



CITY COUNCIL REGULAR MEETING

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

Monday, July 18, 2022 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 - July 5th, 2022
 - B. Fire Department Policy Update - Drill Attendance Section 1.7
 - C. Siwek Change Order Request
 - D. Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
- 7. PUBLIC HEARING**
 - A. CIP 2022-2026 Hearing and Approval
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - A. Park Plan System - HKGI
 - B. Meadows of St. Francis 4th Addition – Minor Subdivision
Resolution 2022-37 approving the minor subdivision for the Meadows of St. Francis 4th Addition with conditions and findings of fact as presented by Staff
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
 - A. Fire Department - June Report
 - B. Community Development Quarter 2 Report
 - C. Police Department Quarter 2 Report
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**

July 20 - Planning Commission Meeting @ 7:00 pm
August 1 - City Council Meeting
August 2 - National Night Out - Community Park 4:00-7:30
August 9 - Primary Elections
August 15 - City Council Meeting
- 14. ADJOURNMENT**

Councilmember Muehlbauer will attend via Zoom from:
13971 Celebrate Life Way, Goodyear, AZ 85338

Join Zoom Meeting

<https://us02web.zoom.us/j/86487688617?pwd=VjlzSlc3OCtxaXZQa1A0OVB4WWlaZz09>

Meeting ID: 864 8768 8617

Passcode: Y2ZWmf

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CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

St. Francis Area Schools District Office 4115 Ambassador Blvd. NW
July 5, 2022
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 Steve Feldman.

2. **ROLL CALL**

Members Present: Mayor Steve Feldman, Councilmembers Joe Muehlbauer (attended remotely), Kevin Robinson, and Sarah Udvig

Members Absent: Councilmember Robert Bauer

Also present: Deputy City Clerk Natalie Santillo, Police Chief Todd Schwieger, City Planner Beth Richmond (HKGi), Fire Chief Dave Schmidt, Public Works Director Paul Carpenter, Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), Finance Director Darcy Muvihill,

3. **APPROVAL OF AGENDA**

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

A roll call vote was performed:

| | |
|--------------------------|-----|
| Councilmember Robinson | aye |
| Councilmember Udvig | aye |
| Councilmember Muehlbauer | aye |
| Mayor Feldman | aye |

Motion carried 4-0

4. **CONSENT AGENDA**

A. City Council Minutes - June 20, 2022

B. Accept Donation

~~C. Animal Control Service~~

D. Appointment of Election Judges

E. Acknowledgement to Conduct a Raffle- Minnesota Deer Association

F. Acknowledgement to Conduct a Raffle- St. Francis Athletics Booster Club

G. 23115 Ambassador Blvd, Demolition RFP

- H. Asset Forfeiture Policy
- I. Weber- Inc Pay Application #8
- J. Payment of Claims

MOTION BY: MUEHLBAUER SECOND: ROBINSON APPROVING THE
CONSENT AGENDA ITEMS A,B,D,E,F,G,H,I, J.

A roll call vote was performed:

| | |
|--------------------------|-----|
| Mayor Feldman | aye |
| Councilmember Udvig | aye |
| Councilmember Robinson | aye |
| Councilmember Muehlbauer | aye |

Motion carried 4-0.

C. Animal Control Service

Mayor Feldman pulled this item from the consent agenda to explain how the RFP process went through for the Animal Control services that is being replaced. He asked Police Chief Todd Schwieger to explain so people will know what has been done for the RFP process.

Schwieger explained the RFP process for animal control service for the City of St. Francis, stating they received one proposal on July 10, 2022 for Online Retrievers. He stated since that time they have verified that they have all the licensing in place through the Animal Board of Health, proper insurance and a facility. He stated they serve a number of other counties that border St. Francis and are located about 30 miles to the north of the City. He stated they are aware of the requested stipulations and seem to be in agreement.

Mayor Feldman stated he understood the service was 31 miles from St. Francis, they have all the insurances including State and local, their licensing has been vetted. He stated he understood the fees, the City pays no fees if the owner picks up the animal. Schwieger confirmed this.

Mayor Feldman asked if the animal isn't picked up if there are fees that go to the City. Schwieger replied there could be unless they can go to some other owner or shelter for it.

Mayor Feldman asked if it is correct that they have been in other cities such as Elk River and served Mille Lacs County, Isanti County, and Sherburne County. He asked if they have been properly vetted. Schwieger confirmed this.

Mayor Feldman wanted to make sure this is on record so anyone listening in from outside the City knows what has been done on the RFP process. He asked for Council comment. Council had nothing to add.

MOTION BY: UDVIG SECOND: ROBINSON APPROVING THE CONSENT AGENDA ITEM C, ANIMAL CONTROL SERVICE WITH ONLINE RETRIEVERS FOR A ONE YEAR CONTRACT.

A roll call vote was performed:

| | |
|--------------------------|-----|
| Councilmember Robinson | aye |
| Councilmember Muehlbauer | aye |
| Councilmember Udvig | aye |
| Mayor Feldman | aye |

Motion carried 4-0.

Mayor Feldman thanked Schwieger and stated they will see how that works out.

5. MEETING OPEN TO THE PUBLIC – NONE

6. SPECIAL BUSINESS – NONE

7. PUBLIC HEARINGS – NONE

8. OLD BUSINESS – NONE

9. NEW BUSINESS

A. Turtle Ponds 6th Addition Concept Review

City Planner Beth Richmond gave a presentation on the concept plan review request for the 6th Addition of the Turtle Ponds Development.

Mayor Feldman stated he likes this but asked what the space was between the buildings. Richmond displayed a picture and replied seven and eight are the closest and that is 20 feet away.

Mayor Feldman asked what the space was between four and five. Richmond replied that is not measured but is larger than 20 feet.

Mayor Feldman stated he had spoken to City Administrator Kate Thunstrom who he said it was not the time to discuss, but he imagined they are going to have a cul-de-sac or turn around on the roads coming in because they are single lane each way and asked how a vehicle out on the private road. Richmond replied that is something would be more detailed as far as preliminary plans go and they will be working with the applicant on.

Mayor Feldman asked if the fire lane just goes out to 229th but as far as the other side, it is a private road they will plow it themselves not the City, but they will still

want some sort of turn around. He asked if Fire and emergency would always go out on 229th if they were there. Fire Chief Dave Schmidt replied they would exit that way but not necessarily enter that way.

Mayor Feldman asked if they would always exit that way. Schmidt replied potentially.

Mayor Feldman commented he didn't see a way to turn around a vehicle. Schmidt agreed.

Mayor Feldman commented that Fire trucks backing up doesn't work very well. He stated he liked this in the sense it is bringing residential and a commercial use and the way it looks. He stated he didn't think they could do a lot out of it but they have done a good job of doing just that. He asked if there was someone from the project here to answer questions from Council.

Gregg Chaffin, 19497 Zumbro Street NW, Elk River, with Bluewaters Builders Inc., was available to answer questions.

Robinson commented he was privy to the original Planning and Zoning meeting and stated his only concern was having a recreational green space outside the domain of the building. He questioned if the backyards were big enough.

Muehlbauer asked about the plans for the road and buildings and asked encroachment on the wetlands. Mr. Chaffin replied they have had the wetlands delineation plans already in progress and are staked out as to where the boundaries are and the building setbacks.

Udvig commented she thought this is going to be a great addition to the City. She stated she had concerns about the green space as well but hoped that would be worked out or perhaps there are people who don't want green space.

Mr. Chaffin replied some of the conversations they had after putting the plans out for people to look at have included concerns regarding snow plowing and storage, and a turnaround for fire trucks. He stated the road coming in is 25 feet and two lane. He stated some of the concerns brought up about two way traffic is going to be figured out to ensure it works. He added they are adding something to the north.

Mayor Feldman commented he thought Mr. Chaffin has done a good job with the plans and getting past issues with the seller. Mayor Feldman asked if a motion was requested tonight. Richmond replied they were just looking for feedback tonight and no motion is requested.

B. Fleet Management

Police Chief Todd Schwieger gave a presentation on exploring ways of managing the City's fleet of vehicles and the option of leasing and partnering with Enterprise Fleet Management.

Nicolas Houle, Account Executive with Enterprise Fleet Management, stated there was a cost analysis and cost savings using the program. He gave a presentation on what Enterprise Fleet Management does in partnering with organizations in managing their vehicles and lowering operating costs.

Mayor Feldman asked Mr. Houle to explain the phrase "vehicle price increases with the amount of years."

Mr. Houle replied intro pricing, is typically at the end of the model year, 2023 for example, in a normal year there would be a discount off the next year's model. He stated they give clients the intro pricing regardless of when they order the vehicle as long as the manufacturers are offering that and then they give the best incentive the customer is eligible for the day the vehicle is delivered. For example, if a vehicle is ordered now and wasn't delivered until after Christmas they would give the best incentive during that time.

Mayor Feldman commented that is nice because before they would wait it out because the deliveries were a lot quicker and now they have adjust for the time and this would give some flexibility. If they wanted to move on it now they could and still get the incentive, that is nice.

Mr. Houle stated they offer an open-ended lease which is an equity lease. He explained the details and benefits for that.

Mayor Feldman read from the packet "Enterprise will receive .01% management fee per capitalized price of each vehicle. For example, a \$30,000 vehicle would see a monthly management fee of \$30. This fee is calculated into the projected cost analysis." He asked if he was right in saying the management fee is \$30 per month on a \$30,000 vehicle for as long as they have the vehicle. So one year would be \$360 and two years would be \$720 as the management side of it. Mr. Houle confirmed this and stated that would be calculated in all of the analysis as the management fee.

Mayor Feldman asked if they would still pay the lease fee too. Mr. Houle confirmed this, explaining that would all be a part of the monthly payment, consolidated into one bill organized per vehicle.

Muehlbauer asked if the management fee takes into account depreciation or if it is set at the purchase price for as long as you have the vehicle. Mr. Houle replied they would set each vehicle at an expected term. He stated part of that is for the savings and for the program to be successful. He stated he wouldn't anticipate the vehicles to be run for 15 years or anything but would look at the optimal time to sell

the vehicle. He stated that would be in the analysis. He stated often they sell vehicles after two or three years, sometimes for more or a similar purchase price.

Mayor Feldman asked how long they hold on to vehicles, is it about three years. Police Chief Todd Schwieger replied the Police Department is about four years.

Mayor Feldman commented he has always liked the lease idea. He stated in the private sector, for them, they get penalized for the more mileage put on and other problems but he didn't see that here. Mr. Houle replied correct, the negatives of over mileage or wear and tear are gone. It would be the City's vehicle but would sell for less if it has a lot of wear.

Mr. Houle reviewed the analysis for the current fleet for the City of St. Francis along with a fleet profile and plan. He stated in the first year they would phasing in the program by selling six of the oldest vehicles which would be replaced by six new vehicles and eventually all of the vehicles would be leased. He gave the cost comparison over the next ten years and gave a savings amount of \$700,453 through the partnership.

Mayor Feldman commented when he first read through this, he thought it sounds too good to be true. He stated he liked that they are \$2.3 million in inventory worldwide so they will have the ability to get vehicles to the City quicker and at a better price which he liked. He stated he also liked the maintenance end and that an open lease means there are "no early termination, mileage or wear and tear penalties. The City would also receive the equity when the vehicle was sold as profit or to put toward a replacement vehicle."

Mayor Feldman asked, giving the example of \$30,000, that Mr. Houle is telling him that the \$30 management fee has the lease part of it in it too and if there is a commission when they sell the vehicle for the City. Mr. Houle replied they will get a lease payment per month which will be per vehicle. For example if the City does a squad car for the Police Department and a truck for the Fire Department they are each going to have their own quotes for the vehicles and will be set up based on what is determined to be the length of time to run the vehicle. He stated maybe it is three years. Then they will have the payment, the management fee, interest, everything will be in the payment very transparent.

Mayor Feldman asked if the management fee and the lease fee of .01% if that is what that is. Mr. Houle explained the .01% is the profit, how they are able to do the program. Mayor Feldman replied the lease is on top of that. Mr. Houle confirmed this.

Mayor Feldman asked if there is a commission when they sell the vehicle for the City. Mr. Houle replied at the end of each vehicle, and part of the analysis, there is a \$400 charge at the end of a leased vehicle as a charge for leasing the vehicle.

Mayor Feldman asked if that is a flat charge. Mr. Houle replied yes and then if they sell a vehicle for the City that is not part of the program there is a \$500 charge.

Mayor Feldman asked if it is \$500 for a vehicle that is not a part of the program and \$400 for one that is. Mr. Houle confirmed this. He stated in today's market a vehicle not part of the program typically sells for more than it should.

Mayor Feldman asked if Enterprise reached out to the City or if the City reached out to them. Mr. Houle replied they had talked to the City of Anoka Police Department, there was a connection there, and he reached out to the City.

Mayor Feldman asked why they didn't do this before, especially with the times today and having trouble getting vehicles. He asked if this was good for Police, Fire and Public Works. Mr. Houle replied yes, they are looking to collaborate for the whole City on all departments.

Mayor Feldman asked Public Works Director Paul Carpenter about the 1-ton crane pick up truck that they need next year. Carpenter replied Mr. Houle could help with that. Mayor Feldman stated that is what he is talking about. Carpenter confirmed this.

Finance Director Darcy Mulvihill commented they have added three vehicles after they talked so there are three more vehicles than the 19.

Mayor Feldman asked if there are nine. Mulvihill replied there are 22.

Mayor Feldman stated this sounds too good to be true. He asked if it was correct that there was no contract either. Mr. Houle replied the management fee is how they make a small profit so part of this is they need long-term partnerships which is part of his role.

Mayor Feldman asked if they were to do this and after two years they see it's not working for the City, what is the out clause. Mr. Houle replied to fire him the City would not buy another vehicle from him. They would pay off the leased vehicles as they run them and just go back to buy them on their own. He stated they don't want unhappy customers and rely on word of mouth.

Muehlbauer asked how many other cities they partner with in Minnesota. He stated Mr. Houle mentioned Anoka and Champlin. Mr. Houle replied he would have to divide it for Cities specifically but it goes to government for the category, for Cities, Counties, Sheriff's departments there are over 50 to 60 alone. He listed the close cities were Anoka, Plymouth, New Hope, Crystal, many counties in the northern part of the State.

Muehlbauer referred to the graph and the amount over ten years of how much was saved, he asked how much St. Francis could expect to save annually. Mr. Houle

replied in the first few years they would have the greatest savings because they would be selling the oldest vehicles and putting in new ones so there would be the net annual savings as listed in the chart, compared to today's costs. He stated the savings are going to level off when they get rid of the older vehicles that cost the most.

Muehlbauer asked after the first year they could look at the savings. He asked on average how much government agencies save in the first year. Mr. Houle replied that would be the net cash in the second column. He stated that would be \$177,000.

Muehlbauer referenced Mr. Houle's comments that Enterprise is competitive with the State bids and asked what the word competitive means, a little high or a little low or if it varies. Mr. Houle replied it would vary by vehicle. He stated they use the SourceWell pricing which protects clients and protects the company in being very transparent and following processes. He stated on some vehicles they may be lower, some higher but average out to be lower.

Mayor Feldman asked about availability and if they are more readily about to get vehicles than the State side of it. Mr. Houle replied they are going to be proactive so the City will have an account manager and himself for each vehicle they are looking for. They are going to be reaching out to the City asking for everything to be organized so they can send it in to their contacts before it is even open.

Mayor Feldman stated that something has been cancelled, he asked Schwieger if that was correct. Schwieger replied in February they had a vehicle they had ordered last year cancelled, he thought there were 200 other agencies in the State have vehicles cancelled.

Mayor Feldman commented an important part of this is having vehicles readily available and accessibility of getting vehicles when they need them within a timeframe of when they need them. Not a year or two years out and then finding out at the end they can't get the vehicle. He stated that is his concern.

Mr. Houle replied that is one nice thing that they have their own investment having their own rental addition, they have to do the same thing and make sure they are receiving those. He stated not everything will be perfect but they will do everything possible to get in the best position. If there was a world event or a major delay they would be in very well equipped to substitute other vehicles. If they need to find something out of stock from around the country they are able to do all the leg work for the City and provide solutions.

Mayor Feldman commented they have multiple outlets. Mr. Houle confirmed this. He stated they are not perfect and will have the same challenges as other but are well equipped for different environments.

Mayor Feldman commented Schwieger, Carpenter, and Schmidt have seen some difficulties. Schwieger agreed, adding it has just been in the last couple years. He stated Mayor Feldman asked why they haven't done this before and it was because they never thought of it. They had always just put their orders in the fall of the year and had always gotten the vehicle without question. It has been just the last year of seeing delays and then not getting vehicles. He stated that was one of the things that prompted them to seek other options.

Mayor Feldman commented there is an individual that is involved with the City doing investment program and she just ordered a new Chevy and got it. But it came shy of a couple chips in it. He asked if that is still an issue whether they go with Enterprise or someone else. Mr. Houle replied that is an issue. One nice thing is that they have constant communication so every manufacturer is different. Some will take a very limited amount and allocate how many they are going to build based on previous orders. Some will take more than they can possibly build and work from the front of the line to the back. Others will prioritize based on volume for their biggest customers. He explained what can lead to cancellations but they may know options that could be removed to have a better chance.

Mayor Feldman commented Schwieger is going to tell Mr. Houle what he wants a police car to have and asked if Mr. Houle is going to say they can't get that and if it would cause the order not to be built. Mr. Houle confirmed this adding if what they desire may cause it not to be built. He would communicate it and his communication would be he could put the order in and would recommend removing a certain option.

Mayor Feldman commented that really is the times today. He asked for Council comment.

Udvig commented that when she looked at it, she thought it was a really good deal. She thought it would be helpful for the department heads. She stated they are always looking for ways to make things easier on the Staff. She thought it looks like a good idea and liked the fact that if it isn't working there isn't an obligation to stay with it. She thought that if the Staff that it was a good idea Council should seriously consider it.

Robinson referenced the report mentioning fleet maintenance and asked if that would still be done, if they have vendors locally or if fleet maintenance would have to be done elsewhere. Mr. Houle replied there are local vendors that are on the program already. He stated in discussions Elk River has been mentioned but if there is a vendor that comes up it could be explored as something that could be added if they are willing.

Robinson asked if local vendors could apply to take care of St. Francis vehicles. Mr. Houle replied in discussions it seemed like it would be best to utilize vendors that are in there but he would be happy to discuss adding them.

Robinson asked if repairs and recalls would get priority because of the Enterprise relationship. Mr. Houle replied customers who show the Enterprise fleet vehicle usually get expedited service.

Robinson asked if the fuel program is an additional benefit that has to be paid for. Mr. Houle replied that is something that is a benefit as a customer. He stated that would be a benefit administratively in tracking fuel expenses.

Robinson stated there is KwikTrip, Casey's, and County Market. Mr. Houle replied the only one that would be excluded would be a member's only such as Costco or Sam's Club. He stated he has used his card at KwikTrip easily.

Robinson asked if there would be administrative costs or if there would be administrative time that would be impacted. Mr. Houle replied he looked at it as an 80% of administrative time reduced because they are going to be making decisions and communicating with Enterprise who is doing the leg work but it is still the City's fleet.

Robinson asked if it would be an email or phone call from Staff and then Enterprise would go to work. Mr. Houle confirmed this.

Mayor Feldman commented that on a squad car, Schwieger would still contact out for the lights, the same with Fire and Public Works. Mr. Schwieger replied that is something that Enterprise works directly with Guardian to outfit squads so they could assist with getting squads built.

Mayor Feldman commented for the record, that the sad thing about today is that body cams is not something that the City has put into effect here because what happened in the City, it is the times. This is one of those things that is a sign of the times, availability and getting vehicles in a timely fashion at a price that's conducive. All this is done to the economy and the times they are living in. He stated they need to be flexible and adjust to the times. He gave the example of two years ago when Schwieger says he could get 20 applicants for an open position and today they are lucky to get three. He stated they have to adjust to today, not two years ago. He pointed out to Staff and Council that the mindset of before is not the way it is today, they have to adjust and be flexible accordingly. He stated this seems to be a plan that could work for the City.

Muehlbauer commented he is interested to see the savings and if it does actually save the City money. He stated that it is providing a better service at a lower cost for the residents and that's the main goal.

Mayor Feldman commented he thought that this is right and added he realized one thing that in these days of the market is that they can see something that was there the week before and when you go to buy it, it could not be there. Availability,

accessibility, and getting the product is a big deal, especially in today's world. He agreed with the savings because they always want a better service at a lower cost but just being able to get the product is a big deal today.

MOTION BY: ROBINSON SECOND: MAYOR FELDMAN TO GO WITH FLEET MANAGEMENT FOR CITY VEHICLES INCLUDING POLICE, FIRE, PUBLIC WORKS, AND CITY HALL.

A roll call vote was performed:

| | |
|--------------------------|-----|
| Councilmember Muehlbauer | aye |
| Councilmember Udvig | aye |
| Councilmember Robinson | aye |
| Mayor Feldman | aye |
| Motion carried 4-0 | |

Mayor Feldman thanked Mr. Houle adding he is looking forward to the savings, availability, and getting the products when they need them. He stated he really wished they had done this before and will have to see how it works out but it is a good start, especially at a time with a cancelled vehicle.

10. MEETING OPEN TO THE PUBLIC – NONE

11. REPORTS – NONE

12. COUNCILMEMBER REPORTS

Udvig reported she attended the Work Session on June 28, 2022. She stayed in town and enjoyed the City and events that several homeowners put on. She hoped everyone had a safe Fourth of July, she didn't hear a ton of sirens so hoped it was fairly calm. She thanked the St. Francis Ambassador for sending her a picture at the parade and wishing her a happy Fourth of July.

Muehlbauer reported he attended the Work Session. Otherwise, he has been busy. He hoped to be back for the meeting the beginning of August as well as for National Night Out.

Robinson reported he also attended the Work Session which was spirited, rigorous, and over three hours. They started talking about the budget situation for the coming year and open conversation.

Mayor Feldman read a text from Jackie Godell from the Ambassador Program who was at the parade and was the ambassador along with six queens. The text said "we got a lot of compliments from Brad Johnson who is running for County Attorney on how well the girls represented St. Francis." He stated that is what the Ambassador Program does, that is the return. That is what they do, it's good public relations, but they let people know about St. Francis and represent the City well. He stated he was at that

Work Session too and commented that this Council can agree to disagree but they always discuss fully and walk away with a direction to a solution or a solution but they work together to benefit the majority of the residents in the City, which is the goal. He stated he is very happy and proud of this Council, as he is with the Staff that works as a solidified team to benefit the residents they serve. That is really what they are is a customer service business. The residents own the team, the Council manages the team, the City Administrator coaches the team, and then there is the team itself with department heads and Staff that do an excellent job in the City. He stated he is very happy to be a part of it and thought he could speak for Council saying that they feel the same.

Mayor Feldman stated he had a privilege, along with City Administrator Kate Thunstrom to go out and tour the Northrop Grumman facility, a 3,200-acre facility in St. Francis. He stated since he was in combat 50 years ago, armament has changed a lot. He was amazed at the technology to lesson collateral damage, which will always be in combat, and be safer for the troops. He stated everything has a positive and negative but the technology is unbelievable. He stated he was glad he attended. He stated with the Work Session, that people don't realize how much this Council and Staff does.

Mayor Feldman stated the last Work Session did go three hours and they do a lot of things behind the scenes that people don't realize but he is very proud of the Staff that do the amount of work they do. He or Council stated he could ask anything of any Staff member and they don't get hesitation but they step up to the plate and do the job. He gave the example of the sidewalk in front of City Hall, they were having some issue with the fill-in area that was soft and Jeremy solved the problem. That is what he is talking about, initiative, thinking outside the box and getting the job done. That is what Staff has done in all the departments. He stated it is taking the initiative to do their job as best they can because all they have ever asked is to do the job the best they can, learn from mistakes and don't repeat them. Council won't ask Staff do things they could or wouldn't do themselves. He stated this how they have lived through the last six years and looking forward as elections come up. He thanked Staff for all they do and hoped that people realize that it is Staff and Council work to make this City better. He stated their goal was to make this City better from the time they can in and they are on the right track.

Mayor Feldman complimented the Building Committee on the City Hall/ Fire Station. He stated the work that they do and the questions they ask will hopefully set the ground work for a facility that will benefit the City in many ways. He thanked Deputy Clerk Natalie Santillo for filling in for City Clerk Jenni Wida and welcomed Public Works Director Paul Carpenter. He thanked City Planner Beth Richmond for her help along with everyone else.

13. UP COMING EVENTS

July 16, 2022 – Recycling Event at Public Works- 8:00 a.m. – 12:00 p.m.

July 18, 2022– City Council Meeting – 6:00 p.m.

July 20, 2022 – Planning Commission Meeting – 7:00 p.m.

August 2, 2022– National Night Out- 5:00 p.m.- 8:00 p.m.

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular City Council at 7: 03 p.m.

Jennifer Wida, City Clerk

DRAFT



CITY COUNCIL AGENDA REPORT

TO: Mayor & Council
FROM: Dave Schmidt, Fire Chief
SUBJECT: Policy Update Section 1.7 Drill Attendance
DATE: July 18, 2022

OVERVIEW:

The fire department is currently reviewing all department policies. Our current policy manual has not been updated since 2017. The changes requested to the fire department policy manual are intended to more closely match the current needs and preferred methods for department operations the today.

Two changes are requested to our “Drill Attendance” policy. The first being crediting firefighters with training credit (no pay) for applicable training acquired through outside agencies. We currently have firefighters who also work for full-time fire departments, dispatch centers, and ambulance services. Many trainings they receive are the same or similar to content offered through SFFD. This will allow firefighters to reduce redundancy of training.

The second is reflect that throughout the year, a small portion of our trainings are required annually through regulatory agency policy. We added language that will allow us to ensure all firefighters attend mandatory trainings for regulatory purposes.

1.7 Drill Attendance

Each firefighter shall maintain a minimum of 12 hours of training per quarter. This training shall include all required training and other training equaling the minimum of 12 hours. Credit will only be given for those training subjects of dissimilar matter. Firefighters are required to make all required training subjects.

Training credit may be given for training attendance with another agency at the discretion of the Fire Chief or designee

Members of the Department on Medical Leave or a Leave of Absence are exempt from the 12 hour requirement for the portion of the quarter during which the leave is taking place.

Mandatory department training sessions may be held throughout the year. All mandatory training sessions, when possible may be video recorded for the purpose of a “make-up” session for employees that are unable to attend. Mandatory trainings must be completed by all employees with in the quarter in which the training took place.

Failure to complete a mandatory training session will result in disciplinary action in accordance with the departments "Attendance Standards".

ACTION TO BE CONSIDERED:

Motion to approve policy changes to Section 1.7 Drill Attendance.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: Siwek Change Order Request
DATE: 7/18/2022

OVERVIEW:

The contractor is requesting a change order for additional materials and services that were not resolved at the time of bidding.

- Added Electrical Service for the irrigation controller, the concrete pad and switching to a 2" line instead of a 1" line.
- Contracted plumber will bill the City of St. Francis directly for services rendered.

ACTION TO BE CONSIDERED:

City Council to approve change order requests.

BUDGET IMPLICATION:

None.

Attachments:

- Change order request

Change Order

Agenda Item # 4C.

OWNER City of St Francis

LANDSCAPE ARCHITECT Hoisington Koegler Group inc.

CONTRACTOR Ashwill Companies

THIS DOCUMENT HAS IMPORTANT LEGAL CONSEQUENCES; CONSULTATION WITH AN ATTORNEY IS ENCOURAGED WITH RESPECT TO ITS COMPLETION OR MODIFICATION.

PROJECT:

Siwek Park Improvements

CHANGE ORDER NUMBER:

1

DATE:

07.13.2022

TO CONTRACTOR:

Ashwill Companies

PO BOX 507, COKATO, MN 55321

CONTRACT DATE:

2/16/2022

The Contract is changed as follows:

(see sheet 2)

Not valid until signed by the Owner, Landscape Architect and Contractor.

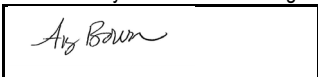
| | | |
|--|----|-------------------|
| The original (Contract Sum) was | \$ | 382,824.65 |
| Net change by previously authorized Change Orders | \$ | - |
| The (Contract Sum) prior to this Change Order was | \$ | 382,824.65 |
| The (Contract Sum) will be INCREASED by the Change Order in the amount of | \$ | 2,091.00 |
| The new (Contract Sum) including this Change Order will be | \$ | 384,915.65 |

The Contract Time will be **(UNCHANGED)**

The date of Substantial Completion as of the date of this Change Order therefore is

15-Sep-22

Note: This summary does not reflect changes in the Contract Sum, or Contract Time which have been authorized by Construction Change Directive.

| | | |
|---|--|--|
|  | | |
|---|--|--|

LANDSCAPE ARCHITECT
Hoisington Koegler Group inc.

CONTRACTOR
Ashwill Companies

OWNER
City of St Francis

Address
123 North 3rd Street, Suite 100
Minneapolis, Minnesota 55401

Address
PO BOX 507, COKATO, MN 55321

Address
23340 Cree Street NW, St. Francis, MN 55070

By
Amy Bower

By

By

Date: 7.13.22

Date

Date

Summary of Change Order No.1

You are directed to make the following changes in the Contract Documents:

| Descriptions: | Unit | Qty | UnitCost | Total |
|--|------|-----|-------------|---------------|
| 1. Deduct of Plumbing refer to plumbing services for drinking fountain E-3650 | LS | -1 | \$ 3,639.00 | \$ (3,639.00) |
| 2. Add for electrical service refer to contractor for irrigation, increased water estimate #3628 | LS | 1 | \$ 5,730.00 | \$ 5,730.00 |
| .. | | | | |

| | |
|---|-------------|
| Net Contract change for Change Order No.1 | \$ 2,091.00 |
|---|-------------|



CITY COUNCIL AGENDA
REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: Payment of Claims
DATE: July 18th, 2022

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$353,114.66 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments –\$144,725.63

Direct Transfers from Previous Month-\$206,828.34

Credit Card Payment-\$18,023.41

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:

- 07-18-2022 Packet List-\$353,114.66
- 07-18-2022 Debt Service-\$144,725.63
- 07-18-2022 ACH Payments-\$206,828.34
- 07-18-2022 Credit Card-\$18,023.41

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*Claim Register©

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Claim Type

| | | | | | | |
|------------------|-----------------|--------------------------|------|-------|--------------|---------|
| Claim# | 15090 | AIRGAS NORTH CENTRAL | | | | |
| Cash Payment | E 101-43100-217 | Other Operating Supplies | | | | \$14.05 |
| Invoice | 9989386649 | | | | | |
| Cash Payment | E 101-43210-217 | Other Operating Supplies | | | | \$14.05 |
| Invoice | 9989386649 | | | | | |
| Cash Payment | E 101-45200-217 | Other Operating Supplies | | | | \$14.05 |
| Invoice | 9989386649 | | | | | |
| Cash Payment | E 601-49440-217 | Other Operating Supplies | | | | \$14.05 |
| Invoice | 9989386649 | | | | | |
| Cash Payment | E 602-49490-217 | Other Operating Supplies | | | | \$14.03 |
| Invoice | 9989386649 | | | | | |
| Transaction Date | 7/12/2022 | Due 7/12/2022 | CASH | 10100 | Total | \$70.23 |

Claim Type

| | | | | | | |
|------------------|-----------------|-------------------|------------------|-------|--------------|------------|
| Claim# | 15067 | ASPEN MILLS | | | | |
| Cash Payment | E 101-42110-437 | Uniform Allowance | UNIFORMS - HEARN | | | \$1,118.95 |
| Invoice | 296656 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$1,118.95 |

Claim Type

| | | | | | | |
|------------------|-----------------|----------------------------|------------|-------|--------------|------------|
| Claim# | 15066 | BANYON DATA SYSTEMS, INC | | | | |
| Cash Payment | E 101-41540-301 | Auditing and Acct g Servic | YEARLY FEE | | | \$1,593.00 |
| Invoice | 00163010 | | | | | |
| Cash Payment | E 601-49440-301 | Auditing and Acct g Servic | YEARLY FEE | | | \$265.50 |
| Invoice | 00163010 | | | | | |
| Cash Payment | E 602-49490-301 | Auditing and Acct g Servic | YEARLY FEE | | | \$265.50 |
| Invoice | 00163010 | | | | | |
| Cash Payment | E 609-49750-301 | Auditing and Acct g Servic | YEARLY FEE | | | \$531.00 |
| Invoice | 00163010 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$2,655.00 |

Claim Type

| | | | | | | |
|------------------|-------------|----------------------|---------------------|-------|--------------|----------|
| Claim# | 15099 | BATTLES, ALEX & JADE | | | | |
| Cash Payment | G 601-22200 | Deferred Revenues | REFUND ACCT#5367 | | | \$117.39 |
| Invoice | .07132022-3 | | | | | |
| Cash Payment | R 603-37400 | Storm Water Fees | STORMWATER FEE 2022 | | | -\$60.00 |
| Invoice | .07132022-3 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$57.39 |

Claim Type

| | | | | | | |
|------------------|-----------------|---------------------------|--------------------|-------|--------------|----------|
| Claim# | 15115 | BAUER BUILT INC. | | | | |
| Cash Payment | E 101-42110-221 | Vehicle Repair & Maintena | PD CAR MAINTENANCE | | | \$498.56 |
| Invoice | 940088864 | | | | | |
| Cash Payment | E 101-42110-221 | Vehicle Repair & Maintena | PD CAR MAINTENANCE | | | \$488.56 |
| Invoice | 940089276 | | | | | |
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$987.12 |

Claim Type

| | | | | | | |
|--------------|-----------------|--------------------------|---------|--|--|----------|
| Claim# | 14994 | BELLBOY CORPORATION | | | | |
| Cash Payment | E 609-49751-206 | Freight and Fuel Charges | FREIGHT | | | \$6.97 |
| Invoice | 0105372600 | | | | | |
| Cash Payment | E 609-49751-251 | Liquor For Resale | LIQUOR | | | \$210.00 |
| Invoice | 0095562800 | | | | | |

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| | | | | | | |
|------------------|--|--------------|------|-------|--------------|------------|
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$13.20 |
| Invoice | 0095488700 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$29.70 |
| Invoice | 0095435000 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$1,758.15 |
| Invoice | 0095435000 | | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$205.10 |
| Invoice | 0105372600 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$1,243.35 |
| Invoice | 0095488700 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$3,466.47 |

Claim Type

| | | | | | | |
|------------------|--|-------------------------------|------|-------|--------------|------------|
| Claim# | 15005 | <i>BERNICK COMPANIES, THE</i> | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$36.00 |
| Invoice | 350299 | | | | | |
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$761.10 |
| Invoice | 352974 | | | | | |
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$3,217.10 |
| Invoice | 350300 | | | | | |
| Cash Payment | E 609-49751-255 N/A Products | N/A | | | | \$31.50 |
| Invoice | 352974 | | | | | |
| Cash Payment | E 609-49751-255 N/A Products | N/A | | | | \$117.00 |
| Invoice | 350300 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$4,162.70 |

Claim Type

| | | | | | | |
|------------------|-------------------------------|---------------------|------|-------|--------------|----------|
| Claim# | 15098 | <i>BLUMB, TERRI</i> | | | | |
| Cash Payment | G 601-22200 Deferred Revenues | REFUND ACCT#1824 | | | | \$90.68 |
| Invoice | .07132022-2 | | | | | |
| Cash Payment | R 603-37400 Storm Water Fees | STORMWATER FEE 2022 | | | | -\$60.00 |
| Invoice | .07132022-2 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$30.68 |

Claim Type

| | | | | | | |
|--------------|--|---------------------------|--|--|--|------------|
| Claim# | 15002 | <i>BREAKTHRU BEVERAGE</i> | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | -\$1.45 |
| Invoice | 409857203 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | -\$2.66 |
| Invoice | 409865259 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$84.58 |
| Invoice | 344710931 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$36.25 |
| Invoice | 344798541 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | -\$102.96 |
| Invoice | 409857203 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | -\$249.13 |
| Invoice | 409865259 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$5,763.53 |
| Invoice | 344710931 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$4,669.47 |
| Invoice | 344798541 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | \$480.00 |
| Invoice | 344710931 | | | | | |

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Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC \$24.08
Invoice 344710931

Transaction Date 7/6/2022 Due 7/6/2022 CASH 10100 **Total** \$10,701.71

Claim Type

Claim# 14998 *BUREAU OF CRIM APPREHENSIO*

Cash Payment E 101-42110-311 Contract ACCESS FEE \$270.00
Invoice 00000707219

Transaction Date 7/6/2022 Due 7/6/2022 CASH 10100 **Total** \$270.00

Claim Type

Claim# 15097 *BURGMEIER, MIKE*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT#4610 \$91.57
Invoice .07132022-1

Cash Payment R 603-37400 Storm Water Fees STORMWATER FEE 2022 -\$60.00
Invoice .07132022-1

Transaction Date 7/13/2022 Due 7/13/2022 CASH 10100 **Total** \$31.57

Claim Type

Claim# 15096 *CAPRA, KAREN*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT#1348 \$103.16
Invoice .07132022

Cash Payment R 603-37400 Storm Water Fees STORMWATER FEE 2022 -\$60.00
Invoice .07132022

Transaction Date 7/13/2022 Due 7/13/2022 CASH 10100 **Total** \$43.16

Claim Type

Claim# 15104 *CHARACTER FIRST PROPERTY*

Cash Payment G 601-22200 Deferred Revenues REFUND ACCT#6418 \$222.07
Invoice .07132022-6

Cash Payment R 603-37400 Storm Water Fees STORMWATER FEE 2022 -\$60.00
Invoice .07132022-6

Transaction Date 7/13/2022 Due 7/13/2022 CASH 10100 **Total** \$162.07

Claim Type

Claim# 14999 *COUNTY MARKET - CITY ACCOUN*

Cash Payment E 101-42210-212 Motor Fuels JUNE 2022 FUEL-FD \$554.40
Invoice .07062022

Transaction Date 7/6/2022 Due 7/6/2022 CASH 10100 **Total** \$554.40

Claim Type

Claim# 15063 *CRYSTAL SPRINGS ICE*

Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT \$4.00
Invoice 1003803

Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT \$4.00
Invoice 1003712

Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT \$4.00
Invoice 1003743

Cash Payment E 609-49751-206 Freight and Fuel Charges FREIGHT \$4.00
Invoice 2006374

Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC \$229.60
Invoice 1003803

Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC \$167.60
Invoice 1003743

Cash Payment E 609-49751-254 Miscellaneous Merchandis MISC \$97.60
Invoice 1003712

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| | | | | | | |
|--------------|--|------|--|--|--|----------|
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$158.60 |
| | Invoice 2006374 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|----------|
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$669.40 |
|------------------|-----------|---------------|------|-------|--------------|----------|

Claim Type

Claim# 15007 DAHLHEIMER DIST. CO. INC.

| | | | | | | |
|--------------|---------------------------------|------|--|--|--|-------------|
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$24,552.55 |
| | Invoice 1609635 | | | | | |

| | | | | | | |
|--------------|---------------------------------|------|--|--|--|-------------|
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$15,838.00 |
| | Invoice 1614286 | | | | | |

| | | | | | | |
|--------------|--|------|--|--|--|----------|
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$300.00 |
| | Invoice 1609635 | | | | | |

| | | | | | | |
|--------------|--|---------|--|--|--|---------|
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$27.00 |
| | Invoice 1614286 | | | | | |

| | | | | | | |
|--------------|------------------------------|------|--|--|--|---------|
| Cash Payment | E 609-49751-255 N/A Products | MISC | | | | \$78.90 |
| | Invoice 1609635 | | | | | |

| | | | | | | |
|------------------|----------|--------------|------|-------|--------------|-------------|
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$40,796.45 |
|------------------|----------|--------------|------|-------|--------------|-------------|

Claim Type

Claim# 15114 DANE ALLEN HOMES

| | | | | | | |
|--------------|----------------------|----------------------------------|--|--|--|------------|
| Cash Payment | G 803-22000 Deposits | REFUND ESCROW - 3643 236TH LN NW | | | | \$9,600.00 |
| | Invoice .07142022 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|------------|
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$9,600.00 |
|------------------|-----------|---------------|------|-------|--------------|------------|

Claim Type

Claim# 15071 DELL MARKETING L.P.

| | | | | | | |
|--------------|-------------------------------|-------------------|--|--|--|----------|
| Cash Payment | E 101-41910-441 Miscellaneous | COMPUTER HARDWARD | | | | \$200.00 |
| | Invoice 10583258338 | | | | | |

| | | | | | | |
|--------------|---------------------------|----------|--|--|--|------------|
| Cash Payment | E 402-41400-560 Computers | COMPUTER | | | | \$1,689.31 |
| | Invoice 10595299261 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|------------|
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$1,889.31 |
|------------------|-----------|---------------|------|-------|--------------|------------|

Claim Type

Claim# 15111 ECM PUBLISHERS, INC.

| | | | | | | |
|--------------|--|--------------------------|--|--|--|---------|
| Cash Payment | E 101-41400-351 Legal Notices Publishing | FORFEITURE VEHICLE SALES | | | | \$43.00 |
| | Invoice 901319 | | | | | |

| | | | | | | |
|--------------|--|------------------------------|--|--|--|---------|
| Cash Payment | E 101-41400-351 Legal Notices Publishing | JULY 18 PH 2023-2027 CAPITAL | | | | \$48.38 |
| | Invoice 901318 | | | | | |

| | | | | | | |
|--------------|--|----------------------------------|--|--|--|---------|
| Cash Payment | E 101-41400-351 Legal Notices Publishing | JULY 20 PH 23925 ST FRANCIS BLVD | | | | \$59.13 |
| | Invoice 901317 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|----------|
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$150.51 |
|------------------|-----------|---------------|------|-------|--------------|----------|

Claim Type

Claim# 15070 EVERBRIDGE, INC

| | | | | | | |
|--------------|---|-----------------|--|--|--|----------|
| Cash Payment | E 101-41110-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |

| | | | | | | |
|--------------|---|-----------------|--|--|--|----------|
| Cash Payment | E 101-41400-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |

| | | | | | | |
|--------------|---|-----------------|--|--|--|----------|
| Cash Payment | E 101-42110-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |

| | | | | | | |
|--------------|---|-----------------|--|--|--|----------|
| Cash Payment | E 101-42210-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |

| | | | | | | |
|--------------|---|-----------------|--|--|--|----------|
| Cash Payment | E 101-43100-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |

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| | | | | | | |
|------------------|---|-----------------|------|-------|--------------|------------|
| Cash Payment | E 101-45200-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |
| Cash Payment | E 101-42400-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |
| Cash Payment | E 601-49440-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |
| Cash Payment | E 602-49490-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |
| Cash Payment | E 609-49750-310 Computer Consulting Fee | YEARLY CONTRACT | | | | \$424.36 |
| | Invoice M70684 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$4,243.60 |

Claim Type

Claim# 15031 FIRE SAFETY USA, INC.

| | | | | | | |
|------------------|---|----------------|------|-------|--------------|------------|
| Cash Payment | E 101-42210-221 Vehicle Repair & Maintena | VEHICLE REPAIR | | | | \$1,203.00 |
| | Invoice 161097 | | | | | |
| Cash Payment | E 101-42210-221 Vehicle Repair & Maintena | VEHICLE REPAIR | | | | \$379.45 |
| | Invoice 161095 | | | | | |
| Cash Payment | E 101-42210-221 Vehicle Repair & Maintena | VEHICLE REPAIR | | | | \$366.00 |
| | Invoice 161094 | | | | | |
| Transaction Date | 7/7/2022 | Due 7/7/2022 | CASH | 10100 | Total | \$1,948.45 |

Claim Type

Claim# 15103 FORCIER, JILL & PATRICK

| | | | | | | |
|------------------|-------------------------------|---------------------|------|-------|--------------|----------|
| Cash Payment | G 601-22200 Deferred Revenues | REFUND ACCT#5326 | | | | \$136.98 |
| | Invoice .07132022-5 | | | | | |
| Cash Payment | R 603-37400 Storm Water Fees | STORMWATER FEE 2022 | | | | -\$60.00 |
| | Invoice .07132022-5 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$76.98 |

Claim Type

Claim# 15006 GRANITE CITY JOBBING CO.

| | | | | | | |
|------------------|--|--------------------|------|-------|--------------|------------|
| Cash Payment | E 609-49750-210 Operating Supplies | OPERATING SUPPLIES | | | | \$515.36 |
| | Invoice 287613 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$10.00 |
| | Invoice 287613 | | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$191.60 |
| | Invoice 287613 | | | | | |
| Cash Payment | E 609-49751-256 Tobacco Products For Res | TOBACCO | | | | \$7,913.96 |
| | Invoice 287613 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$8,630.92 |

Claim Type

Claim# 15102 HAAS, RACHELLE & IAN

| | | | | | | |
|------------------|-------------------------------|---------------------|------|-------|--------------|----------|
| Cash Payment | G 601-22200 Deferred Revenues | REFUND ACCT#5408 | | | | \$162.97 |
| | Invoice .07132022-4 | | | | | |
| Cash Payment | R 603-37400 Storm Water Fees | STORMWATER FEE 2022 | | | | -\$60.00 |
| | Invoice .07132022-4 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$102.97 |

Claim Type

Claim# 15119 INNOVATIVE OFFICE SOLUTIONS,

| | | | | | | |
|------------------|---------------------------------|-----------------|------|-------|--------------|----------|
| Cash Payment | E 101-41400-200 Office Supplies | OFFICE SUPPLIES | | | | \$227.00 |
| | Invoice IN3853719 | | | | | |
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$227.00 |

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Claim Type

| | | | | | | |
|------------------|-----------------|---------------------------|---------------------|-------|--------------|---------|
| Claim# | 15118 | ISD #15 | | | | |
| Cash Payment | E 101-42110-221 | Vehicle Repair & Maintena | CAR 218 MAINTENANCE | | | \$64.43 |
| | Invoice 8995 | | | | | |
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$64.43 |

Claim Type

| | | | | | | |
|------------------|-----------------|---------------------------|---------|-------|--------------|------------|
| Claim# | 15069 | JOHNSON BROS WHLSE LIQUOR | | | | |
| Cash Payment | E 609-49751-206 | Freight and Fuel Charges | FREIGHT | | | \$19.24 |
| | Invoice 2090129 | | | | | |
| Cash Payment | E 609-49751-206 | Freight and Fuel Charges | FREIGHT | | | \$15.78 |
| | Invoice 2085073 | | | | | |
| Cash Payment | E 609-49751-206 | Freight and Fuel Charges | FREIGHT | | | \$42.18 |
| | Invoice 2085072 | | | | | |
| Cash Payment | E 609-49751-253 | Wine For Resale | WINE | | | \$581.00 |
| | Invoice 2090129 | | | | | |
| Cash Payment | E 609-49751-253 | Wine For Resale | WINE | | | \$448.00 |
| | Invoice 2085073 | | | | | |
| Cash Payment | E 609-49751-251 | Liquor For Resale | LIQUOR | | | \$2,413.90 |
| | Invoice 2085072 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$3,520.10 |

Claim Type

| | | | | | | |
|------------------|---------------------|------------------|---|-------|--------------|----------|
| Claim# | 15117 | KOCIEMBA, RACHEL | | | | |
| Cash Payment | G 803-22000 | Deposits | REFUND DRIVEWAY ESCROW - 23511 DEGARDNER | | | \$250.00 |
| | Invoice .07142022-1 | | | | | |
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$250.00 |

Claim Type

| | | | | | | |
|------------------|-----------------|--------------------------|--------------|-------|--------------|------------|
| Claim# | 15068 | LEPAGE & SONS | | | | |
| Cash Payment | E 101-45230-217 | Other Operating Supplies | PIONEER DAYS | | | \$1,572.30 |
| | Invoice 175068 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$1,572.30 |

Claim Type

| | | | | | | |
|------------------|---------------------|-------------------|------------------|-------|--------------|----------|
| Claim# | 15101 | MANDEL, CANDI | | | | |
| Cash Payment | G 601-22200 | Deferred Revenues | REFUND ACCT#4702 | | | \$140.82 |
| | Invoice .07132022-4 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$140.82 |

Claim Type

| | | | | | | |
|------------------|---------------------|-------------------|---------------------|-------|--------------|----------|
| Claim# | 15100 | MAYFIELD, DEENA | | | | |
| Cash Payment | G 601-22200 | Deferred Revenues | REFUND ACCT#5415 | | | \$62.87 |
| | Invoice .07132022-3 | | | | | |
| Cash Payment | R 603-37400 | Storm Water Fees | STORMWATER FEE 2022 | | | -\$60.00 |
| | Invoice .07132022-3 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$2.87 |

Claim Type

| | | | | | | |
|--------------|-----------------|-------------------|------|--|--|------------|
| Claim# | 15076 | MCDONALD DIST CO. | | | | |
| Cash Payment | E 609-49751-252 | Beer For Resale | BEER | | | \$123.25 |
| | Invoice 07722 | | | | | |
| Cash Payment | E 609-49751-252 | Beer For Resale | BEER | | | \$4,786.85 |
| | Invoice 639571 | | | | | |

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| | | | | | | |
|------------------|-----------------------------------|---------------|------|-------|--------------|-------------|
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$17,955.55 |
| | Invoice 638573 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$757.50 |
| | Invoice 638572 | | | | | |
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | -\$644.65 |
| | Invoice 638642 | | | | | |
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | \$124.00 |
| | Invoice 639251 | | | | | |
| Cash Payment | E 609-49751-252 Beer For Resale | BEER | | | | -\$177.80 |
| | Invoice 639707 | | | | | |
| Cash Payment | E 609-49751-255 N/A Products | N/A | | | | \$171.50 |
| | Invoice 638573 | | | | | |
| Cash Payment | E 609-49751-255 N/A Products | N/A | | | | \$49.30 |
| | Invoice 639571 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$23,145.50 |

Claim Type

| | | | | | | |
|------------------|---------------------------|----------------------------|------|-------|--------------|----------|
| Claim# | 15072 | MIDCONTINENT COMMUNICATION | | | | |
| Cash Payment | E 601-49440-321 Telephone | TELEPHONE | | | | \$163.39 |
| | Invoice 13334860112756 | | | | | |
| Cash Payment | E 101-42110-321 Telephone | TELEPHONE | | | | \$45.05 |
| | Invoice 13332710112756 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$208.44 |

Claim Type

| | | | | | | |
|------------------|--|-----------------------------|------|-------|--------------|------------|
| Claim# | 15028 | MN MUNICIPAL BEVERAGE ASSN. | | | | |
| Cash Payment | E 609-49750-433 Dues and Subscriptions | ST FRANCIS, MN ANNUAL DUES | | | | \$1,700.00 |
| | Invoice .070622 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$1,700.00 |

Claim Type

| | | | | | | |
|------------------|--------------------------|-------------------------------|------|-------|--------------|------------|
| Claim# | 15080 | MN MUNICIPAL UTILITIES ASSOC. | | | | |
| Cash Payment | E 101-41400-311 Contract | | | | | \$531.25 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 101-42110-311 Contract | | | | | \$531.25 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 101-42210-311 Contract | | | | | \$531.25 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 101-43100-311 Contract | | | | | \$796.88 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 101-45200-311 Contract | | | | | \$796.88 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 601-49440-311 Contract | | | | | \$796.88 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 602-49490-311 Contract | | | | | \$796.88 |
| | Invoice 59713 | | | | | |
| Cash Payment | E 609-49750-311 Contract | | | | | \$531.23 |
| | Invoice 59713 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$5,312.50 |

Claim Type

| | | | | | | |
|--------------|---|----------------------------|--|--|--|------------|
| Claim# | 15036 | NORTH COUNTRY CONCRETE, IN | | | | |
| Cash Payment | E 602-49490-401 Repairs/Maint Buildings | WTP STOOP | | | | \$1,550.00 |
| | Invoice .07072022 | | | | | |

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|------------------|---|--------------------------|------|-------|--------------|-------------|
| Cash Payment | E 101-43210-401 Repairs/Maint Buildings | DEER CREEK PARK | | | | \$2,200.00 |
| | Invoice .07072022-3 | | | | | |
| Cash Payment | E 101-45200-229 Project Repair & Maintena | SEELEY BROOK PARK | | | | \$3,660.00 |
| | Invoice .07072022-2 | | | | | |
| Cash Payment | E 101-41940-401 Repairs/Maint Buildings | CITY HALL | | | | \$2,135.00 |
| | Invoice .07072022-5 | | | | | |
| Cash Payment | E 101-45200-229 Project Repair & Maintena | WOODBURY PARK BENCH PADS | | | | \$3,590.00 |
| | Invoice .07072022-1 | | | | | |
| Cash Payment | E 101-43210-401 Repairs/Maint Buildings | COMMUNITY PARK | | | | \$2,710.00 |
| | Invoice .07072022-4 | | | | | |
| Transaction Date | 7/7/2022 | Due 7/7/2022 | CASH | 10100 | Total | \$15,845.00 |

Claim Type

| | | | | | | |
|------------------|--|----------------------|------|-------|--------------|-----------|
| Claim# | 15011 | PAUSTIS WINE COMPANY | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | -\$2.50 |
| | Invoice 170107 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$15.00 |
| | Invoice 169753 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | -\$104.00 |
| | Invoice 170107 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | \$664.00 |
| | Invoice 169753 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$572.50 |

Claim Type

| | | | | | | |
|------------------|-----------------------------|--------------------|------|-------|--------------|--------------|
| Claim# | 15116 | PEARSON BROS. INC. | | | | |
| Cash Payment | E 405-43100-803 Sealcoating | SEALCOATING | | | | \$169,060.50 |
| | Invoice 5597 | | | | | |
| Transaction Date | 7/14/2022 | Due 7/14/2022 | CASH | 10100 | Total | \$169,060.50 |

Claim Type

| | | | | | | |
|------------------|--|---------------|------|-------|--------------|----------|
| Claim# | 15079 | PEPSI COLA | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$445.80 |
| | Invoice 31027252 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$445.80 |

Claim Type

| | | | | | | |
|------------------|-------------------------------|-----------------------------|------|-------|--------------|----------|
| Claim# | 15108 | PETERSON, JAMIE AND NICHOLE | | | | |
| Cash Payment | G 601-22200 Deferred Revenues | REFUND ACCT#3985 | | | | \$146.01 |
| | Invoice .07132022-8 | | | | | |
| Cash Payment | R 603-37400 Storm Water Fees | STORMWATER FEE 2022 | | | | -\$60.00 |
| | Invoice .07132022-8 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$86.01 |

Claim Type

| | | | | | | |
|--------------|--|-----------------------------|--|--|--|---------|
| Claim# | 15078 | PHILLIPS WINE & SPIRITS CO. | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$22.75 |
| | Invoice 6426126 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$42.14 |
| | Invoice 6422173 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$1.75 |
| | Invoice 6426127 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$8.75 |
| | Invoice 6422175 | | | | | |

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|------------------|--|---------------|------|-------|--------------|------------|
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$57.75 |
| | Invoice 6422174 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$1,395.50 |
| | Invoice 6426126 | | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$27.95 |
| | Invoice 6426127 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | \$1,911.49 |
| | Invoice 6422174 | | | | | |
| Cash Payment | E 609-49751-254 Miscellaneous Merchandis | MISC | | | | \$105.50 |
| | Invoice 6422175 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$2,049.00 |
| | Invoice 6422173 | | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$5,622.58 |

Claim TypeClaim# 15107 *PROGRESSIVE BUILDERS*

| | | | | | | |
|--------------|----------------------|--------------------------------|--|--|--|------------|
| Cash Payment | G 803-22000 Deposits | REFUND ESCROW - 23704 MARIGOLD | | | | \$9,750.00 |
| | Invoice .07132022-7 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|------------|
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$9,750.00 |
|------------------|-----------|---------------|------|-------|--------------|------------|

Claim TypeClaim# 15086 *RMB ENVIRONMENTAL LAB*

| | | | | | | |
|--------------|--------------------------------|---------------------|--|--|--|----------|
| Cash Payment | E 602-49490-313 Sample Testing | ALL WEEKS COOLER 2 | | | | \$126.32 |
| | Invoice B005947 | | | | | |
| Cash Payment | E 602-49490-313 Sample Testing | WEEKS 2-4 COOLER 1 | | | | \$140.00 |
| | Invoice B005825 | | | | | |
| Cash Payment | E 602-49490-313 Sample Testing | ALL WEEKS COOLER 2 | | | | \$116.00 |
| | Invoice B005852 | | | | | |
| Cash Payment | E 602-49490-313 Sample Testing | DATA MANAGEMENT FEE | | | | \$119.79 |
| | Invoice B006015 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|----------|
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total | \$502.11 |
|------------------|-----------|---------------|------|-------|--------------|----------|

Claim TypeClaim# 15106 *ROCK, DARWIN*

| | | | | | | |
|--------------|-------------------------------|------------------|--|--|--|----------|
| Cash Payment | G 601-22200 Deferred Revenues | REFUND ACCT#5223 | | | | \$205.72 |
| | Invoice .07132022-7 | | | | | |

| | | | | | | |
|------------------|-----------|---------------|------|-------|--------------|----------|
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$205.72 |
|------------------|-----------|---------------|------|-------|--------------|----------|

Claim TypeClaim# 15000 *ROSEVILLE, CITY OF*

| | | | | | | |
|--------------|---|-------------|--|--|--|------------|
| Cash Payment | E 101-41110-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-41400-310 Computer Consulting Fee | IT SERVICES | | | | \$1,548.32 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-42110-310 Computer Consulting Fee | IT SERVICES | | | | \$5,419.14 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-42210-310 Computer Consulting Fee | IT SERVICES | | | | \$995.35 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-43100-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-45200-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 601-49440-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |

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|------------------|---|--------------|------|-------|--------------|-------------|
| Cash Payment | E 602-49490-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 609-49750-310 Computer Consulting Fee | IT SERVICES | | | | \$221.19 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-42400-310 Computer Consulting Fee | IT SERVICES | | | | \$442.38 |
| | Invoice 0231052 | | | | | |
| Cash Payment | E 101-41910-310 Computer Consulting Fee | IT SERVICES | | | | \$221.18 |
| | Invoice 0231052 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$11,059.46 |

Claim Type

| | | | | | | |
|------------------|--|--------------------|------|-------|--------------|---------|
| Claim# | 15105 | ROYAL SUPPLY | | | | |
| Cash Payment | E 101-41940-210 Operating Supplies | OPERATING SUPPLIES | | | | \$27.20 |
| | Invoice 3680 | | | | | |
| Cash Payment | E 101-42110-217 Other Operating Supplies | OPERATING SUPPLIES | | | | \$13.60 |
| | Invoice 3680 | | | | | |
| Cash Payment | E 101-43100-217 Other Operating Supplies | OPERATING SUPPLIES | | | | \$6.80 |
| | Invoice 3680 | | | | | |
| Cash Payment | E 101-45200-217 Other Operating Supplies | OPERATING SUPPLIES | | | | \$6.80 |
| | Invoice 3680 | | | | | |
| Cash Payment | E 601-49440-217 Other Operating Supplies | OPERATING SUPPLIES | | | | \$6.80 |
| | Invoice 3680 | | | | | |
| Cash Payment | E 602-49490-217 Other Operating Supplies | OPERATING SUPPLIES | | | | \$6.80 |
| | Invoice 3680 | | | | | |
| Transaction Date | 7/13/2022 | Due 7/13/2022 | CASH | 10100 | Total | \$68.00 |

Claim Type

| | | | | | | |
|------------------|--|------------------------|------|-------|--------------|------------|
| Claim# | 15022 | SOUTHERN GLAZERS OF MN | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$64.96 |
| | Invoice 2229500 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$10.24 |
| | Invoice 5085871 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$11.52 |
| | Invoice 2229501 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$14.72 |
| | Invoice 2231870 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$1.28 |
| | Invoice 5085053 | | | | | |
| Cash Payment | E 609-49751-206 Freight and Fuel Charges | FREIGHT | | | | \$6.40 |
| | Invoice 2231871 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$999.98 |
| | Invoice 5085871 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$5,953.10 |
| | Invoice 2229500 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | \$438.42 |
| | Invoice 2229501 | | | | | |
| Cash Payment | E 609-49751-253 Wine For Resale | WINE | | | | \$210.00 |
| | Invoice 2231871 | | | | | |
| Cash Payment | E 609-49751-251 Liquor For Resale | LIQUOR | | | | \$1,110.40 |
| | Invoice 2231870 | | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total | \$8,821.02 |

Claim Type

Claim# 15035 SPOT ON

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| | | | | | |
|------------------|---------------------------------|----------------|------|-------|----------------------|
| Cash Payment | E 101-43100-200 Office Supplies | ID BADGES - PW | | | \$48.72 |
| | Invoice 070622-SFPW | | | | |
| Cash Payment | E 601-49440-200 Office Supplies | ID BADGES - PW | | | \$48.71 |
| | Invoice 070622-SFPW | | | | |
| Transaction Date | 7/7/2022 | Due 7/7/2022 | CASH | 10100 | Total \$97.43 |

Claim Type

| | | | | | |
|------------------|--|----------------------|------|-------|-----------------------|
| Claim# | 15089 | STORM TRAINING GROUP | | | |
| Cash Payment | E 101-42110-208 Training and Instruction | FIT TRAINING - HEARN | | | \$943.95 |
| | Invoice 0000837 | | | | |
| Transaction Date | 7/12/2022 | Due 7/12/2022 | CASH | 10100 | Total \$943.95 |

Claim Type

| | | | | | |
|------------------|---------------------------------|-----------------|------|-------|-----------------------|
| Claim# | 15020 | STREICHER S | | | |
| Cash Payment | E 101-42110-237 Small Equipment | SMALL EQUIPMENT | | | \$705.08 |
| | Invoice 1576893 | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total \$705.08 |

Claim Type

| | | | | | |
|------------------|--------------------------|-----------------------------|------|-------|-----------------------|
| Claim# | 15019 | TIMESAVER OFF SITE SEC. INC | | | |
| Cash Payment | E 101-41400-311 Contract | AUDIO MINUTES | | | \$515.50 |
| | Invoice M27441 | | | | |
| Transaction Date | 7/6/2022 | Due 7/6/2022 | CASH | 10100 | Total \$515.50 |

Claim Type

| | | | | | |
|------------------|----------------------|---|------|-------|-----------------------|
| Claim# | 15081 | WATERWORTH, KYLE | | | |
| Cash Payment | G 803-22000 Deposits | REFUND DRIVEWAY ESCROW - 2500 244TH AVE | | | \$250.00 |
| | Invoice .07112022 | | | | |
| Transaction Date | 7/11/2022 | Due 7/11/2022 | CASH | 10100 | Total \$250.00 |

| | |
|---------------------------------------|---------------------|
| Pre-Written Checks | \$0.00 |
| Checks to be Generated by the Compute | \$353,114.66 |
| Total | \$353,114.66 |

CITY OF ST FRANCIS
Payments

Current Period: July 2022

| | | | | | |
|-------------------------------|-------------------------------|--------------|-------|-------|--------------|
| Payments Batch P-DEBT 07-2022 | | \$144,725.63 | | | |
| Refer | 15109 BOND TRUST SERVICES | | | | |
| Cash Payment Invoice | E 602-47000-611 Bond Interest | 2015A BONDS | | | \$6,530.00 |
| Cash Payment Invoice | E 327-47000-610 Interest | 2015A BONDS | | | \$1,600.00 |
| Cash Payment Invoice | E 601-47000-611 Bond Interest | 2016A BONDS | | | \$2,478.00 |
| Cash Payment Invoice | E 602-47000-611 Bond Interest | 2016A BONDS | | | \$18,172.00 |
| Cash Payment Invoice | E 330-47000-611 Bond Interest | 2017A BONDS | | | \$79,640.63 |
| Cash Payment Invoice | E 311-47000-611 Bond Interest | 2021A BONDS | | | \$1,425.00 |
| Cash Payment Invoice | E 601-47000-611 Bond Interest | 2021A BONDS | | | \$14,605.00 |
| Cash Payment Invoice | E 602-47000-611 Bond Interest | 2021A BONDS | | | \$20,275.00 |
| Transaction Date | 7/13/2022 | CASH | 10100 | Total | \$144,725.63 |

| | |
|--------------------------|--------------|
| Fund Summary | |
| | 10100 CASH |
| 311 2013 Debt Service | \$1,425.00 |
| 327 2015 Debt Service | \$1,600.00 |
| 330 2017 Refunding Bonds | \$79,640.63 |
| 601 WATER FUND | \$17,083.00 |
| 602 SEWER FUND | \$44,977.00 |
| | \$144,725.63 |

| | |
|--|--------------|
| Pre-Written Checks | \$0.00 |
| Checks to be Generated by the Computer | \$144,725.63 |
| Total | \$144,725.63 |

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Payments

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Current Period: June 2022

| | | | | | |
|---------------------------------|--|------------------------------|-------|-------|-------------|
| Payments Batch P-WIRE-JUNE 2022 | | \$206,828.34 | | | |
| Refer | 14699 HEALTH PARTNERS | <u>Ck# 001701E 6/30/2022</u> | | | |
| Cash Payment | G 101-21708 Health Premium | HEALTH INSURANCE | | | \$27,500.64 |
| Invoice | | | | | |
| Transaction Date | 6/1/2022 | CASH | 10100 | Total | \$27,500.64 |
| Refer | 14700 CAYAN | <u>Ck# 001702E 6/30/2022</u> | | | |
| Cash Payment | E 609-49751-207 Credit Card Expenditures | LIQUOR CC FEES | | | \$8,806.44 |
| Invoice | | | | | |
| Transaction Date | 6/2/2022 | CASH | 10100 | Total | \$8,806.44 |
| Refer | 14701 SUN LIFE FINANCIAL | <u>Ck# 001703E 6/30/2022</u> | | | |
| Cash Payment | E 101-41400-130 Employer Paid Insurance | JUNE INSURANCE | | | \$222.22 |
| Invoice | | | | | |
| Cash Payment | E 101-41500-130 Employer Paid Insurance | JUNE INSURANCE | | | \$147.79 |
| Invoice | | | | | |
| Cash Payment | E 101-41910-130 Employer Paid Insurance | JUNE INSURANCE | | | \$70.95 |
| Invoice | | | | | |
| Cash Payment | E 101-42110-130 Employer Paid Insurance | JUNE INSURANCE | | | \$767.42 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-130 Employer Paid Insurance | JUNE INSURANCE | | | \$81.67 |
| Invoice | | | | | |
| Cash Payment | E 101-42400-130 Employer Paid Insurance | JUNE INSURANCE | | | \$77.60 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-130 Employer Paid Insurance | JUNE INSURANCE | | | \$180.28 |
| Invoice | | | | | |
| Cash Payment | E 101-43210-130 Employer Paid Insurance | JUNE INSURANCE | | | \$40.07 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-130 Employer Paid Insurance | JUNE INSURANCE | | | \$180.28 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-130 Employer Paid Insurance | JUNE INSURANCE | | | \$106.99 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-130 Employer Paid Insurance | JUNE INSURANCE | | | \$106.98 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-130 Employer Paid Insurance | JUNE INSURANCE | | | \$196.17 |
| Invoice | | | | | |
| Transaction Date | 6/2/2022 | CASH | 10100 | Total | \$2,178.42 |
| Refer | 14702 ACE SOLID WASTE, INC. | <u>Ck# 001704E 6/30/2022</u> | | | |
| Cash Payment | E 101-43210-384 Refuse/Garbage Dispos | GARBAGE | | | \$76.10 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-384 Refuse/Garbage Dispos | GARBAGE | | | \$79.89 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-384 Refuse/Garbage Dispos | GARBAGE | | | \$265.28 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-384 Refuse/Garbage Dispos | GARBAGE | | | \$88.90 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-384 Refuse/Garbage Dispos | GARBAGE | | | \$88.90 |
| Invoice | | | | | |
| Cash Payment | E 101-43210-384 Refuse/Garbage Dispos | GARBAGE | | | \$78.54 |
| Invoice | | | | | |

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|------------------|---------------------------------------|-----------------------|-------|-------|-------------|
| Cash Payment | E 101-43100-384 Refuse/Garbage Dispos | GARBAGE | | | \$58.00 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-384 Refuse/Garbage Dispos | GARBAGE | | | \$57.99 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-384 Refuse/Garbage Dispos | GARBAGE | | | \$57.99 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-384 Refuse/Garbage Dispos | GARBAGE | | | \$57.99 |
| Invoice | | | | | |
| Cash Payment | E 101-42110-384 Refuse/Garbage Dispos | GARBAGE | | | \$231.97 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-384 Refuse/Garbage Dispos | GARBAGE | | | \$70.26 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-384 Refuse/Garbage Dispos | GARBAGE | | | \$70.25 |
| Invoice | | | | | |
| Transaction Date | 6/2/2022 | CASH | 10100 | Total | \$1,282.06 |
| Refer | 14703 DELTA DENTAL | Ck# 001705E 6/30/2022 | | | |
| Cash Payment | G 101-21711 Dental Insurance | PREMIUM | | | \$1,316.44 |
| Invoice | | | | | |
| Transaction Date | 6/7/2022 | CASH | 10100 | Total | \$1,316.44 |
| Refer | 14704 U S BANK EQUIPMENT FINANCE | Ck# 001706E 6/30/2022 | | | |
| Cash Payment | E 101-41400-240 Office Equip | COPIER LEASE | | | \$179.70 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-240 Office Equip | COPIER LEASE | | | \$179.70 |
| Invoice | | | | | |
| Cash Payment | E 101-43210-240 Office Equip | COPIER LEASE | | | \$179.70 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-240 Office Equip | COPIER LEASE | | | \$179.70 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-240 Office Equip | COPIER LEASE | | | \$179.70 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-240 Office Equip | COPIER LEASE | | | \$179.50 |
| Invoice | | | | | |
| Transaction Date | 6/8/2022 | CASH | 10100 | Total | \$1,078.00 |
| Refer | 14705 COLONIAL INSURANCE | Ck# 001707E 6/30/2022 | | | |
| Cash Payment | G 101-21712 Colonial Insurance | PREMIUM | | | \$352.96 |
| Invoice | | | | | |
| Transaction Date | 6/8/2022 | CASH | 10100 | Total | \$352.96 |
| Refer | 14706 FWT | Ck# 001708E 6/30/2022 | | | |
| Cash Payment | G 101-21703 FICA Tax Withholding | PAYROLL 06-09-2022 | | | \$8,201.44 |
| Invoice | | | | | |
| Cash Payment | G 101-21709 Medicare | PAYROLL 06-09-2022 | | | \$3,104.32 |
| Invoice | | | | | |
| Cash Payment | G 101-21701 Federal Withholding | PAYROLL 06-09-2022 | | | \$10,611.35 |
| Invoice | | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total | \$21,917.11 |
| Refer | 14707 PERA | Ck# 001709E 6/30/2022 | | | |

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| Cash Payment | G 101-21704 PERA | PAYROLL 06-09-2022 | | \$21,397.96 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$21,397.96 |
| Refer | 14708 VOYA | Ck# 001710E 6/30/2022 | | |
| Cash Payment | G 101-21710 Deferred Comp | PAYROLL 06-09-2022 | | \$1,765.00 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$1,765.00 |
| Refer | 14709 ICMA | Ck# 001711E 6/30/2022 | | |
| Cash Payment | G 101-21710 Deferred Comp | PAYROLL 06-09-2022 | | \$489.17 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$489.17 |
| Refer | 14710 SWT | Ck# 001712E 6/30/2022 | | |
| Cash Payment | G 101-21702 State Withholding | PAYROLL 06-09-2022 | | \$4,654.28 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$4,654.28 |
| Refer | 14711 MN STATE RETIREMENT SYSTEM | Ck# 001713E 6/30/2022 | | |
| Cash Payment | G 101-21714 Health Care Savings | PAYROLL 06-09-2022 | | \$495.16 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$495.16 |
| Refer | 14712 HSA CONTRIBUTION | Ck# 001714E 6/30/2022 | | |
| Cash Payment | G 101-21714 Health Care Savings | PAYROLL 06-09-2022 | | \$818.66 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$818.66 |
| Refer | 14713 PAYMENT SERVICE NETWORK | Ck# 001715E 6/30/2022 | | |
| Cash Payment | E 601-49440-430 Bank Fees | CC FEES | | \$471.25 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$471.25 |
| Refer | 14714 INVOICE CLOUD | Ck# 001716E 6/30/2022 | | |
| Cash Payment | E 601-49440-430 Bank Fees | MONTHLY FEES | | \$32.98 |
| Invoice | | | | |
| Cash Payment | E 602-49490-430 Bank Fees | MONTHLY FEES | | \$32.97 |
| Invoice | | | | |
| Transaction Date | 6/9/2022 | CASH | 10100 | Total \$65.95 |
| Refer | 14751 CINTAS | Ck# 001717E 6/30/2022 | | |
| Cash Payment | E 601-49440-311 Contract | WATER PLANT RUGS | | \$23.04 |
| Invoice | | | | |
| Cash Payment | E 101-41940-219 Rug Maintenance | CITY HALL RUGS | | \$15.36 |
| Invoice | | | | |
| Cash Payment | E 601-49440-417 Uniform Clothing & PPE | UNIFORMS | | \$23.28 |
| Invoice | | | | |
| Cash Payment | E 602-49490-417 Uniform Clothing & PPE | UNIFORMS | | \$23.27 |
| Invoice | | | | |
| Cash Payment | E 101-45200-402 Janitorial Service | RUGS & SUPPLIES | | \$12.92 |
| Invoice | | | | |
| Cash Payment | E 101-43100-402 Janitorial Service | RUGS & SUPPLIES | | \$12.92 |
| Invoice | | | | |

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|------------------|--|-----------------------|-------|------------------|
| Cash Payment | E 601-49440-402 Janitorial Service | RUGS & SUPPLIES | | \$12.92 |
| Invoice | | | | |
| Cash Payment | E 602-49490-402 Janitorial Service | RUGS & SUPPLIES | | \$12.92 |
| Invoice | | | | |
| Cash Payment | E 101-42110-402 Janitorial Service | RUGS & SUPPLIES | | \$51.68 |
| Invoice | | | | |
| Cash Payment | E 609-49750-219 Rug Maintenance | LIQUOR STORE RUGS | | \$54.46 |
| Invoice | | | | |
| Transaction Date | 6/10/2022 | CASH | 10100 | Total \$242.77 |
| Refer | 14752 CENTERPOINT ENERGY | Ck# 001718E 6/30/2022 | | |
| Cash Payment | E 601-49440-383 Gas Utilities | 3911 233RD AVENUE-GAS | | \$28.05 |
| Invoice | | | | |
| Transaction Date | 6/10/2022 | CASH | 10100 | Total \$28.05 |
| Refer | 14825 FWT | Ck# 001719E 6/30/2022 | | |
| Cash Payment | G 101-21703 FICA Tax Withholding | PAYROLL 06-21-2022 | | \$1,123.78 |
| Invoice | | | | |
| Cash Payment | G 101-21709 Medicare | PAYROLL 06-21-2022 | | \$317.96 |
| Invoice | | | | |
| Cash Payment | G 101-21701 Federal Withholding | PAYROLL 06-21-2022 | | \$306.85 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$1,748.59 |
| Refer | 14826 PERA | Ck# 001720E 6/30/2022 | | |
| Cash Payment | G 101-21704 PERA | PAYROLL 06-21-2022 | | \$483.12 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$483.12 |
| Refer | 14827 SWT | Ck# 001721E 6/30/2022 | | |
| Cash Payment | G 101-21702 State Withholding | PAYROLL 06-21-2022 | | \$44.22 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$44.22 |
| Refer | 14828 STATE OF ARIZONA | Ck# 001722E 6/30/2022 | | |
| Cash Payment | G 101-21716 Other Deductions | PAYROLL 06-21-2022 | | \$71.32 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$71.32 |
| Refer | 14829 STATE OF MINNESOTA | Ck# 001723E 6/22/2022 | | |
| Cash Payment | G 101-21716 Other Deductions | PAYROLL 06-21-2022 | | \$240.11 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$240.11 |
| Refer | 14830 CAYAN | Ck# 001724E 6/30/2022 | | |
| Cash Payment | E 609-49751-207 Credit Card Expenditures | LIQUOR CC FEES | | \$64.11 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$64.11 |
| Refer | 14831 ACE SOLID WASTE, INC. | Ck# 001725E 6/30/2022 | | |
| Cash Payment | E 101-43210-439 Recycling Days | RECYCLING DAYS | | \$4,079.27 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$4,079.27 |

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|------------------|----------------------------------|-----------------------|-------|-------------------|
| Refer | 14832 MN DEPT OF REVENUE | Ck# 001726E 6/30/2022 | | |
| Cash Payment | G 609-20810 Sales Tax Payable | MAY SALES TAX | | \$24,668.00 |
| Invoice | | | | |
| Cash Payment | G 601-20810 Sales Tax Payable | MAY SALES TAX | | \$738.00 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$25,406.00 |
| Refer | 14833 FWT | Ck# 001727E 6/30/2022 | | |
| Cash Payment | G 101-21703 FICA Tax Withholding | PAYROLL 06-23-2022 | | \$8,147.36 |
| Invoice | | | | |
| Cash Payment | G 101-21709 Medicare | PAYROLL 06-23-2022 | | \$3,047.10 |
| Invoice | | | | |
| Cash Payment | G 101-21701 Federal Withholding | PAYROLL 06-23-2022 | | \$10,637.87 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$21,832.33 |
| Refer | 14834 PERA | Ck# 001728E 6/30/2022 | | |
| Cash Payment | G 101-21704 PERA | PAYROLL 06-23-2022 | | \$20,835.98 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$20,835.98 |
| Refer | 14835 VOYA | Ck# 001729E 6/30/2022 | | |
| Cash Payment | G 101-21710 Deferred Comp | PAYROLL 06-23-2022 | | \$1,765.00 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$1,765.00 |
| Refer | 14836 ICMA | Ck# 001730E 6/30/2022 | | |
| Cash Payment | G 101-21710 Deferred Comp | PAYROLL 06-23-2022 | | \$489.17 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$489.17 |
| Refer | 14837 MN STATE RETIREMENT SYSTEM | Ck# 001731E 6/30/2022 | | |
| Cash Payment | G 101-21714 Health Care Savings | PAYROLL 06-23-2022 | | \$485.48 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$485.48 |
| Refer | 14838 SWT | Ck# 001732E 6/30/2022 | | |
| Cash Payment | G 101-21702 State Withholding | PAYROLL 06-23-2022 | | \$4,529.38 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$4,529.38 |
| Refer | 14839 HSA CONTRIBUTION | Ck# 001733E 6/30/2022 | | |
| Cash Payment | G 101-21714 Health Care Savings | PAYROLL 06-23-2022 | | \$818.66 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$818.66 |
| Refer | 14840 FWT | Ck# 001734E 6/30/2022 | | |
| Cash Payment | G 101-21709 Medicare | PAYROLL 06-23-2022 S | | \$345.70 |
| Invoice | | | | |
| Cash Payment | G 101-21701 Federal Withholding | PAYROLL 06-23-2022 S | | \$824.61 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$1,170.31 |
| Refer | 14841 PERA | Ck# 001735E 6/30/2022 | | |

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| Cash Payment | G 101-21704 PERA | PAYROLL 06-23-2022 S | | \$3,330.95 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$3,330.95 |
| Refer | 14842 SWT | Ck# 001736E 6/30/2022 | | |
| Cash Payment | G 101-21702 State Withholding | PAYROLL 06-23-2022 S | | \$406.81 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$406.81 |
| Refer | 14843 MN STATE RETIREMENT SYSTEM | Ck# 001737E 6/30/2022 | | |
| Cash Payment | G 101-21714 Health Care Savings | PAYROLL 06-23-2022 S | | \$225.83 |
| Invoice | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total \$225.83 |
| Refer | 14916 CONNEXUS ENERGY | Ck# 001788E 6/30/2022 | | |
| Cash Payment | E 101-41940-381 Electric Utilities | SIGN | | \$73.81 |
| Invoice | | | | |
| Cash Payment | E 101-41940-381 Electric Utilities | CITY HALL | | \$316.30 |
| Invoice | | | | |
| Cash Payment | E 602-49490-381 Electric Utilities | LIFT STATIONS | | \$785.62 |
| Invoice | | | | |
| Cash Payment | E 101-45200-381 Electric Utilities | PARKS | | \$235.02 |
| Invoice | | | | |
| Cash Payment | E 601-49440-380 Electric-System | WATER | | \$4,880.17 |
| Invoice | | | | |
| Cash Payment | E 101-43100-386 Street Lighting | STREET LIGHTS | | \$2,538.52 |
| Invoice | | | | |
| Cash Payment | E 602-49490-381 Electric Utilities | WWTP | | \$8,822.23 |
| Invoice | | | | |
| Cash Payment | E 609-49750-381 Electric Utilities | LIQUOR STORE | | \$925.36 |
| Invoice | | | | |
| Cash Payment | E 101-42110-381 Electric Utilities | SIREN | | \$5.00 |
| Invoice | | | | |
| Cash Payment | E 101-42110-381 Electric Utilities | SIREN | | \$5.00 |
| Invoice | | | | |
| Cash Payment | E 101-42210-381 Electric Utilities | SIREN | | \$5.00 |
| Invoice | | | | |
| Cash Payment | E 101-42210-381 Electric Utilities | FIRE | | \$444.39 |
| Invoice | | | | |
| Cash Payment | E 101-43100-381 Electric Utilities | POLICE/PW | | \$177.38 |
| Invoice | | | | |
| Cash Payment | E 101-45200-381 Electric Utilities | POLICE/PW | | \$177.38 |
| Invoice | | | | |
| Cash Payment | E 601-49440-381 Electric Utilities | POLICE/PW | | \$177.38 |
| Invoice | | | | |
| Cash Payment | E 602-49490-381 Electric Utilities | POLICE/PW | | \$177.39 |
| Invoice | | | | |
| Cash Payment | E 101-42110-381 Electric Utilities | POLICE/PW | | \$709.54 |
| Invoice | | | | |
| Transaction Date | 6/21/2022 | CASH | 10100 | Total \$20,455.49 |
| Refer | 14917 CAYAN | Ck# 001789E 6/30/2022 | | |

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| Cash Payment | E 609-49751-207 Credit Card Expenditures | LIQUOR CC FEES | | | \$5.35 |
| Invoice | | | | | |
| Transaction Date | 6/23/2022 | CASH | 10100 | Total | \$5.35 |
| Refer | 14957 CENTERPOINT ENERGY | Ck# 001790E 6/30/2022 | | | |
| Cash Payment | E 101-41940-383 Gas Utilities | CITY HALL #1 | | | \$16.80 |
| Invoice | | | | | |
| Cash Payment | E 101-41940-383 Gas Utilities | CITY HALL #2 | | | \$18.14 |
| Invoice | | | | | |
| Cash Payment | E 101-41940-383 Gas Utilities | CITY HALL #3 | | | \$16.80 |
| Invoice | | | | | |
| Cash Payment | E 101-41940-383 Gas Utilities | CITY HALL #4 | | | \$18.00 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-383 Gas Utilities | 23699 AMBASSADOR | | | \$27.56 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-383 Gas Utilities | 3740 BRIDGE STREET-GENERATOR | | | \$25.19 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-383 Gas Utilities | WARMING HOUSE | | | \$23.52 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-383 Gas Utilities | 4020 ST. FRANCIS BLVD | | | \$11.76 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-383 Gas Utilities | 4020 ST. FRANCIS BLVD | | | \$11.76 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-383 Gas Utilities | 4020 ST. FRANCIS BLVD-OLD WWTP | | | \$16.80 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-383 Gas Utilities | WWTP | | | \$302.44 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-383 Gas Utilities | LIQUOR STORE | | | \$25.20 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-383 Gas Utilities | FIRE STATION | | | \$384.68 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-383 Gas Utilities | WATER PLANT | | | \$514.15 |
| Invoice | | | | | |
| Cash Payment | E 101-42110-383 Gas Utilities | POLICE/PW | | | \$294.07 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-383 Gas Utilities | POLICE/PW | | | \$73.52 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-383 Gas Utilities | POLICE/PW | | | \$73.52 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-383 Gas Utilities | POLICE/PW | | | \$73.52 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-383 Gas Utilities | POLICE/PW | | | \$73.51 |
| Invoice | | | | | |
| Transaction Date | 6/28/2022 | CASH | 10100 | Total | \$2,000.94 |
| Refer | 14958 ALERUS | Ck# 001791E 6/30/2022 | | | |
| Cash Payment | G 101-21706 Flex Account | FLEX REIMBURSEMENT | | | \$1,217.40 |
| Invoice | | | | | |
| Transaction Date | 6/28/2022 | CASH | 10100 | Total | \$1,217.40 |
| Refer | 14959 ALERUS | Ck# 001792E 6/30/2022 | | | |

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|------------------|---|----------------------|-------|-------|----------|
| Cash Payment | E 101-41540-301 Auditing and Acct g Servi FEE | | | | \$50.00 |
| Invoice | | | | | |
| Transaction Date | 6/28/2022 | CASH | 10100 | Total | \$50.00 |
| Refer | 15030 VILLAGE BANK | Ck# 001793E 7/6/2022 | | | |
| Cash Payment | E 101-41500-430 Bank Fees | BANK FEES | | | \$53.05 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-430 Bank Fees | BANK FEES | | | \$53.05 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-430 Bank Fees | BANK FEES | | | \$53.05 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-430 Bank Fees | BANK FEES | | | \$53.05 |
| Invoice | | | | | |
| Transaction Date | 7/6/2022 | CASH | 10100 | Total | \$212.20 |

Fund Summary

| | |
|------------------|--------------|
| | 10100 CASH |
| 101 GENERAL FUND | \$153,518.90 |
| 601 WATER FUND | \$7,473.13 |
| 602 SEWER FUND | \$10,772.89 |
| 609 LIQUOR FUND | \$35,063.42 |
| | \$206,828.34 |

| | |
|--|--------------|
| Pre-Written Checks | \$206,828.34 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | \$206,828.34 |

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| Payments Batch P-CC-JUNE 2022 | | \$18,023.41 | | | |
| Refer | 14844 ACTIVE 911 | Ck# 001738E 6/22/2022 | | | |
| Cash Payment | E 101-42110-433 Dues and Subscriptions | DUES/SUBSCRIPTION | | | \$42.00 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$42.00 |
| Refer | 14845 AMAZON.COM | Ck# 001739E 6/22/2022 | | | |
| Cash Payment | E 101-42110-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$13.38 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$86.24 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$39.93 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-228 Equipment Maintenance | EQUIPMENT MAINTAINENCE | | | \$98.52 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | | \$699.17 |
| Invoice | | | | | |
| Cash Payment | E 101-42110-441 Miscellaneous | MISCELLANEOUS | | | \$28.89 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-441 Miscellaneous | MISCELLANEOUS | | | \$41.84 |
| Invoice | | | | | |
| Cash Payment | E 101-43210-441 Miscellaneous | MISCELLANEOUS | | | \$20.48 |
| Invoice | | | | | |
| Cash Payment | E 101-41400-240 Office Equip | OFFICE EQUIPMENT | | | \$97.75 |
| Invoice | | | | | |
| Cash Payment | E 101-41400-200 Office Supplies | OFFICE SUPPLIES | | | \$174.75 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-200 Office Supplies | OFFICE SUPPLIES | | | \$45.87 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-217 Other Operating Supplie | OPERATING SUPPLIES | | | \$65.53 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-217 Other Operating Supplie | OPERATING SUPPLIES | | | \$267.85 |
| Invoice | | | | | |
| Cash Payment | E 609-49750-210 Operating Supplies | OPERATING SUPPLIES | | | \$131.73 |
| Invoice | | | | | |
| Cash Payment | E 101-41500-200 Office Supplies | SUPPLIES | | | \$166.42 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$1,978.35 |
| Refer | 14846 ANOKA COUNTY | Ck# 001740E 6/22/2022 | | | |
| Cash Payment | E 101-42110-217 Other Operating Supplie | OPERATING SUPPLIES | | | \$30.00 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$30.00 |
| Refer | 14847 AT&T, INC | Ck# 001741E 6/22/2022 | | | |
| Cash Payment | E 101-42210-321 Telephone | PHONE | | | \$439.18 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-321 Telephone | PHONE | | | \$76.46 |
| Invoice | | | | | |
| Cash Payment | E 101-41400-321 Telephone | PHONE | | | \$38.23 |
| Invoice | | | | | |

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| | | | | | |
|------------------|--|---------------------------------|-------|-------|------------|
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$553.87 |
| Refer | 14848 BUREAU OF CRIM APPREHENSIO | Ck# 001742E 6/22/2022 | | | |
| Cash Payment | E 101-42110-208 Training and Instruction | TRAINING | | | \$500.00 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$500.00 |
| Refer | 14849 BELLABEE INC. | Ck# 001743E 6/22/2022 | | | |
| Cash Payment | E 101-41400-200 Office Supplies | TO BE REIMBURSED - FRAUD CHARGE | | | \$1.00 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$1.00 |
| Refer | 14850 BEST WESTERN HOTEL | Ck# 001744E 6/22/2022 | | | |
| Cash Payment | E 101-41400-208 Training and Instruction | ST CLOUD HOTEL - TRAINING COST | | | \$440.20 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$440.20 |
| Refer | 14851 BURRO LOCO LLC | Ck# 001745E 6/22/2022 | | | |
| Cash Payment | E 101-42110-308 Community Education | COMMUNITY EDUCATION | | | \$134.17 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$134.17 |
| Refer | 14852 CASEY S GENERAL STORE | Ck# 001746E 6/22/2022 | | | |
| Cash Payment | E 101-42110-212 Motor Fuels | FUEL | | | \$755.93 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-212 Motor Fuels | FUEL | | | \$120.77 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-212 Motor Fuels | FUEL | | | \$265.48 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-212 Motor Fuels | FUEL | | | \$330.18 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-212 Motor Fuels | FUEL | | | \$234.50 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-212 Motor Fuels | FUEL | | | \$135.70 |
| Invoice | | | | | |
| Cash Payment | E 101-43210-439 Recycling Days | RECYCLING DAYS | | | \$3.99 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$1,846.55 |
| Refer | 14853 CLIPPINGMAGIC.COM | Ck# 001747E 6/22/2022 | | | |
| Cash Payment | E 101-43210-433 Dues and Subscriptions | SUBSCRIPTION | | | \$3.99 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$3.99 |
| Refer | 14854 COOLIES.COM | Ck# 001748E 6/22/2022 | | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | | \$255.60 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$255.60 |
| Refer | 14855 DEX MEDIA EAST LLC | Ck# 001749E 6/22/2022 | | | |
| Cash Payment | E 609-49750-340 Advertising | ADVERTISING | | | \$87.50 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$87.50 |

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|------------------|--|-----------------------------|-------|------------------|
| Refer | 14856 DISCOUNTMUGS.COM | Ck# 001750E 6/22/2022 | | |
| Cash Payment | E 101-43210-217 Other Operating Supplie | OPERATING SUPPLIES | | \$915.96 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$915.96 |
| Refer | 14857 DMI DELL | Ck# 001751E 6/22/2022 | | |
| Cash Payment | E 101-41110-433 Dues and Subscriptions | SUBSCRIPTION | | \$8.50 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$8.50 |
| Refer | 14858 HOLIDAY INN HOTEL | Ck# 001752E 6/22/2022 | | |
| Cash Payment | E 101-42110-331 Travel Expenses | DULUTH TRAVEL EXPENSE | | \$322.53 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$322.53 |
| Refer | 14859 EBAY | Ck# 001753E 6/22/2022 | | |
| Cash Payment | E 101-42110-221 Vehicle Repair & Mainten | VEHICLE MAINTAINENCE | | \$926.84 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$926.84 |
| Refer | 14860 FASTSIGNS | Ck# 001754E 6/22/2022 | | |
| Cash Payment | E 101-45200-319 Events | PARK EVENT | | \$230.50 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$230.50 |
| Refer | 14861 GALL S, INC. | Ck# 001755E 6/22/2022 | | |
| Cash Payment | E 101-42110-437 Uniform Allowance | UNIFORMS | | \$25.59 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$25.59 |
| Refer | 14862 HIVIS & SUMMIT SAFETY | Ck# 001756E 6/22/2022 | | |
| Cash Payment | E 101-43100-417 Uniform Clothing & PPE | UNIFORMS | | \$80.41 |
| Invoice | | | | |
| Cash Payment | E 101-43210-417 Uniform Clothing & PPE | UNIFORMS | | \$80.42 |
| Invoice | | | | |
| Cash Payment | E 101-45200-417 Uniform Clothing & PPE | UNIFORMS | | \$80.41 |
| Invoice | | | | |
| Cash Payment | E 601-49440-417 Uniform Clothing & PPE | UNIFORMS | | \$80.42 |
| Invoice | | | | |
| Cash Payment | E 602-49490-417 Uniform Clothing & PPE | UNIFORMS | | \$80.42 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$402.08 |
| Refer | 14863 ELITE LIFT TRUCK, INC | Ck# 001757E 6/22/2022 | | |
| Cash Payment | E 101-45200-218 Equipment Repair & Mai | EQUIPMENT MAINTAINENCE | | \$861.58 |
| Invoice | | | | |
| Cash Payment | E 101-45200-218 Equipment Repair & Mai | PARK EQUIPMENT MAINTAINENCE | | \$160.80 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$1,022.38 |
| Refer | 14864 INDUSTRIAL SAFETY PRODUCT | Ck# 001758E 6/22/2022 | | |
| Cash Payment | E 101-42210-218 Equipment Repair & Mai | EQUIPMENT MAINTAINENCE | | \$289.00 |
| Invoice | | | | |

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|------------------|--|-----------------------|-------|-------|------------|
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$289.00 |
| Refer | 14865 COUNTY MARKET - CITY ACCOUN | Ck# 001759E 6/22/2022 | | | |
| Cash Payment | E 101-42110-212 Motor Fuels | FUEL | | | \$1,139.07 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-212 Motor Fuels | FUEL | | | \$111.66 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-212 Motor Fuels | FUEL | | | \$99.07 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-319 Events | PARK EVENT | | | \$203.09 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$1,552.89 |
| Refer | 14866 KLEEN RITE CORP | Ck# 001760E 6/22/2022 | | | |
| Cash Payment | E 101-45200-217 Other Operating Supplie | OPERATING SUPPLIES | | | \$617.93 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$617.93 |
| Refer | 14867 KWIK TRIP | Ck# 001761E 6/22/2022 | | | |
| Cash Payment | E 101-42110-212 Motor Fuels | FUEL | | | \$1,690.79 |
| Invoice | | | | | |
| Cash Payment | E 101-42210-212 Motor Fuels | FUEL | | | \$19.56 |
| Invoice | | | | | |
| Cash Payment | E 101-42400-212 Motor Fuels | FUEL | | | \$200.67 |
| Invoice | | | | | |
| Cash Payment | E 601-49440-212 Motor Fuels | FUEL | | | \$213.80 |
| Invoice | | | | | |
| Cash Payment | E 602-49490-212 Motor Fuels | FUEL | | | \$214.71 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$2,339.53 |
| Refer | 14868 MENARDS | Ck# 001762E 6/22/2022 | | | |
| Cash Payment | E 609-49750-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$192.05 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$192.05 |
| Refer | 14869 MINNESOTA EQUIPMENT | Ck# 001763E 6/22/2022 | | | |
| Cash Payment | E 101-45200-237 Small Equipment | SMALL EQUIPMENT | | | \$299.99 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$299.99 |
| Refer | 14870 NATIONAL REGISTRY EMT | Ck# 001764E 6/22/2022 | | | |
| Cash Payment | E 101-42210-208 Training and Instruction | TRAINING | | | \$98.00 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$98.00 |
| Refer | 14871 NORTH SHORE DOOR PARTS | Ck# 001765E 6/22/2022 | | | |
| Cash Payment | E 101-42110-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$57.63 |
| Invoice | | | | | |
| Cash Payment | E 101-43100-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$57.63 |
| Invoice | | | | | |
| Cash Payment | E 101-45200-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$57.63 |
| Invoice | | | | | |

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|------------------|---|------------------------|-------|----------------|
| Cash Payment | E 601-49440-401 Repairs/Maint Buildings | BUILDING REPAIRS | | \$57.63 |
| Invoice | | | | |
| Cash Payment | E 602-49490-401 Repairs/Maint Buildings | BUILDING REPAIRS | | \$57.64 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$288.16 |
| Refer | 14872 OREILLY AUTO PARTS | Ck# 001766E 6/22/2022 | | |
| Cash Payment | E 101-43100-218 Equipment Repair & Mai | EQUIPMENT MAINTAINENCE | | \$112.76 |
| Invoice | | | | |
| Cash Payment | E 101-45200-218 Equipment Repair & Mai | EQUIPMENT MAINTAINENCE | | \$74.43 |
| Invoice | | | | |
| Cash Payment | E 602-49490-228 Equipment Maintenance | SEWER EQUIPMENT | | \$42.83 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$230.02 |
| Refer | 14873 POPP TELECOM | Ck# 001767E 6/22/2022 | | |
| Cash Payment | E 609-49750-321 Telephone | PHONE | | \$52.12 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$52.12 |
| Refer | 14874 POSITIVE PROMOTIONS | Ck# 001768E 6/22/2022 | | |
| Cash Payment | E 101-42110-308 Community Education | COMMUNITY EDUCATION | | \$431.50 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$431.50 |
| Refer | 14875 POSTMASTER - ST. FRANCIS | Ck# 001769E 6/22/2022 | | |
| Cash Payment | E 101-41400-322 Postage | POSTAGE | | \$100.00 |
| Invoice | | | | |
| Cash Payment | E 101-42110-322 Postage | POSTAGE | | \$50.00 |
| Invoice | | | | |
| Cash Payment | E 601-49440-313 Sample Testing | POSTAGE | | \$5.10 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$155.10 |
| Refer | 14876 REMARKABLE.COM | Ck# 001770E 6/22/2022 | | |
| Cash Payment | E 101-41500-441 Miscellaneous | SUBSCRIPTION | | \$7.99 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$7.99 |
| Refer | 14877 SAMS CLUB | Ck# 001771E 6/22/2022 | | |
| Cash Payment | E 101-42110-308 Community Education | COMMUNITY EDUCATION | | \$210.69 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$210.69 |
| Refer | 14878 SCHNEIDER IT - APC.COM | Ck# 001772E 6/22/2022 | | |
| Cash Payment | E 101-41400-200 Office Supplies | BATTERY | | \$101.63 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$101.63 |
| Refer | 14879 SP GLOVES.COM | Ck# 001773E 6/22/2022 | | |
| Cash Payment | E 101-42210-217 Other Operating Supplie | OPERATING SUPPLIES | | \$109.99 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$109.99 |

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|------------------|--|-----------------------|-------|-----------------|
| Refer | 14880 MOTIS FIRE RESCUE | Ck# 001774E 6/22/2022 | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | \$225.71 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$225.71 |
| Refer | 14881 SPEEDWAY | Ck# 001775E 6/22/2022 | | |
| Cash Payment | E 101-42110-212 Motor Fuels | FUEL | | \$128.08 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$128.08 |
| Refer | 14882 NATIONAL TACTICAL OFFICE | Ck# 001776E 6/22/2022 | | |
| Cash Payment | E 101-42110-208 Training and Instruction | TRAINING | | -\$665.00 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total -\$665.00 |
| Refer | 14883 STAMPS.COM | Ck# 001777E 6/22/2022 | | |
| Cash Payment | E 101-41400-322 Postage | POSTAGE | | \$17.99 |
| Invoice | | | | |
| Cash Payment | E 101-42110-322 Postage | POSTAGE | | \$17.99 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$35.98 |
| Refer | 14884 SUBWAY | Ck# 001778E 6/22/2022 | | |
| Cash Payment | E 101-43210-439 Recycling Days | RECYCLING DAYS | | \$146.51 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$146.51 |
| Refer | 14885 TELEDYNE ISCO, INC | Ck# 001779E 6/22/2022 | | |
| Cash Payment | E 602-49490-401 Repairs/Maint Buildings | BUILDING REPAIRS | | \$333.16 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$333.16 |
| Refer | 14886 HOME DEPOT | Ck# 001780E 6/22/2022 | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | \$85.69 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$85.69 |
| Refer | 14887 VERIZON WIRELESS | Ck# 001781E 6/22/2022 | | |
| Cash Payment | E 101-42110-321 Telephone | PHONE | | \$427.56 |
| Invoice | | | | |
| Cash Payment | E 601-49440-321 Telephone | PHONE | | \$165.75 |
| Invoice | | | | |
| Cash Payment | E 602-49490-321 Telephone | PHONE | | \$142.67 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$735.98 |
| Refer | 14888 WALMART | Ck# 001782E 6/22/2022 | | |
| Cash Payment | E 101-42110-308 Community Education | COMMUNITY EDUCATION | | \$338.73 |
| Invoice | | | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | \$19.23 |
| Invoice | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total \$357.96 |
| Refer | 14889 WHEELER HARDWARE COMPANY | Ck# 001783E 6/22/2022 | | |

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|------------------|--|-----------------------|-------|-------|-----------|
| Cash Payment | E 609-49750-401 Repairs/Maint Buildings | BUILDING REPAIRS | | | \$56.67 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$56.67 |
| Refer | 14890 WPSG, INC. | Ck# 001784E 6/22/2022 | | | |
| Cash Payment | E 101-42210-209 Fire Prevention Supplies | FIRE PREVENTION | | | \$104.69 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$104.69 |
| Refer | 14891 NORTHERN SAFETY CO., INC. | Ck# 001785E 6/22/2022 | | | |
| Cash Payment | E 101-43210-417 Uniform Clothing & PPE | UNIFORMS | | | \$15.63 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$15.63 |
| Refer | 14892 ZIEGLER, INC. | Ck# 001786E 6/22/2022 | | | |
| Cash Payment | E 101-45200-237 Small Equipment | SMALL EQUIPMENT | | | -\$257.91 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | -\$257.91 |
| Refer | 14893 ZOOM.US | Ck# 001787E 6/22/2022 | | | |
| Cash Payment | E 101-41400-433 Dues and Subscriptions | SUBSCRIPTION | | | \$16.06 |
| Invoice | | | | | |
| Transaction Date | 6/22/2022 | CASH | 10100 | Total | \$16.06 |

Fund Summary

| | |
|------------------|-------------|
| | 10100 CASH |
| 101 GENERAL FUND | \$15,415.25 |
| 601 WATER FUND | \$856.27 |
| 602 SEWER FUND | \$1,191.89 |
| 609 LIQUOR FUND | \$560.00 |
| | \$18,023.41 |

| | |
|--|-------------|
| Pre-Written Checks | \$18,023.41 |
| Checks to be Generated by the Computer | \$0.00 |
| Total | \$18,023.41 |



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: CIP 2022-2026 Hearing and Approval
DATE: July 18, 2022

OVERVIEW:

Each year the city must approve the CIP for the next 5 years by August 15th. The proposed CIP was put on the website back in June. It can be found under departments-finance-documents. It is 2023-2027 Capital Improvement Plan.

Funding for the capital equipment is coming from transfers from Water and Sewer of \$20,000 each per year and for 2020, \$280,000 from the general tax levy.

ACTION TO BE CONSIDERED:

Council needs to have the public hearing on the CIP for 2023-2027. After the hearing has been concluded, the 2023-2027 Capital Improvement Plan would need to be approved.

BUDGET IMPLICATION:

Capital equipment purchases will be added to the budget in the year they are to be purchased. Other projects will need to be brought to council when the project is scheduled to move forward.

Hoisington Koeigler Group Inc.



MEMO

July 6, 2022

TO: St. Francis City Council

FROM: Gabrielle Grinde, HKGi

RE: City of St. Francis Park System Plan

Draft St. Francis Park System Plan

The Draft St. Francis Park System Plan document is ready for review. The document includes recommendations that reflect community, stakeholder, staff, and Council input, and outlines recommendations for the future 10-20 years of the St. Francis park system.

A PDF of the document can be accessed at the following link:

<https://hkgi.sharefile.com/d-sa79907ed217d4b30a46022a9f7b36027>

The PDF is 27 mb.

The document is 64 pages long and includes several maps, images, tables, and narrative text. It is organized into the following sections:

- **Chap. 1: Introduction**
 - Purpose and background information
- **Chapter 2: Existing Conditions**
 - City Context, existing parks and facilities
- **Chapter 3: Needs Assessment**
 - Evaluation and assessment of the parks and recreation system compared to local and national metrics, community input, and gaps in service
- **Chapter 4: Development Recommendations**
 - Vision, long-term recommendations, and near-term projects identified to improve and maintain the system
- **Chapter 5: Implementation & Policies**
 - Budgeting, funding, and policies used to implement the recommendations

Key elements of the plan are included below and can be found on the pages identified.

Vision, Values, and Goals (page 33)

The following statements represent the vision of the future parks and recreation system in St. Francis based on the needs and desires of residents and previous planning completed by the city.

- The Rum River is an important identifying feature of the city. Connections to and use of the river is provided for all residents.
- The city's high quality of life is maintained with access to nature and recreation opportunities.

- Existing neighborhood and community parks are maintained for all to enjoy.
- The natural environment is celebrated.
- Parks, trails, and open spaces contribute to safe neighborhoods and a strong sense of community.
- Parks and community events contribute to vibrant commercial and downtown areas.
- Trails offer opportunities for residents and visitors to move about town by walking or bicycling.
- Partnerships and coordination are key to recreation opportunities for youth, seniors, and active adults.
- Parks and recreation that is offered by schools or other organizations is not duplicated by the city.

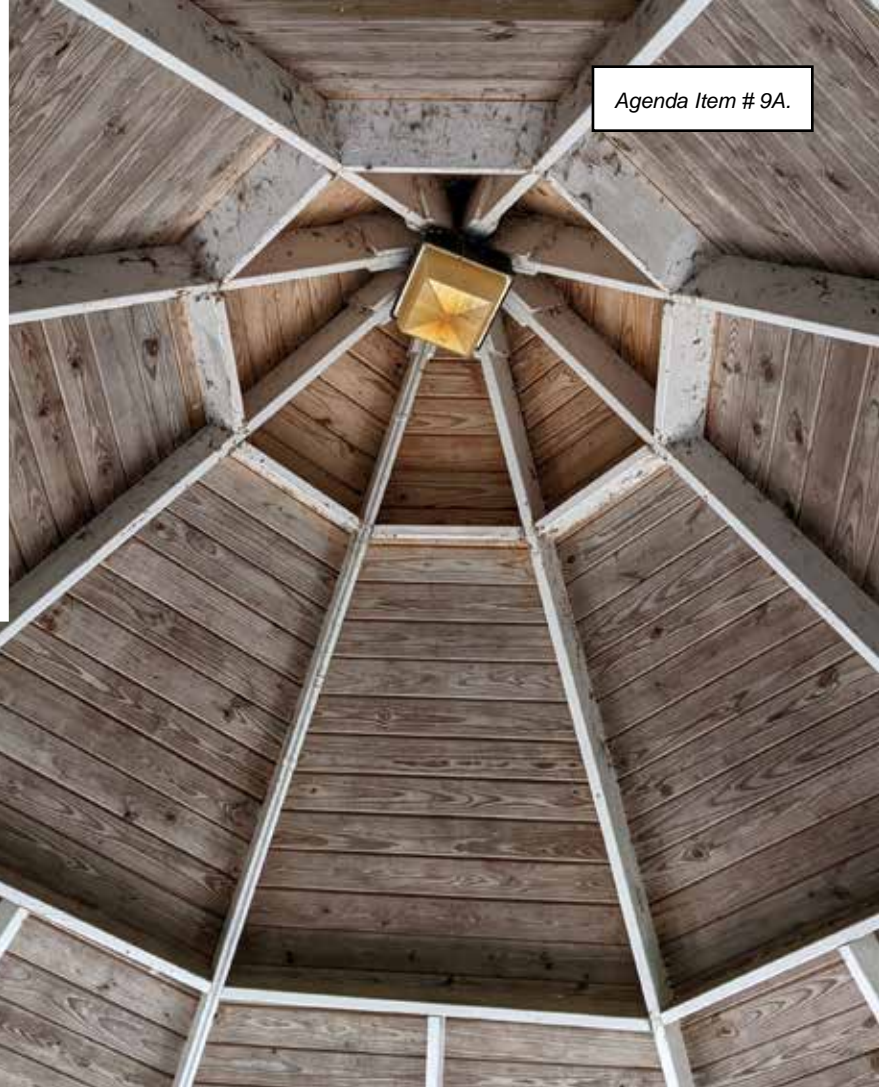
Development Recommendations (page 34)

The development recommendations are organized as follows:

| Recommendations Framework provides overarching goals and long-term recommendations (pages 35-43) | |
|--|--|
| | Overview |
| | Neighborhood Parks |
| | Community & Special Use Parks |
| | Community Facilities |
| | Natural Areas & Open Spaces |
| | Trails |
| | Programming |
| | Long-term Considerations |
| Specific Recommendations & Initiatives identifies short-term projects and priorities based on community input (pages 44-47) | |
| | Develop a farmers market in St. Francis |
| | Develop a splash pad at Community Park |
| | Develop paved trail network in the city for walking, running, and biking |
| | Develop an indoor community center |
| | Consider development of an off-leash dog park |
| | Develop new neighborhood parks and playgrounds |
| | Develop Rum River access |
| | Other considerations |
| Park Concept Plans recommend specific improvements to four park sites in the city (pages 48-53) | |
| | Woodbury Park |
| | Community Park |
| | Hidden Ponds Park |
| | NW 40-acre parcel/open space |

Next Steps

- July 18th CC Meeting: Presentation of draft document
- Edits and revisions to plan
- August ____, 2022-Adoption of plan



Agenda Item # 9A.

St. Francis, Minnesota Park System Plan

*DRAFT FOR CITY COUNCIL REVIEW
JULY 6, 2022*



DRAFT



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ACKNOWLEDGMENTS

CITY COUNCIL

Steve Feldman, Mayor
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Kevin Robinson, Council member
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CONSULTANT

HKGi

Thank you to all the St. Francis residents, visitors, and stakeholders who provided valuable input to the development of this plan!

“

Input from the community-wide survey included: “Would love more parks and recreation areas outside neighborhoods. Would love more hiking/walking trails.”

”





INTRODUCTION

Agenda Item # 9A.



PLAN PURPOSE

This Park System Plan document is a follow up plan to the City's 2040 Comprehensive Plan in support of the City's evolution of its growing parks, recreation, and trails system. This Plan references previous work and planning that has been completed as part of the following documents: *St. Francis Forward*, the *Bridge St. Design Guidelines*, the City's 2040 *Comprehensive Plan*, neighborhood park designs, Anoka County park and trail planning, and others.

This document includes individual park concepts plans, implementation recommendations related to capital projects, operations, maintenance, and planning projects, and strategic planning to support potential grant funding for future development of the parks, trails, and recreation system.

Community engagement input and input from elected officials is reflected in this plan to ensure that the recommendations represent the interests of the city's residents, recreation partners, business owners, students, and workers.

PLAN ORGANIZATION

Chap. 1: Introduction

Purpose and background information

Chapter 2: Existing Conditions

City Context, existing parks and facilities

Chapter 3: Needs Assessment

Evaluation and assessment of the parks and recreation system compared to local and national metrics, community input, and gaps in service

Chapter 4: Development Recommendations

Vision, long-term recommendations, and near-term projects identified to improve and maintain the system

Chapter 5: Implementation & Policies

Budgeting, funding, and policies used to implement the recommendations

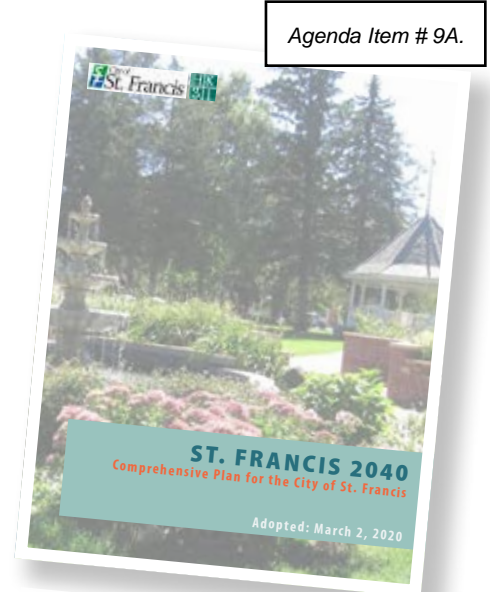
PREVIOUS PLANS & BACKGROUND DOCUMENTS

St. Francis 2040 Comprehensive Plan

VISION STATEMENT FOR THE CITY OF ST. FRANCIS:

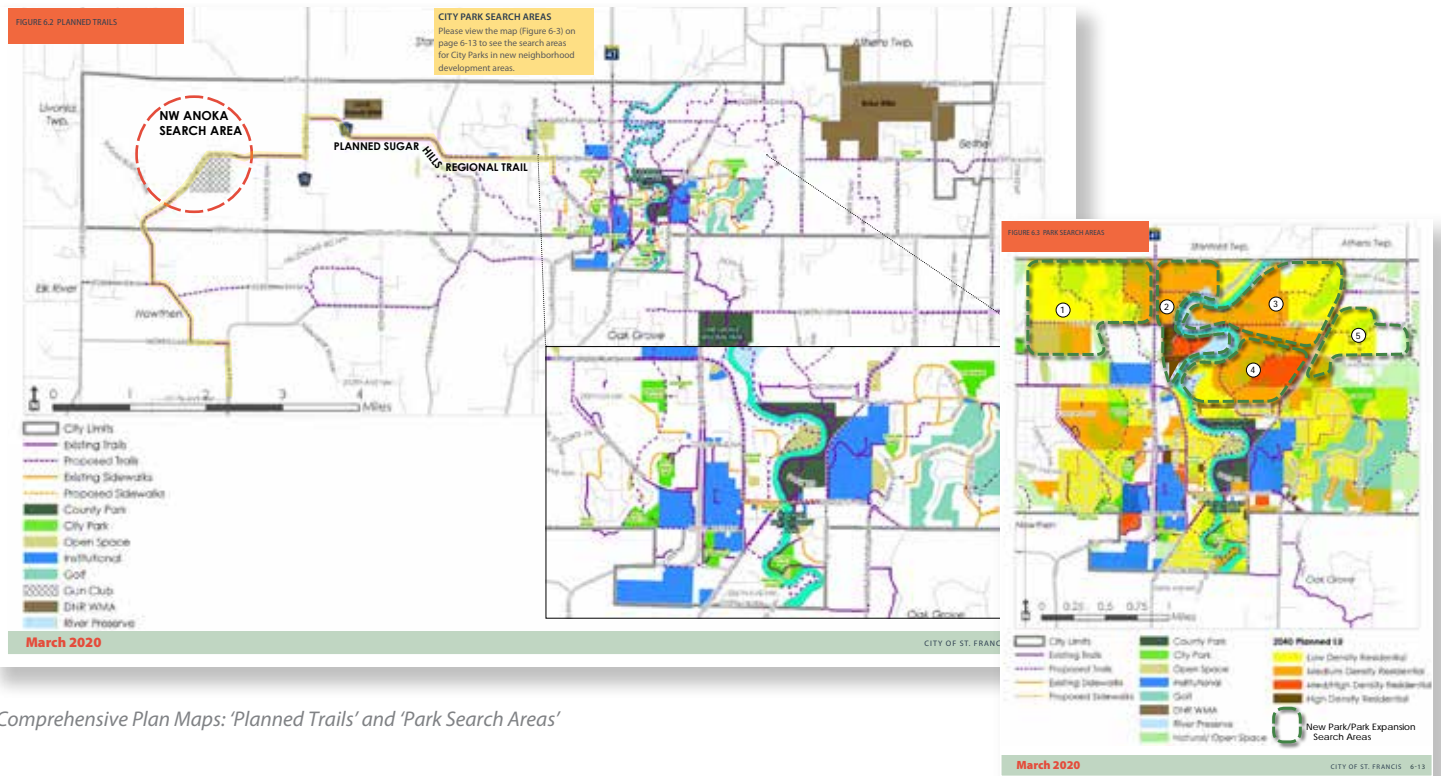
The vision for St. Francis is an active town on the Rum River, enjoying a high quality of life that meets the day to day needs of residents, workers, and visitors. Rural areas are a mix of working lands, open space, and homes, all celebrating the natural environment. Neighborhoods are safe and strengthen a sense of community. The city has vibrant and bustling commercial districts, and businesses are growing. Visitors and those passing through make it a point to stop in St. Francis on their way. While the community's proximity to Minneapolis and St. Paul provides residents with access to a diversity of jobs and activities within the region, residents of St. Francis have options for a variety of jobs locally. A full range of households enjoy living in St. Francis. Families, empty nesters, and senior citizens can gather, learn, celebrate, move safely and conveniently around town, and obtain the services they need.

”



City of St. Francis Comprehensive Plan (2020)

The park system helps the City achieve its vision and guiding principles: celebrating the natural environment, creating community spaces and recreation opportunities, improving the identity of St. Francis and enhancing the natural character of the City.

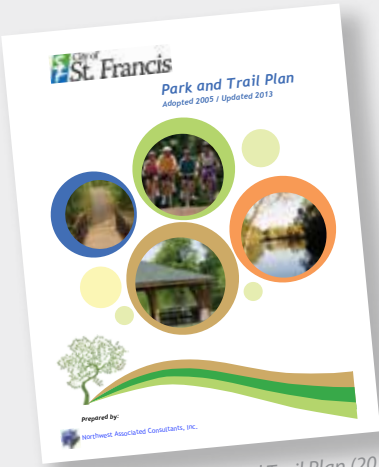


Comprehensive Plan Maps: 'Planned Trails' and 'Park Search Areas'

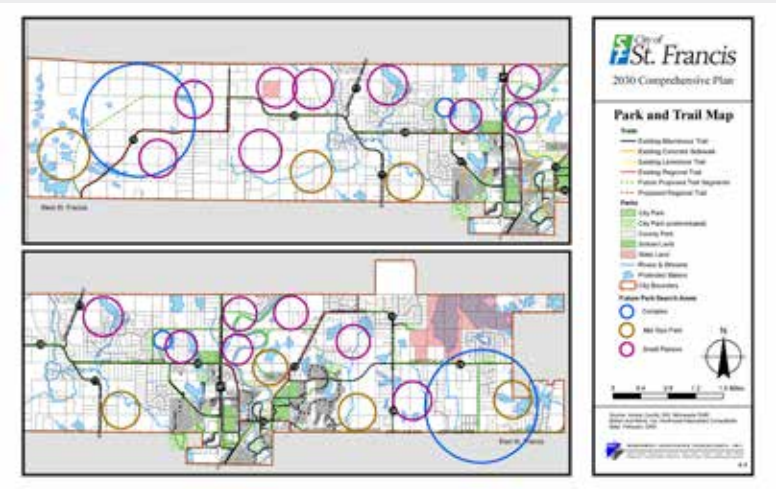
City of St. Francis Park and Trail Plan (2013)

Park and Trail Issues listed in the 2013 park system plan that are still relevant today:

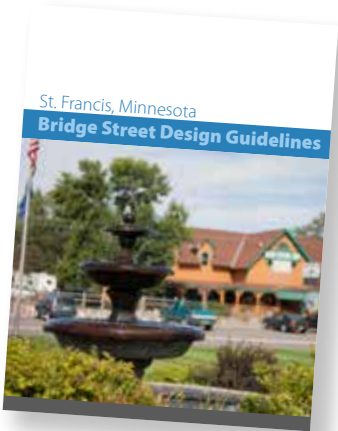
- The City is lacking in active recreational facilities/programs and relies heavily on adjacent communities for such opportunities.
- Community promotion of park and trail facility use is important in establishing a community identity.
- Development of additional picnic and playground facilities, tennis courts, hockey rinks, skate parks, and soccer fields are all seen as important to St. Francis residents.
- Development of a trail system to connect neighborhoods to recreational areas and commercial centers is seen as a priority for the City.
- Cooperation with Anoka County and surrounding jurisdictions in regard to park and trail planning is considered beneficial.
- The Park and Recreation Commission, Planning Commission, and City Council must maintain an active working relationship.
- Recommended 10 acres of parkland per 1,000 people



City of St. Francis Park and Trail Plan (2013)



City of St. Francis Bridge Street Design Guidelines (2019)



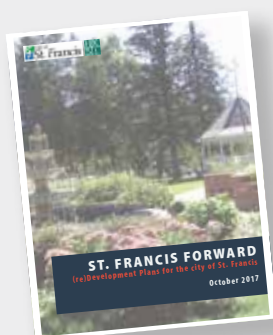
St. Francis Bridge Street Design Guidelines



Bridge Street Parcel Concepts

St. Francis Forward: (re) Development Plans for the city of St. Francis (2017)

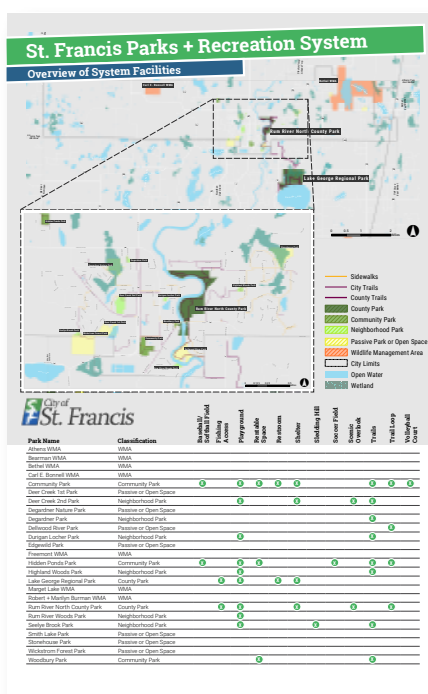
- Develops a vision for redevelopment of the city through public and private investments
- Provides a master plan to guide redevelopment efforts
- Establishes a set of project ideas to catalyze redevelopment



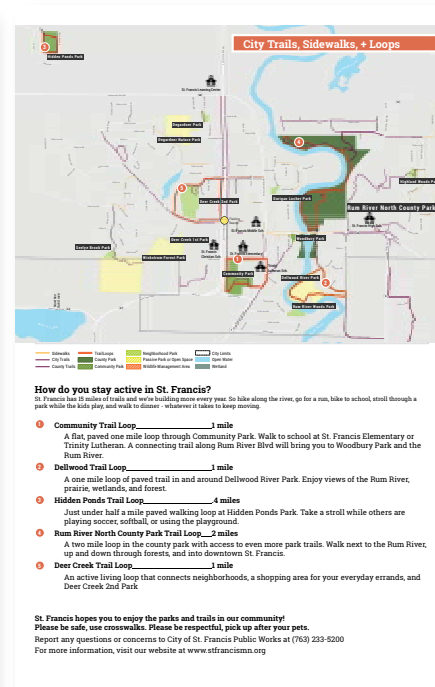
Development Master Plan

St. Francis Parks Mapping and Brochure (2018)

- An overview of all city parks and facilities within each park is included.
- The brochure is accessible on the city's website for residents and visitors to plan their park visits.
- The maps and brochure identify several trail loops within the city that range from 0.4 to 2 miles in length.

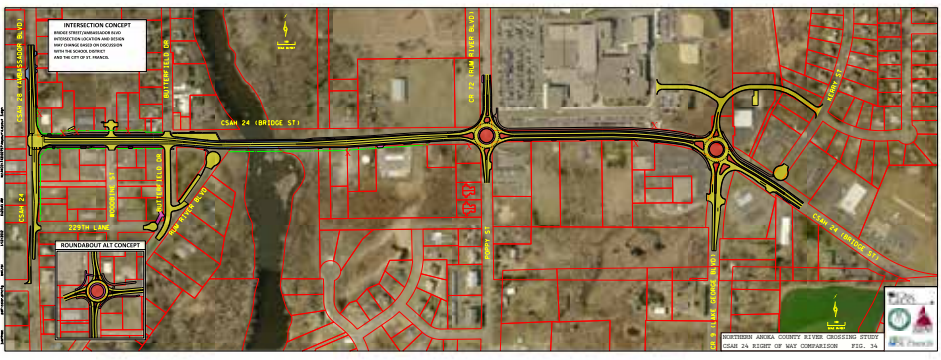
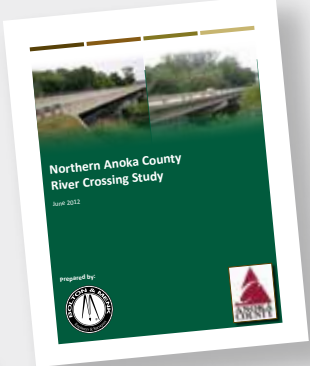


Created through a grant with Anoka County



Northern Anoka County River Crossing Study (2012)

- Potential impacts to future downtown campus and Woodbury Park are identified in the plan for bridge improvements
- As this plan is implemented, the city should consider connections to Rum River County Park from Community Park and Woodbury Park



Intersection Concept

Anoka County Regional Trail Master Plans

SUGAR HILLS REGIONAL TRAIL MASTER PLAN (2016)

The proposed Sugar Hills Regional Trail corridor is approximately 14 miles long and connects the Anoka County regional trail system with the Cities of Oak Grove, St. Francis and Nowthen. The trail is proposed to connect Rum River North County Park and the Rum River and North Anoka County Regional Trails along with numerous city parks and trails along its route. Approximately two miles of the trail currently exist. Additional proposed segments in St. Francis run along Ambassador Blvd and County Rd 70 West of the Rum River.



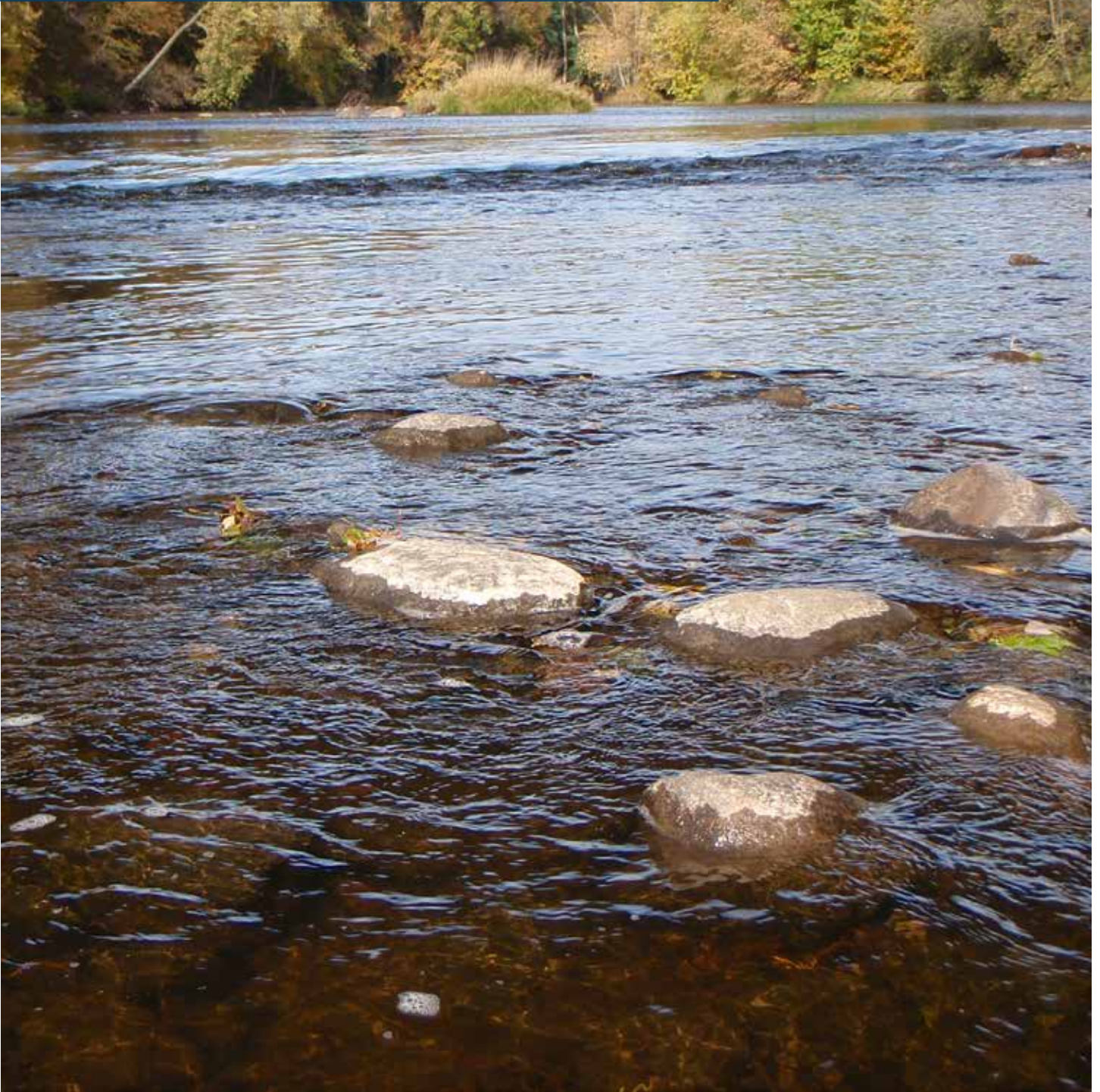
RUM RIVER REGIONAL TRAIL MASTER PLAN (2019)

The Rum River Regional Trail follows the Rum River from the City of Anoka to the Anoka/Isanti County border. The trail is made up of segments connecting different local and regional parks. The plan for this trail is to be 20 miles long when complete and stretch North to South across the county.

Recent changes to the trail plan in St. Francis include a trail underpass at Bridge Street located just south of the Bridge Street bridge, immediately adjacent to the Rum River on the east side. There is also a proposed trail realignment located north of Rum River North County Park adjacent to the east side of the Rum River.



“St. Francis is an active town on the Rum River”





EXISTING CONDITIONS



EXISTING CONDITIONS OVERVIEW

The St. Francis park system is made up of several neighborhood parks, community parks, natural parks and open spaces that provide residents and visitors with spaces to get outside, play, and gather. The school district, Anoka County, and the State of Minnesota provide additional recreation facilities and open spaces such as athletic fields, playgrounds, nature trails, water access, fishing, and open space preservation, that complement the city's system.

Community Park is the central community park that provides outdoor space for hosting community events and space for family gathering. Anoka County's Rum River North County Park provides miles of paved and natural surface trails, fishing and boating access, and picnic and play areas.

This chapter include information about the city's demographics and projections for future growth, a summary of city programming and events, maps of existing parks and open space, a list of parks by classification, and a map and list of park facilities and amenities.



Woodbury Park



Community Park

DEMOGRAPHIC ANALYSIS AND PROJECTIONS

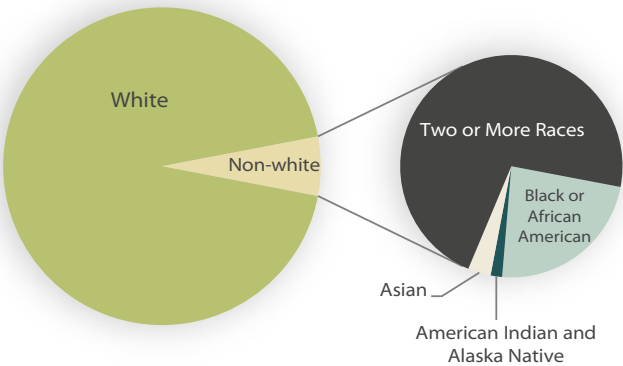
The city of St. Francis is a rural community that bridges Anoka and Isanti counties. The vast majority of the city’s area and population is within Anoka County, but a small northeastern spur crosses the county boundary and falls in Isanti County.

BREAKDOWN OF POPULATION BY AGE GROUP

| | ST. FRANCIS | ANOKA AND ISANTI COUNTIES | MINNESOTA |
|----------------------------------|-------------|---------------------------|-----------|
| YOUNG CHILDREN (UNDER 5) | 10.4% | 11.0% | 6.2% |
| SCHOOL AGE (5-19) | 21.7% | 23.7% | 19.5% |
| YOUNG ADULTS (OVER 20, UNDER 40) | 28.7% | 29.1% | 26.5% |
| MIDDLE AGED (40-65 YEARS) | 30.6% | 28.2% | 31.5% |
| RETIREMENT AGE (65+) | 8.6% | 7.9% | 16.3% |

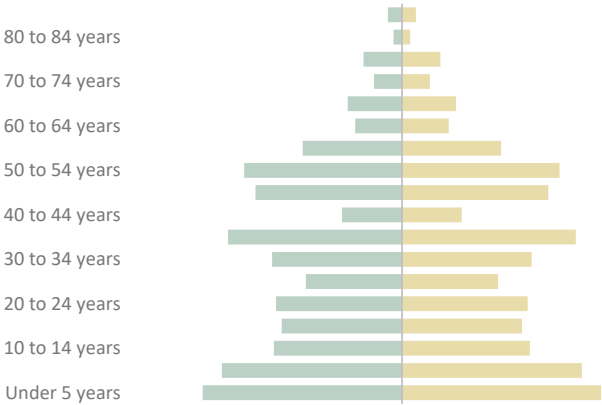
Who lives in Saint Francis?

The population make up of St. Francis closely follows the age patterns of the two counties that encompass the city. Anoka and Isanti counties however have a higher proportion of children under 5 and school aged children, and a lower proportion of middle aged and older adults. Around one third of households have children under 18 living at home, and half of households are composed of married couples. The city is split fairly evenly with regard to gender, the population breakdown is 49.5% female and 50.5% male. A majority of the population is white (90%) and the remaining population is composed of primarily people who identify as two or more races (4%), Hispanic or Latino (4%), and Black or African American (1%).



ST. FRANCIS RACIAL BREAKDOWN

ST. FRANCIS



ST. FRANCIS AGE BREAKDOWN

How are things changing?

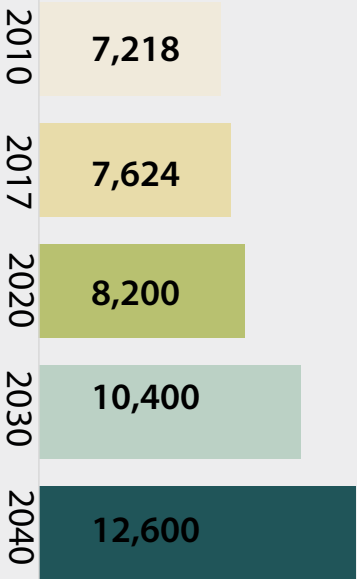
The City is projected to see substantial growth in the next twenty years, up 65% from current population levels. Anoka County is expected to see growth as well but it is projected to be more moderate, around 25% according to the state demographer. This expected growth will likely have a tremendous impact on the use of the parks system as incoming residents take advantage of the city’s parks and trails.

POPULATION PROJECTIONS FOR THE CITY

| | 2010 | 2017 | 2020 | 2030 | 2040 |
|------------|-------|-------|-------|--------|--------|
| ST FRANCIS | 7,218 | 7,624 | 8,200 | 10,400 | 12,600 |

POPULATION PROJECTIONS BY COUNTY

| | 2013 | 2018 | 2023 | 2028 | 2033 | 2038 | 2043 |
|--------|---------|---------|---------|---------|---------|---------|---------|
| ANOKA | 339,099 | 353,813 | 367,861 | 381,158 | 392,988 | 403,116 | 411,712 |
| ISANTI | 38,058 | 39,966 | 40,678 | 41,652 | 42,420 | 42,960 | 43,297 |



ST. FRANCIS POPULATION PROJECTIONS

What does all this mean for the parks system?

Parks, trails, and recreation facilities serve as important community hubs that connect neighbors of all ages with each other and community opportunities. Creating social connections among and across generations is an overarching piece of community wellness both for younger and older generations. For the community in and around St. Francis who utilize the parks system these park spaces serve a vital role.

The City of St. Francis has a fairly substantial number of households with school aged children and younger and these households tend to be more frequent park users. In families with younger children parents often visit parks to supervise their children, walk around trails, and relax. Children use parks in many ways as well, playing on playground equipment, exploring natural spaces, and participating in youth sports or other programming.

The community currently has a smaller community of older adults than Minnesota as a whole, but an increasing and aging population indicate that this will shift in the near future. Older adults are often regular park users, especially those who are retired and have more free time. Much of the park use by older adults is on walking paths and trails, and opportunities for casual or organized socialization, including trending sports like pickleball.

Because a majority of city residents (9 out of 10) leave the city for work it is important that the city maintains amenities like parks that make the choice of staying and living in the community worthwhile. Parks and other city services may be influential factors when people are deciding where to call home and where to look for enjoyment. Conversely, many people who work in the city do not live in St. Francis. Four out of five employees in St. Francis are living elsewhere and only 322 residents both live and work in the city.



PROGRAMMING & EVENTS

Community Park

The large open space, concessions and restroom building, trails, parking lots, and playground at Community Park provide an ideal setting for hosting community-wide events. The city facilitates rental of the ballfield and picnic shelter at Community Park through the Facility Use Permit process. The school program utilizes the ballfield as well as church organizations and other groups.

Spaces available for rent at Community Park include:

- Concessions building
- Picnic Shelter
- Warming house/hockey building
- Baseball diamond

Community Park has been used to host community-wide events by the St. Francis Chamber of Commerce. Annual events include National Night to Unite in August, and St. Francis Pioneer Days in May and June.

Hidden Ponds Park

The ballfields and soccer fields at Hidden Ponds Park are available for families, athletic organizations, and youth groups to rent out. They are used by local sports organizations and use is facilitated by the city.

Woodbury Park

A gazebo and gardens at Woodbury Park are available for rental for weddings and other gatherings. The park provides a picturesque location close to downtown and the Rum River.

Community Room

A Community Room at the St. Francis City Hall is available for meetings and other small gatherings. The Senior group uses the room regularly.



Woodbury Park



Community Park event

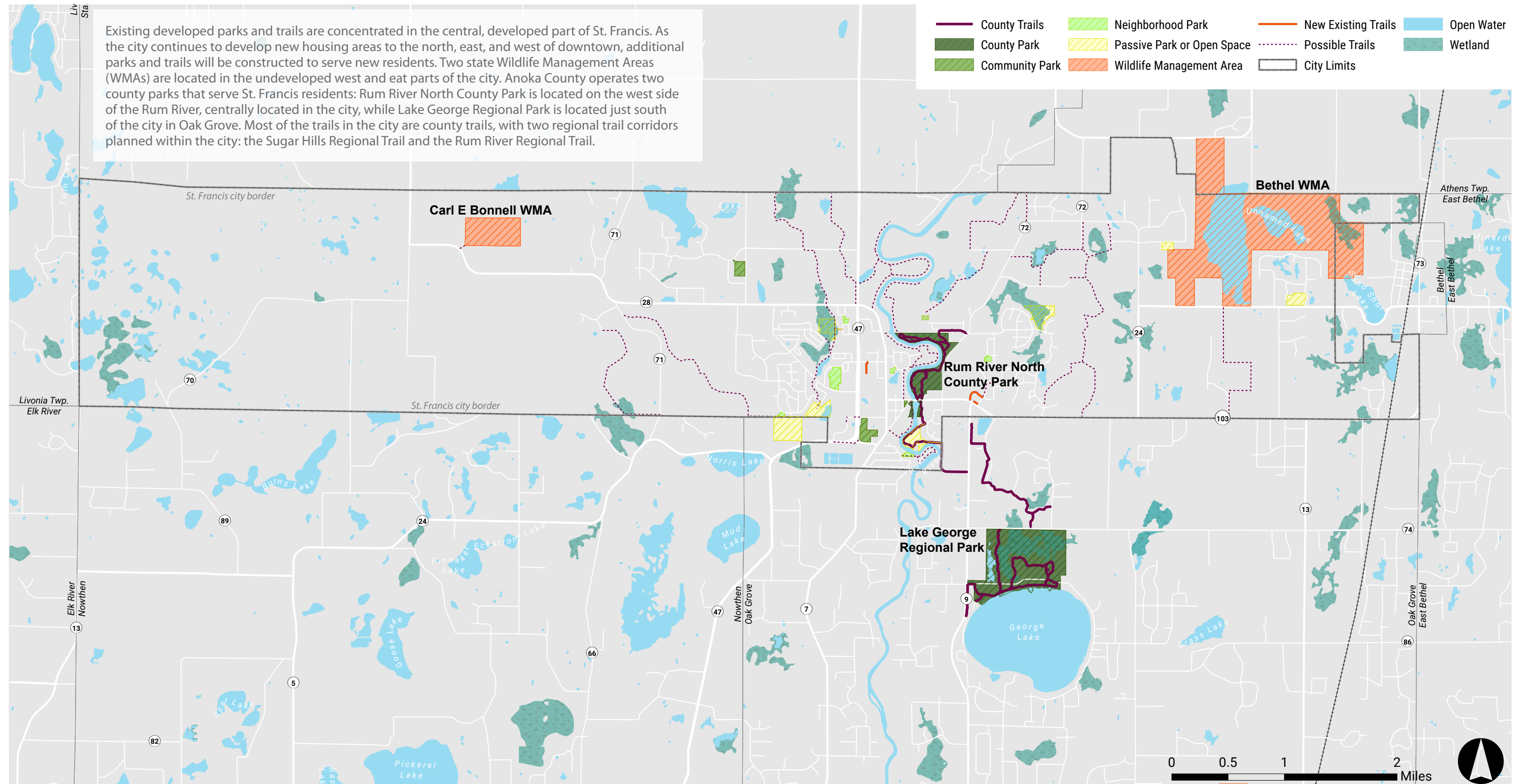


Community Park event



Community Park event

Existing City-wide Parks, Trails, and Open Spaces Map



EXISTING PARKS & FEATURES

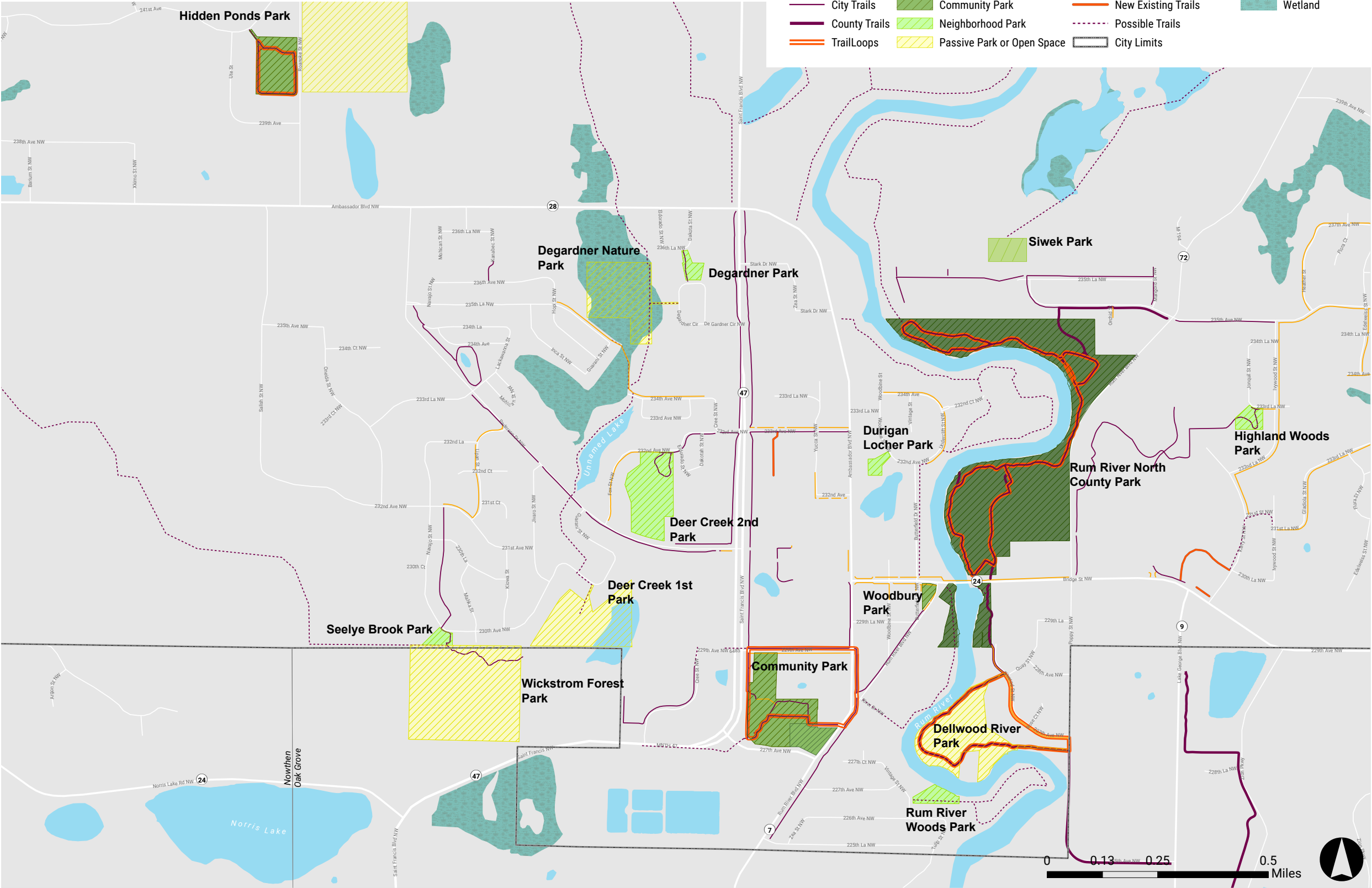
The City of St. Francis has nine (9) developed parks, including two community parks, one special use park, and six neighborhood parks. These parks provide facilities and amenities, such as play equipment, shelters, athletic fields, courts, and trails. The city operates another nine natural parks and several other undeveloped open spaces that provide valuable passive recreation space and wildlife habitat areas, some of which have walking trails.

Non-city parks and open spaces include County, State, School District, and private facilities that support the city’s system with additional recreation opportunities.

| PARK TYPE | QTY | PARK NAMES |
|-----------------------------------|-----|---|
| CITY PARKS | | |
| Community Park | 2 | Community Park, Hidden Ponds Park |
| Special Use Park | 1 | Woodbury Park |
| Neighborhood Park | 7 | Durigan Locher Park, Degardner Park, Rum River Woods Park, Highland Woods Park, Seelye Brook Park, Deer Creek 2nd Park, Siwek Park |
| Natural Parks | 9 | Creekview Estates, Wickstrom Forest Park, Sunrise Hills, Degardner Nature Park, Edgewild Park, Dellwood River Park, Smith Lake Park, Stonehouse Park, Deer Creek 1st Park |
| Undeveloped Open Space | | Several areas exist throughout the city |
| NON-CITY PARKS AND OPEN SPACE | | |
| County or Regional Park | 1 | Rum River North County Park |
| Wildlife Management Area (MN DNR) | 2 | Bethel WMA, Carl E. Bonnell WMA |
| School Facilities | 4 | St. Francis Elementary, St. Francis Middle School, St. Francis High School, St. Francis Learning Center |
| Private Recreation | 2 | Minnetonka Game and Fish Club, The Ponds Golf Course |



Existing Developed Area Parks, Trails, and Open Spaces Map



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Existing park sign, Degardner Park



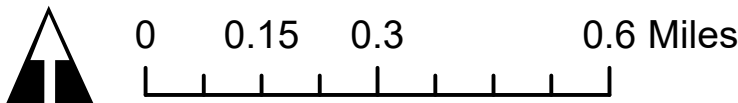
Existing parking area



Existing park wayfinding



Existing open space, Deer Creek 2nd Park



DRAFT



Existing Conditions

Existing Park Features Map



Existing ballfield, Community Park



Existing restroom facilities, Community Park















Existing picnic shelter and grills, Deer Creek 2nd Park



Existing playground, Durigan Locher Park



Existing Park Features by Park

| | |  |  |  |  |  |  |  |  |  |  |  |  | |
|-----------------------------------|-------------------------------|---|---|---|---|--|---|---|---|---|---|---|---|---|
| Park Name | Classification | Baseball/ Softball Field | Basketball Court | Canoe/Kayaking | Fishing Access | Ice Rink | Playground | Rentable Space | Restroom | Shelter | Sledding Hill | Soccer Field | Trails | Volleyball Court |
| Community Park | Community Park | X | | | | X | X | X | X | X | | | X | X |
| Deer Creek 1st Park | Passive or Open Space | | | | | | | | | | | | | |
| Deer Creek 2nd Park | Neighborhood Park | | | | | | X | | | X | | | X | |
| Degardner Nature Park | Passive or Open Space | | | | | | | | | | | | | |
| Degardner Park | Neighborhood Park | | X | | | | | | | | | | X | |
| Dellwood River Park | Passive or Open Space | | | | | | | | | | | | X | |
| Durigan Locher Park | Neighborhood Park | | | | | | X | | | | | | X | |
| Edgewild Park | Passive or Open Space | | | | | | | | | | | | | |
| Hidden Ponds Park | Community Park | X | | | | | X | | | | | X | X | |
| Highland Woods Park | Neighborhood Park | | | | | | X | | | | | | X | |
| Rum River Woods Park | Neighborhood Park | | | | | | X | | | | | | | |
| Seelye Brook Park | Neighborhood Park | | | | | | X | | | | X | | X | |
| Siwek Park | Neighborhood Park | | X | | | | X | | | X | | | | |
| Smith Lake Park | Passive or Open Space | | | | | | | | | | | | | |
| Stonehouse Park | Passive or Open Space | | | | | | | | | | | | | |
| Wickstrom Forest Park | Passive or Open Space | | | | | | | | | | | | | |
| Woodbury Park | Special Use Park | | | | | | | X | | X | | | X | |
| St. Francis Community Room | Special Facility | | | | | | | X | X | | | | | |
| totals | | 2 | 2 | - | - | 1 | 8 | 3 | 2 | 4 | 1 | 1 | | 1 |
| Non-City Parks and Open Space | | | | | | | | | | | | | | |
| Lake George Regional Park | Anoka County Park (Oak Grove) | | | X | X | | X | X | X | X | | | | |
| Rum River North County Park | Anoka County Park | | | X | X | | X | X | X | X | | | X | |
| Bethel WMA | Minnesota DNR WMA | | | | | | | | | | | | | |
| Carl E. Bonnell WMA | Minnesota DNR WMA | | | | | | | | | | | | | |
| St. Francis High School | School | X | | | | | | | | | | X | | |
| St. Francis Elem & Middle Schools | School | X | X | | | | X | | | | | X | | |
| St Francis Learning Center | School | X | | | | | X | | | | | X | | |
| totals | | 3 | 1 | 2 | 2 | - | 4 | 2 | 2 | 2 | - | 3 | 1 | |



“ Rum River North and the Community Parks are the parks most frequently visited by survey respondents ”





NEEDS ASSESSMENT

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NEEDS OVERVIEW

This chapter includes a summary of several analysis methods that were used to identify needs for the park system:

- A review of recreation trends
- Peer Community Comparison
- NRPA Metrics
- Staffing and Budget Analysis
- Level of Service
- Park Classifications and Guidelines
- Engagement Input

TRENDS IN RECREATION

Park and recreation trends are constantly changing and evolving, but often they can be tied to more broad societal changes and shared values. Park trends are often connected to topics of sustainability and climate resilience, promoting health in communities, and increasing accessibility and equity in the system in addition to creating opportunities for engaging unique experiences. It is important for park and recreation systems to adapt accordingly to ensure that they continue to provide relevant facilities, programs and options that serve communities as they evolve and shift.



Splash Pad



Pollinator Garden



Environmental Benefits of Parks, Trails, and Open Spaces

Parks and recreation spaces make up a substantial portion of open spaces in many communities and can carry significant potential for contributing to a community's sustainability and resiliency goals.

- Parks can provide valuable **pollinator habitat**; fragmented edges and marginal areas are becoming increasingly important in this regard. Parks can be used as a location for restoring "natural" landscapes and encouraging habitat friendly plantings. Trends around pollinator habitat restoration in parks include reducing turf and/or conversion to pollinator lawns, and transitioning maintenance from mowing to weeding/spraying/burning.
- **Green infrastructure** can also be integrated into parkland areas to maximize the positive impact of the space for the community. This infrastructure can include rain gardens, below ground water storage, detention ponds, artificial wetlands, etc.
- Embracing the functionality of parks and trails as a vital part of a community's **transportation system** is another potential contribution. Parks and trails provide alternative methods of getting people where they need to go without using a vehicle. New trends in this area include creating parks without borders, coordinating with public transit services and other transportation options, and coordinating parks and trails as means to accessing important destinations.
- Recognizing the role of parks beyond recreation is not new, but is being explored in new ways. Parks can be viewed as part of the local **food system** providing a place to grow, harvest, and prepare food. By providing grills, picnic shelters, and community gardens or foraging areas, or hosting farmers markets, and CSA pickups etc. parks can help to fill in gaps in the food system.



Park Access & Equity

The distribution of park resources and the communities and uses being served or not served by a parks system all reflect on the equity of the parks system. There are many ways that barriers to park use and access can be reduced and that park systems can become more equitable:

- **Access:** Parks should be evenly distributed throughout the city where people are living
- **Cost:** Endeavor to keep park programming affordable or free so it can be accessed as widely as possible
- **Language/Literacy:** Develop park signage and materials in multiple languages and use symbols rather than words when possible
- **Age and ability:** Build flexible use recreation spaces that can be enjoyed by people of many ability levels (children, older adults, people with disabilities etc.)
- **Amenities:** Provide amenities that make it more comfortable and manageable for all people to use parks, bathrooms, spaces for prayer or nursing, benches etc.
- **Programming:** Offer programming that is culturally relevant to various groups within the community



Healthy Communities

Promoting health and wellness through interaction with nature and recreation activities is a vital role of a park system. Parks can provide a convenient location for many different forms of exercise. According to the Parks & Trails Council of Minnesota, communities that offer parks & trails with outreach can increase the number of people who exercise at least 3 times per week by 25%. In addition to the physical benefits, parks and recreation access can also impact mental wellbeing. Access to natural spaces is associated with numerous social emotional benefits, lower rates of stress and depression, higher levels of focus, and a greater overall sense of well-being (APHA's Improving Health and Wellness through Access to Nature). Park trends that help to promote healthy communities include:

- Offer fitness programs in parks
- Hold special fitness focused events like races and triathlons
- Provide spaces with flexible programming
- Create well connected and maintained walking, running, and biking trails
- Partner with schools to offer free summer meals
- Increase interest in local food through garden access, hosting farmers markets, and serving as pick up sites for CSAs
- Preserve and provide access to natural areas
- Offer educational and interpretive programs
- Incorporate app-based exploration options to move screen time outdoors

Programming

Programming is a key method of engaging the community that can drive the use of park and recreation facilities. Key programming activities offered by many communities include themed special events, team sports, social recreation events, fitness enhancement classes, and health and wellness education. According to the NRPA, agencies serving less than 20,000 residents hold on average 32 fee-based programs per year. The top three types of programming offered by towns are: Social recreation events (94%), themed special events (92%), and Fitness enhancement classes (88%). According to the NRPA 83% of agencies offer some type of summer camp for their communities' younger residents.

The type of programming provided by parks has shifted in the last two years, virtual social events and grab-and-go activities caught on as a means of continuing recreation programming offerings during the uncertainty of the COVID-19 pandemic. New types of programs were designed to allow participants to maintain a safe distance or participate from their home in new and different ways. Virtual competitions and team events also became a more common option. Esports which was already on the rise as a new trend gained even more traction due to the lack of in person contact required.

Team-based sports are a great means of developing social skills, a sense of camaraderie and healthy levels of competition, for children and adults, however, there is also a shift toward more passive and individual sports, which foster life-long exercise and individually motivated activity, which is equally important to promote. Activities such as walking, biking, hiking, paddling, fishing, skating and skiing are more adaptable to people as their bodies age and can no longer handle higher-impact or competitive sports. These solo or small-group hobbies have also seen the greatest uptick in numbers since the onset of COVID-19.





New Facilities and Changing Preferences

Some of the evolution of parks trends are less tied to a specific goal and are more so a cultural shifting of taste and preference. New forms of nature-based recreation like geocaching, biocaching, archery, dog parks and non-traditional sports like lacrosse, pickleball, ultimate frisbee, and disc golf are all emerging as newly popularized ways to make use of the park system.

- Interest in free, flexible water play, such as splash pads instead of pools
- Declining adult league participation due to competition from other more flexible fitness options
- More competitive youth athletics require higher quality fields (artificial turf soccer fields, ball diamonds with lights and dugouts)
- Increased interest in multi-purpose, flexible field space
- All season trail use by hikers, bikers (mountain, fat tire, commuting), skiing
- Adventure focused experiences (climbing, BMX biking, races)
- Rise in different types of water sports such as stand-up paddle boarding, kayaking, and windsurfing
- Nature play which can engage kids for longer, in more complex activities, and more frequently than traditional playgrounds
- Desire for additional amenities, such as permanent restrooms, in all parks

Summary

Trends should not dictate the entire direction of a park system; but monitoring the direction and type of trends, and incorporating these themes into decision making processes will help to move the parks system forward. Not every park system has the capacity or need to offer every new thing. Care should be taken to assess what options will serve the St. Francis community best based on who is in the community, what their desires are, what the community already has, and what is available from other sources. It should also be noted that while some trends address specific goals and will always be important (such as access to neighborhood parks), others might be more short lived (such as Pokémon Go or other virtual reality apps).

Things to consider when making parks planning decisions:



Does this decision help to advance equitable outcomes?



Does this decision promote a healthy and well community?



Does this decision have a positive impact on the natural environment?



Does this decision move towards achieving the goals of the park system?

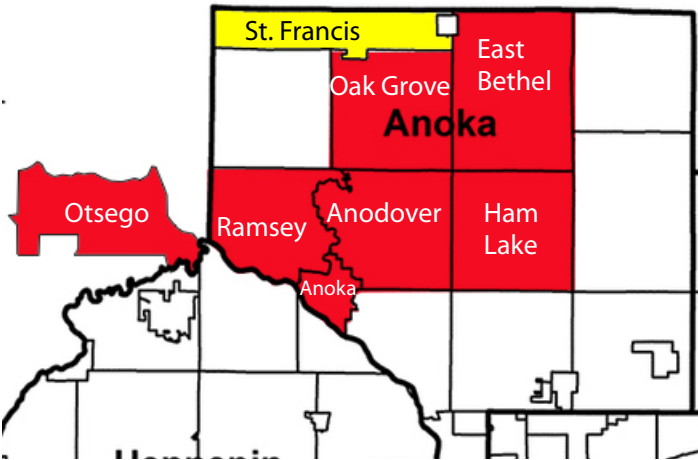
PEER COMPARISON

Understanding where St. Francis stands in relation to peer communities is one way to address how the park system is doing overall. The peer communities chosen were the Cities of Andover, Anoka, East Bethel, Ham Lake, Oak Grove, Otsego, and Ramsey. These cities were identified based on a combination of factors including proximity, physical size, and population. The National Recreation and Park Association’s benchmarks based on other communities around the country are also considered. Assessing how St. Francis’ park system compares to these other communities is one of several tools that can be used to determine areas where the community could make improvements or areas in which the park system is already thriving.

St. Francis is smaller in physical space and population than most of the peer cities, and on the low end for the NRPA’s less than 20,000 residents category with 7,652 residents. It is also below average in terms of population density compared to these peer cities. These factors should be kept in mind when assessing how St. Francis stacks up.

General Metrics Compared to Peer Cities:

Not all communities track all of the measures, and it is likely that for those who are tracking specific metrics their methods or categorizations differ slightly. For example, Oak Grove lists in their comprehensive plan that they have 50 parks, however many of these parks fit into the category of open space and would not necessarily be counted as parks by other communities. Data is also skewed slightly high by the larger communities of Andover and Ramsey. This is especially important to note when considering the ranges of the peer comparison data. The ratio of parkland to the overall city area in St. Francis is lower than the peer cities’ average; however, Anoka and East Bethel have exceptionally high ratios which push up the average.



Peer Communities in geographic relation to St. Francis

SUMMARY OF PEER COMMUNITY COMPARISON DATA

| | ST. FRANCIS | RANGE OF PEERS | AVERAGE OF PEERS |
|---|-------------|----------------|------------------|
| CITY AREA IN SQUARE MILES | 24 | 7—48 | 31.6 |
| TOTAL POPULATION | 8,142 | 7,000—33,000 | 18,660 |
| POPULATION DENSITY | 339 | 247—2,437 | 824.4 |
| TOTAL PARKS | 19 | 15—67 | 35.3 |
| COMMUNITY & SPECIAL USE PARKS | 3 | 0—6 | 3 |
| SPORTS COMPLEXES | - | 0—11 | 6.3 |
| NEIGHBORHOOD PARKS | 7 | 5—16 | 10.6 |
| PASSIVE PARKS/OPEN SPACE | 9 | 2—40 | 13.8 |
| TOTAL CITY PARKLAND ACREAGE | 82 | 82—1,334 | 607 |
| TOTAL PARKLAND AND OPEN SPACE ACREAGE | 842 | 842—5372 | 1,840 |
| PERCENTAGE OF CITY AREA DEDICATED TO PARKS AND OPEN SPACE | 8% | 4%—18% | 9% |
| TOTAL TRAIL MILES | 12 | 0—61 | 47.9 |

Facility Offerings:

Compared to peer communities, St. Francis generally has fewer recreation facilities, which aligns with its smaller population size and lower density compared to peers. There are no tennis or basketball courts publicly available in the community and only one multi-use field which is slightly surprising given the average amount in the peer communities. However, school facilities do provide space for athletics in St. Francis. This does present a potential opportunity for improvement through adding additional low maintenance offerings to parks that would add value and increase overall utilization of the space. The provision of these amenities by surrounding communities also indicates that there are locations in a reasonable proximity for St. Francis residents to access these resources.

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| | ST. FRANCIS | RANGE | AVERAGE |
|---|-------------|-------|---------|
| PLAYGROUNDS | 8 | 8—42 | 20.8 |
| TENNIS COURTS | 0 | 0—14 | 7.6 |
| OUTDOOR BASKETBALL COURTS | 0 | 0—14 | 6.7 |
| OUTDOOR ICE RINKS | 1 | 1—12 | 6.2 |
| BALL FIELDS | 2 | 2—27 | 16.6 |
| MULTI-USE FIELDS (SOCCER/LACROSSE/FOOTBALL) | 1 | 2—29 | 9.6 |
| SHELTERS | 4 | 4—19 | 13.8 |
| PERMANENT BATHROOM FACILITIES | 2 | 0—17 | 5.6 |

NATIONAL RECREATION & PARK ASSOCIATION (NRPA) PARK METRICS

Benchmarks

(Based on metrics from cities with less than 20,000 residents)

| | NRPA | AVERAGE | ST. FRANCIS |
|---|---------|------------|------------------------------------|
| TOTAL TRAIL MILES | 3 | 47.9 | 12 |
| PARKS PER 1,000 RESIDENTS | 0.81 | 2.2 | 2.48 |
| ACRES OF TOTAL PARKLAND PER 1,000 RESIDENTS* | 12.4 | 125.8* | 10.7 acres (city parkland) 110* |
| ANNUAL BUDGET PER CAPITA | \$117 | \$19.74 | \$43.29 |
| ANNUAL BUDGET PER ACRE OF PARK AND NON-PARK SITES | \$7,959 | \$1,033.52 | \$393.41 |

*Includes county and state park land

The city's 12 total miles of trail is lower than the peer cities average but well above the 3-miles benchmark for the NRPA. St. Francis is above in regards to number of parks per capita, surpassing both the NRPA bench mark of 0.81 per 1,000 residents and the peer community average of 2.2 per 1,000 residents. It is also above the benchmark, though still below the peer average on acres of total parkland per 1,000 residents (when factoring in County and State land). If considering only city parkland, St. Francis is below the NRPA median of parkland acreage per resident.

The NRPA benchmarks also track frequency of provision of certain amenities and services in park systems. St. Francis doesn't have a dog park or indoor ice rink but fewer than half of cities (43.6%) its size have dog parks and only 6% have indoor ice rinks. Most NRPA communities (75%) have youth ball facilities, and on average St. Francis' peer communities have more ball fields than St. Francis. St. Francis has one playfield, more than half of NRPA communities have a multipurpose play field (soccer/lacrosse/football) and among peer communities the average is 10 playfields. St. Francis does not have a recreation center which about half of communities its size do. The Ponds golf course is an important asset to St. Francis and is exceptional since only about a quarter of communities its size has a golf course.

For communities below 20,000 the parks budget benchmark is an expenditure of \$114.62 on parks per capita, and \$7,959 per acre of park and non-park sites. St. Francis falls well below this with a \$43.29 per capita, \$393.41 per acre of park and open space land.

Opportunities for other community-desired facilities that are not currently provided in St. Francis:

FARMER'S MARKETS

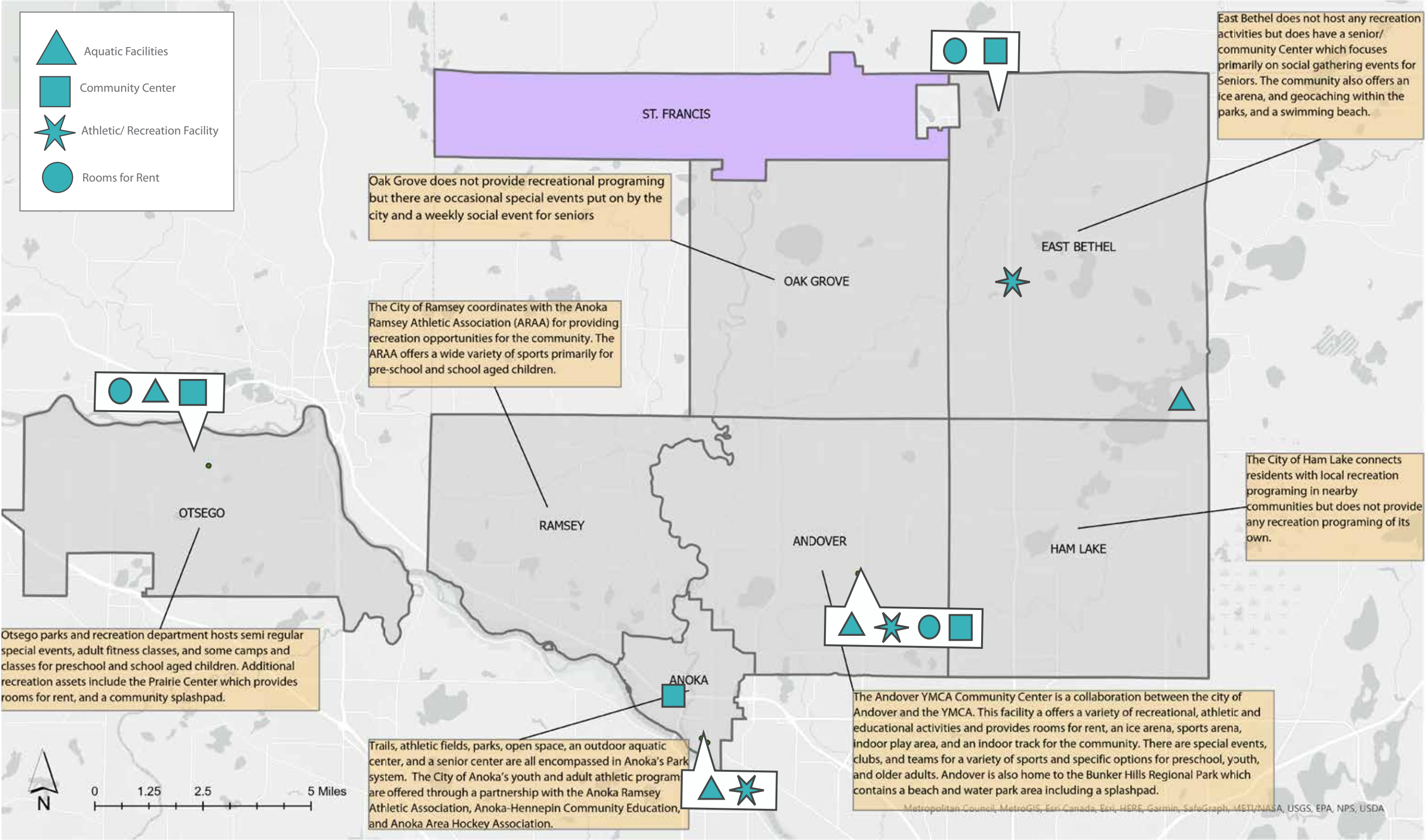
- Nowthen Farmers Market (10 miles)
- Elk River Farmers Market (15 miles)
- Isanti Family Farmers Market (10 miles)

SKATE PARKS

- Oak Grove Skate Park (5 miles)
- Isanti Skate Park (15 miles)
- Andover Skate Park (15 miles)
- Ramsey Skate Park (15 miles)

NATURE PLAY AREAS

- Anoka has a playground with play elements modelled to look like natural wood (15 miles)



STAFFING AND BUDGET ANALYSIS

Existing Department Structure, Staffing, and Comparison Data

Compared to peer communities in the surrounding area, St. Francis has fewer parks and recreation FTE staff. According to the NRPA metrics, the average breakdown of park and recreation staff by responsibility is 42% operations/maintenance, 27% programmers, 19% administration, 3% capital development, and 4% support staff. According to peer communities and NRPA medians, St. Francis should consider adding between one and eight FTE dedicated to parks and recreation as the community continues to grow. Seasonal employees could be utilized to provide services that may be filled by FTEs.

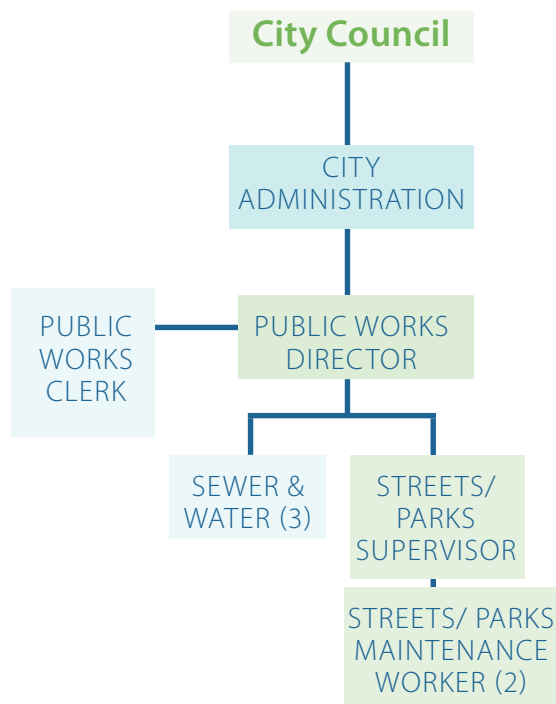
PARKS STAFFING COMPARISON

| | PEER COMMUNITIES | NRPA METRIC MEDIAN | ST. FRANCIS |
|---|---|--------------------|--------------------------------|
| <i>Parks and Recreation Staffing FTE (for a population of Less than 20,000)</i> | Range 0-8 FTE Range of 0-25 seasonal employees | 11.8 FTE | 3 FTE* *shared with Streets |
| <i>Operations/Maintenance staff (42%)</i> | - | 4.9 FTE | 3 |
| <i>Programmers (27%)</i> | - | 3.2 FTE | 0 |
| <i>Administration staff (22%)</i> | - | 2.6 FTE | 0 |
| <i>Capital development staff (5%)</i> | - | 0.6 FTE | 0 |
| <i>Support staff (5%)</i> | - | 0.6 FTE | 0 |

Budget Comparison Data

The low end of the peer communities' annual parks budget is \$75,000/year, and the high end is \$900,000/year. The City of St. Francis' annual parks budget typically falls somewhere in the middle of this range.

The NRPA identifies a median Annual Operating Expenditure amount of \$1,200,000 for jurisdictions of Less than 20,000 residents. This breaks down to a median amount of \$117 per capita.



ST. FRANCIS PARKS STAFFING STRUCTURE

LEVEL OF SERVICE

The City of St. Francis provides a high level of service to residents in terms of access to parks and open space. Neighborhood and community parks in St. Francis are geographically located to provide almost every resident with access to a park within a 10-minute (half mile) walking distance.

A few small gaps in access to neighborhood parks exist in the north and southeast parts of the city. See the map on the following page: Map of Access to Neighborhood Parks. The red circles highlight a few small areas of residential neighborhoods in the city where residents are more than a half mile from a park. With future park development and continued trail development, some of these residents will have improved trail access. It is also important to note the value of access visually to natural resources, such as the Rum River corridor that many residents have, as well as the benefits of nearby school district and private open space land.



PARK CLASSIFICATIONS AND GUIDELINES

Parks and open spaces are classified according to their use, size, purpose, and typical features. Cities and municipalities typically provide neighborhood and community parks that offer close to home recreation and playgrounds as the foundation of their park system. The City of St. Francis also provides many passive natural area parks that support the city’s vision of environmental stewardship and preservation. Non-city parks offer additional recreation opportunities for residents, such as large-scale County and State natural area parks, and specific use features, such as golf courses. The following table identifies the types of parks in St. Francis along with the number of parks in the city, the use and facilities in the park, and guidelines for the service area, population service, size range and goal for number of acres per population.

| Park Type | Qty | Park Names | Use & Facilities | Service Area | Population Served | Size Range | Acres per Population |
|-----------------------------------|-----|---|---|---|---|--|-----------------------------|
| CITY PARKS | | | | | | | |
| Athletic / Sports Complex | 0 | None | Larger in scale and serving broader community recreational needs. The primary objective is to meet wide-ranging and clearly defined community recreation, athletics and social needs. Generally four to sixteen fields or sports courts in one setting; public restrooms, ample parking, field lighting | Entire community | All ages | 20 acres (minimum recommended) | |
| Community Park | 2 | Community Park, Hidden Ponds Park | Facilities serving the entire community with access to natural and programmed areas. These parks may also serve regional visitors, although not as the primary function. Provides space for community events. Gathering space, picnic shelters, athletic fields, other large format recreation (disc golf, community gardens, etc) | Entire community | All ages, toddler to retiree, entire community | 20-60 acres | 10 acres / 1,000 residents |
| Special Use Park | 1 | Woodbury Park | Parks or facilities serving a single use activity such as athletics (solely), historic interpretation, exercise, education, etc. Special Use Parks and Facilities are focused on providing services at a community wide level, and may attract outside visitors as well. | Entire community | | Varies | |
| Neighborhood Park | 7 | Durigan Locher Park, Degardner Park, Rum River Woods Park, Highland Woods Park, Seelye Brook Park, Deer Creek 2nd Park, Siwek Park | The primary recreation facility to meet the dayto-day needs of neighborhoods. Provide active recreation and gathering space for families or groups of neighbors. Includes Playgrounds, Open field space, Basketball hoops | Large neighborhood sizes of up to 5,000 persons within ¼ or ½ mile radius | Focus upon ages 5 through 39 with emphasis upon ages 5 through 18 | 1-10 acres | 2.0 acres / 1,000 residents |
| Natural Parks | 9 | Creekview Estates, Sunrise Hills, Wickstrom Forest Park, Degardner Nature Park, Edgewild Park, Dellwood River Park, Smith Lake Park, Stonehouse Park, Deer Creek 1st Park | Areas focused on the provision of natural environments, passive recreation, and ecological education. | No applicable standard, scattered among City parks of all sizes | All ages | Sufficient to protect the resource and accommodate recreational uses | Variable |
| Undeveloped Open Space | | The City of St. Francis also retains pieces of land that have been dedicated as parkland, but not developed. In instances where parks are not accessible, or the community would benefit from connections, these should be developed as parks and trails. | | | | | |
| NON-CITY PARKS AND OPEN SPACE | | | | | | | |
| County or Regional Park | 1 | Rum River North County Park | High Quality natural resource areas and trail corridors in natural settings; Administered by Anoka County Include Picnic facilities, restrooms, water access, trails, site specific amenities | | | | |
| Wildlife Management Area (MN DNR) | 2 | Bethel WMA, Carl E. Bonnell WMA | WMAs are lands designated for wildlife protection, and public hunting, trapping, fishing, and other compatible uses; Administered by the State of Minnesota | | | | |
| School Facilities | 4 | St. Francis Elementary, St. Francis Middle School, St. Francis High School, St. Francis Learning Center | While not operated or maintained by the City, residents benefit from the playgrounds, courts, and fields available at schools in St. Francis; Administered by the school district | | | | |
| Private Recreation | 2 | Minnetonka Game and Fish Club, The Ponds Golf Course | Recreational offerings provided through non-profit or for profit entities. Typically a specific use such as golf, shooting, or camps. May or may not be available to all members of the public. | | | | |



WHAT WE HEARD

- Mothers with children were the most frequent responders to this survey:
 - Over twice as many women completed the survey as men
 - 74% of respondents have children 17 or under living in their household
 - Over half are between 35 and 44 years of age
- A majority of people learn about parks and recreation through Facebook and other forms of social media
- Of those surveyed 60% reported that they visit the parks in Saint Francis at least weekly
- Rum River North and the Community Parks are the parks most frequently visited by respondents
- Very few respondents (less than 5%) felt that the current parks and recreation communication system was "not good"
- Elements of the parks system most in need of improvement include: recreation programs for seniors and youth, community center/senior center, and comfort amenities
- Highest interest in new features or facilities: farmers market, splash pad, more paved trails, and an indoor community center

ENGAGEMENT INPUT

Agenda Item # 9A.

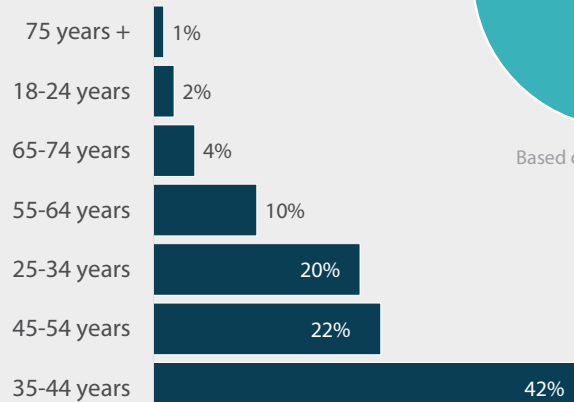
The City of St. Francis conducted a survey on-line and at in person events to give park users an opportunity to provide input on what they want to see in the future in the St. Francis park system.

The survey was made available to those in St. Francis and surrounding communities between August and September of 2021. Postcards directing people to the survey were mailed to residents and distributed at parks and events. A hard copy of the survey was made available to attendees at the National Night Out event on August 3, 2021. Over all the survey was completed by 194 individuals. The survey covered demographics of respondents, their feelings on the park system currently, and ways they would like to see the park system grow and evolve over the coming years.

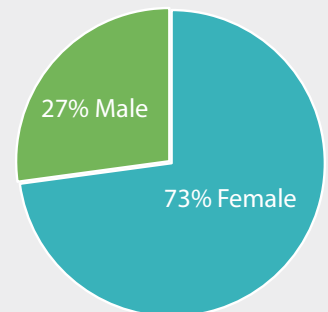
Demographics of Respondents

- **89% Residents of St. Francis**
- **9% Visitors**
- **2% Other**

Based on 193 responses

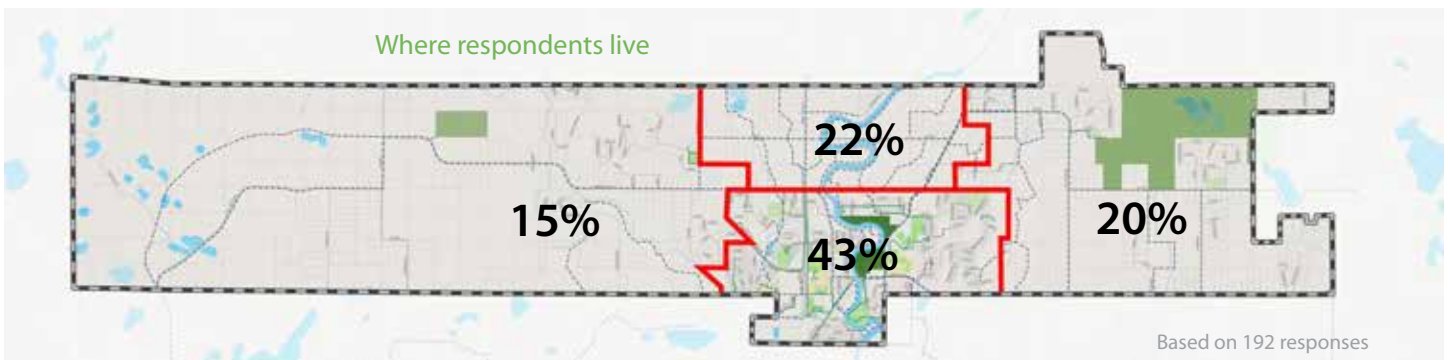


Based on 125 responses



Based on 70 responses

Where respondents live



Based on 192 responses

How do people learn about parks and recreation opportunities in St. Francis?

| | |
|-----------------------|-----|
| Facebook/Social Media | 64% |
| City Website | 30% |
| City Newsletter | 27% |
| Other | 18% |

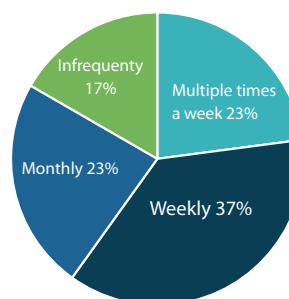
Based on 194 responses

"National Night Out"

"I don't! Never get any info"

"Exploring, maps, word of mouth."

How often do you visit parks and facilities?



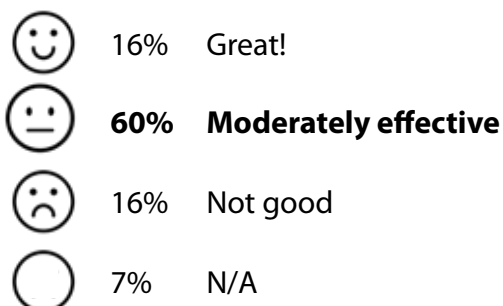
Based on 192 responses

Overall, how satisfied are you with elements of the St. Francis parks & recreation system?

| | Very satisfied (Keep investing in this) | Somewhat satisfied | Somewhat dissatisfied | Very dissatisfied (This needs improvements) | Neutral / don't use |
|---|--|--------------------|-----------------------|--|---------------------|
| Walking or hiking trails | 33% | 44% | 11% | 5% | 7% |
| Playground equipment | 32% | 42% | 7% | 5% | 13% |
| Picnic facilities | 26% | 49% | 9% | 4% | 13% |
| Protection of natural resources | 25% | 46% | 11% | 4% | 15% |
| Wayfinding signage | 25% | 39% | 9% | 5% | 21% |
| Roadway trails | 21% | 32% | 15% | 9% | 23% |
| Ice rink / warming house | 20% | 19% | 11% | 8% | 42% |
| Comfort amenities (restrooms, parking, benches, etc.) | 19% | 44% | 19% | 11% | 8% |
| Sports facilities (baseball, softball, soccer, hockey rink, basketball, etc.) | 18% | 24% | 13% | 10% | 35% |
| Recreation programs for youth | 18% | 23% | 15% | 17% | 27% |
| Community center / senior center | 15% | 11% | 7% | 12% | 54% |
| ADA accessibility | 11% | 15% | 6% | 4% | 64% |

Based on 188 responses

How effective is the current parks and recreation communication system?



Based on 189 responses

Along roadways, which type of trail facility do you prefer?

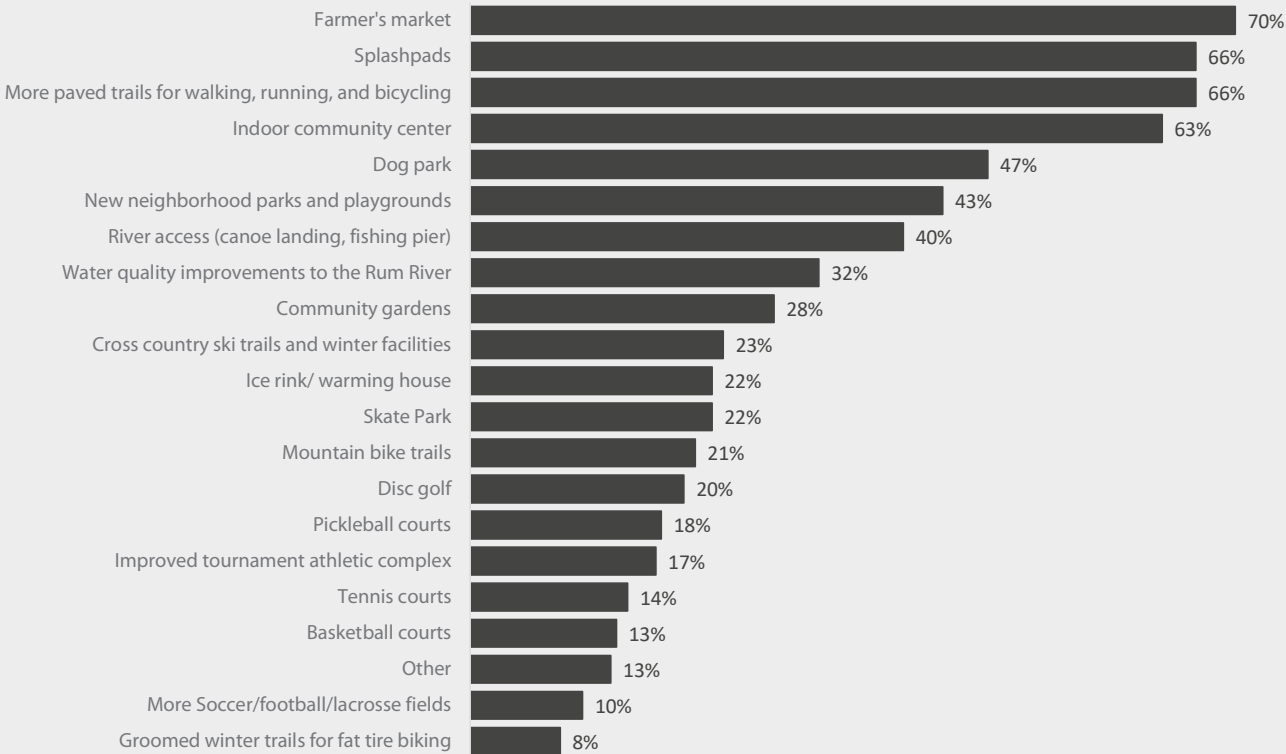
Off-street paved multi-use trails, 64%

Sidewalks, 33%

On-street trails, 3%

Based on 124 responses

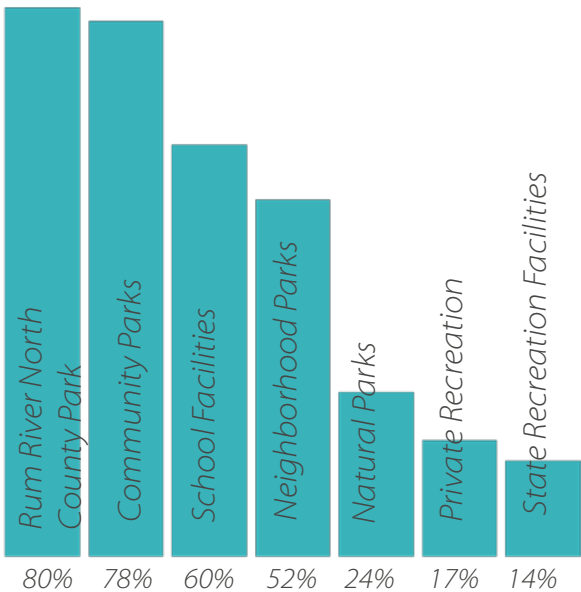
Which new or expanded parks and recreation facilities would you be interested in using in St. Francis?



Based on 188 responses

Have you visited any of the following parks and/or facilities in the City of St. Francis?

Based on 127 responses



PRIORITIES FOR THE ST. FRANCIS PARK SYSTEM BASED ON SURVEY RESPONSES:

- Effort should be concentrated on development of a community center, splash pad, and youth sports
- Some areas are high use but not a high priority as they are already meeting the needs of the community. Maintain these should be a priority: sports facilities and playgrounds
- Pave off-road trails that would encourage more residents to make use of existing infrastructure
- Based on responses an ice rink/ warming house is a low priority for the community at this time

SAMPLE OF COMMENTS ON NEW OR EXPANDED PARKS AND RECREATION FACILITIES RESPONDENTS WOULD BE INTERESTED IN

"Indoor or outdoor pool for swimming lessons, youth swimming and rec use for the community"

"Stuff for the youth, like a community center"

"Pickleball Courts!"

"Would love more parks and recreation areas outside neighborhoods. Would love more hiking/walking trails."

"Disc golf course"

"Tubing, canoeing, kayak rental facility on the Rum with a shuttle."

"Large playground/ activity park for kids with water "

"Inclusive park for people of all abilities"

"More interconnected trails"

"Pave the ice rink so it can be used in summer for roller rink or roller hockey"

"Dog park"



SUMMARY OF NEEDS ASSESSMENT

Themes and topics that emerged as needs for the St. Francis parks and recreation system are listed in the table below along with the source where the need was identified.

| Need | Needs Assessment Data Source | | | | | | |
|---|------------------------------|--------------------------|-------------------------------|-------------------|---|---|-----------------|
| | Community Input Survey | Parks tour & Staff input | Gaps based on Peer Comparison | NRPA Metrics data | Gaps based on Service Areas/ Proximity Analysis | St. Francis 2040 Comp Plan & Parks Plan | Trends Analysis |
| Community Center | ● | | | ● | ● | | |
| Splash Pad | ● | | | | | | ● |
| Youth programming | ● | | | ● | ● | | |
| Farmers market | ● | | | | | | |
| Paved Trails throughout the community | ● | | | | | | ● |
| Build partnerships, improve relationships and communication with other agencies and organizations | | ● | ● | | | ● | |
| Enhance and Promote use of the Rum River | ● | ● | | | | | ● |
| Address recreation needs for older youth / young teens | ● | | | | | | |
| Evaluate Park Dedication | | ● | | | | | |
| Hire parks staff | | | ● | ● | | | |
| | | | | | | | |
| | | | | | | | |

DEVELOPMENT RECOMMENDATIONS

Agenda Item # 9A.



VISION, VALUES, AND GOALS

The following statements represent the vision of the future parks and recreation system in St. Francis based on the needs and desires of residents and previous planning completed by the city.

The Rum River is an important identifying feature of the city. Connections to and use of the river is provided for all residents.

The city's high quality of life is maintained with access to nature and recreation opportunities.

Existing neighborhood and community parks are maintained for all to enjoy.

The natural environment is celebrated.

Parks, trails, and open spaces contribute to safe neighborhoods and a strong sense of community.

Parks and community events contribute to vibrant commercial and downtown areas.

Trails offer opportunities for residents and visitors to move about town by walking or bicycling.

Partnerships and coordination are key to recreation opportunities for youth, seniors, and active adults.

Parks and recreation that is offered by schools or other organizations is not duplicated by the city.



ORGANIZATION OF RECOMMENDATIONS

The recommendations in this chapter are organized as follows:

RECOMMENDATIONS FRAMEWORK provides overarching goals and long-term recommendations

Overview

Neighborhood Parks

Community & Special Use Parks

Community Facilities

Natural Areas & Open Spaces

Trails

Programming

Long-term Considerations

SPECIFIC RECOMMENDATIONS & INITIATIVES identifies short-term projects and priorities based on community input

Develop a farmers market in St. Francis

Develop a splash pad at Community Park

Develop paved trail network in the city for walking, running, and biking

Develop an indoor community center

Consider development of an off-leash dog park

Develop new neighborhood parks and playgrounds

Develop Rum River access

Other considerations

PARK CONCEPT PLANS recommend specific improvements to four park sites in the city

Woodbury Park

Community Park

Hidden Ponds Park

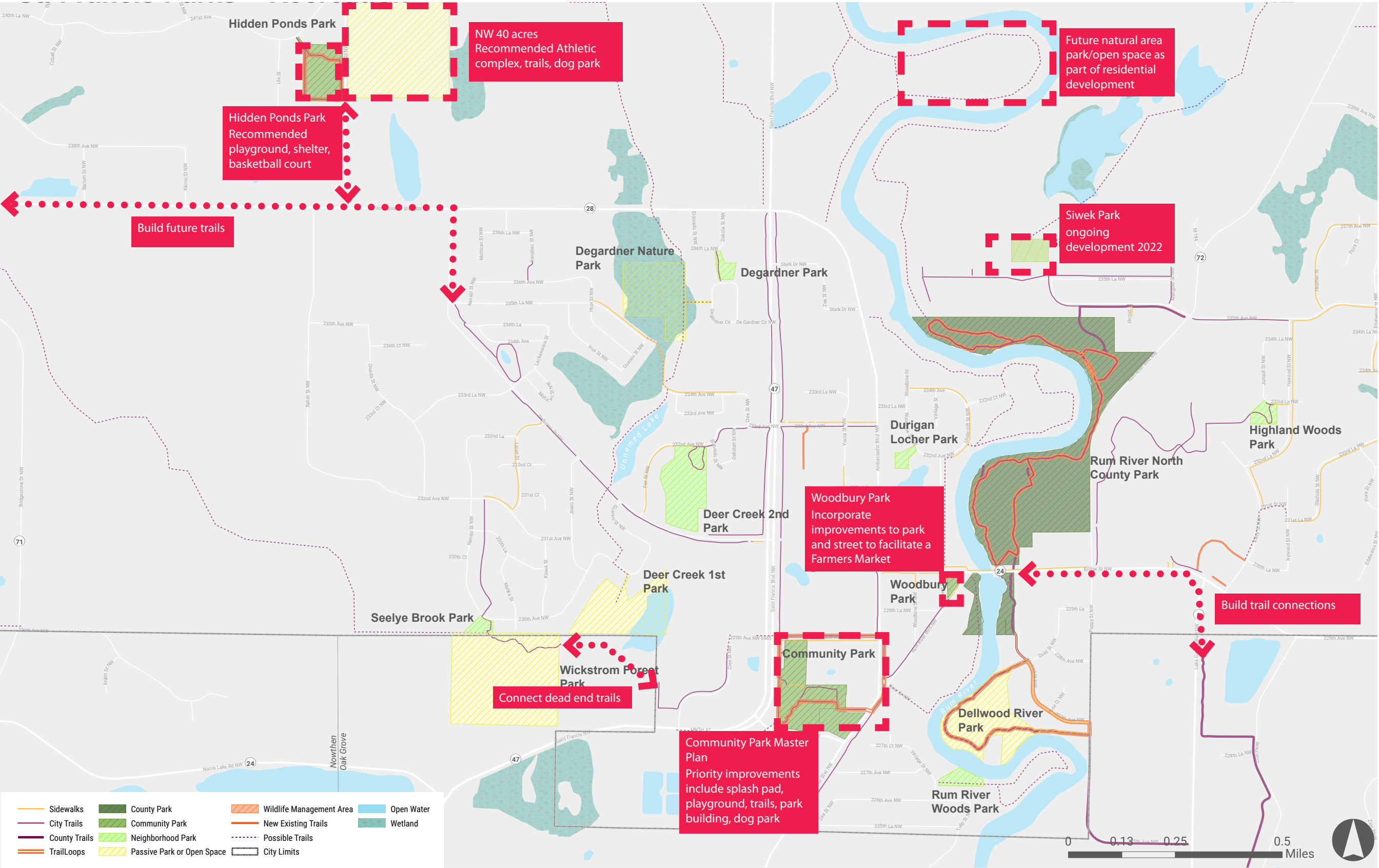
NW 40-acre parcel/open space

Overview

In order to achieve the vision for parks and recreation in the city of St. Francis, incremental steps are needed to improve and update what exists today, add features to the system, and plan for the long-term sustainability of the system.

- Continue to maintain what exists today.
- Make improvements to Community Park and other improvements as facilities are in need of replacement.
- Build new neighborhood parks as development occurs.
- Invest in partnerships.
- Continue to connect trails. Avoid dead-end trails.

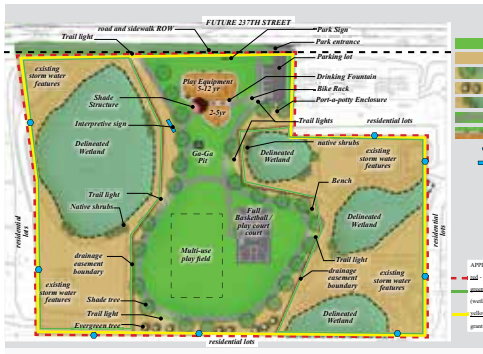
Park System Recommendations Overview Diagram





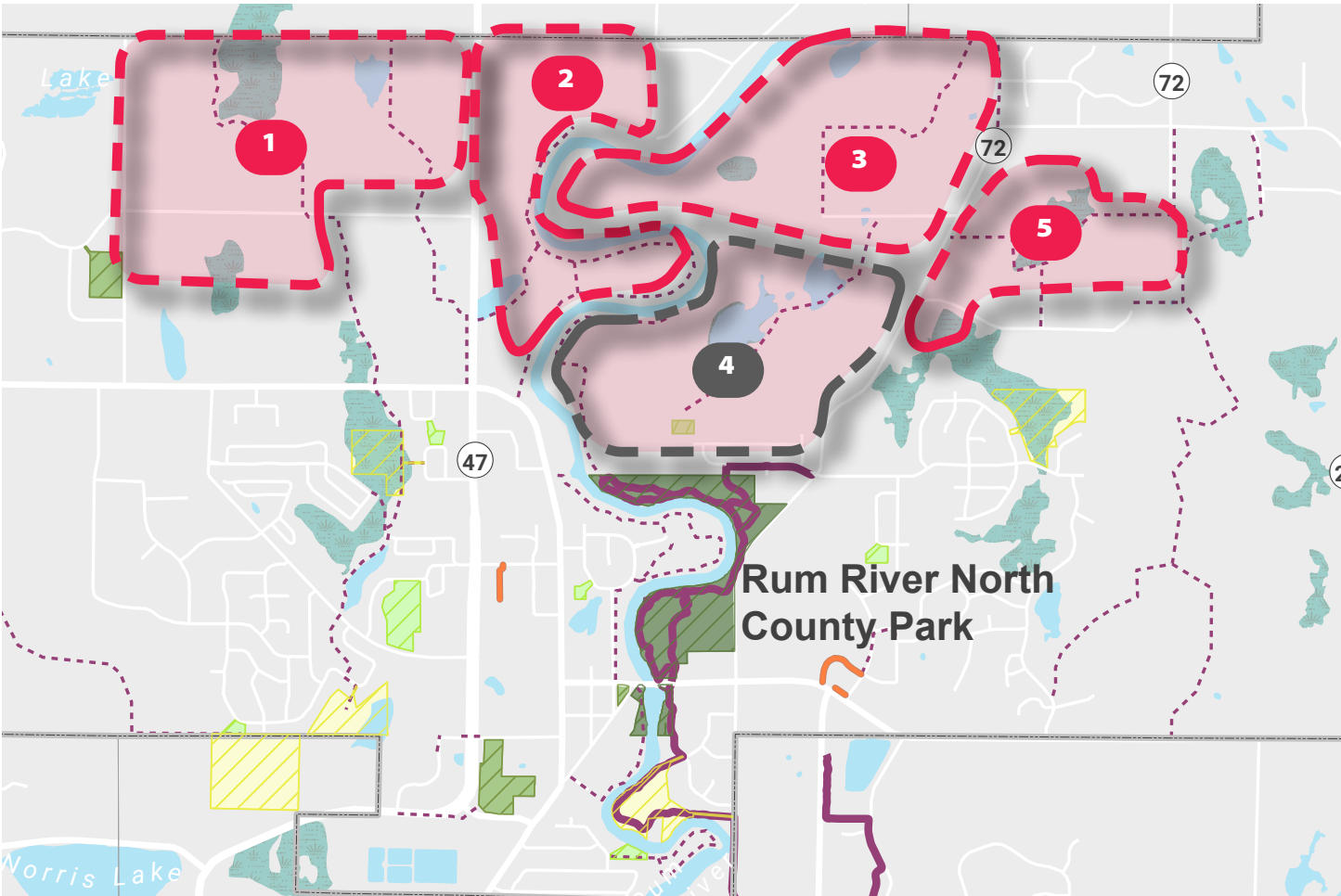
Neighborhood Parks

- The goal is for neighborhood parks to be located to provide 1/2-mile service area from most residents
- Continue to build Neighborhood Parks as new developments are added
- Create “minimum standard” list of features for future Neighborhood Parks (i.e. design a park that is unique to the site, include play equipment and trail connections/loop trail, benches)



Siwek Park Concept Plan

Neighborhood Park Search Areas



| Area | Notes |
|------|---|
| 1 | West of Hwy 47 - May be part of a larger expansion or project related to Hidden Ponds Park with neighborhood and community-wide amenities |
| 2 | Between Hwy 47 and the Rum River - Area is anticipated for highest density in growth areas - Will require typical neighborhood facilities, and has the potential to tie nicely with the Rum River |
| 3 | North section of new development between Rum River Boulevard and the Rum River - Likely a neighborhood focus, should capitalize on natural features |
| 4 | Siwek Park is under development to provide a park within this search area |
| 5 | Future development east of Rum River Boulevard - Neighborhood focus, connect with trail network and natural features |



Community & Special Use Parks

| | |
|---|--|
| 1 | Make updates to Hidden Ponds Park, including irrigation, new basketball court, a new shelter, and new play equipment. |
| 2 | Develop a Feasibility Study for the NW 40-acre parcel across from Hidden Ponds Park, based on the development concept. |
| 3 | Make updates to Woodbury Park to facilitate a Farmers Market |
| 4 | <p>Make improvements to Community Park to make it a premier park for residents on a daily basis and for hosting programs and events. See the Community Park Feasibility Study. Identified improvements include: Replace the existing concessions and restroom building</p> <ul style="list-style-type: none"> - Add a splash pad - Replace the playground with a nature-themed adventure playground - Add two new picnic shelters - Add a loop trail - Add a dog park in the southeast corner of the park |

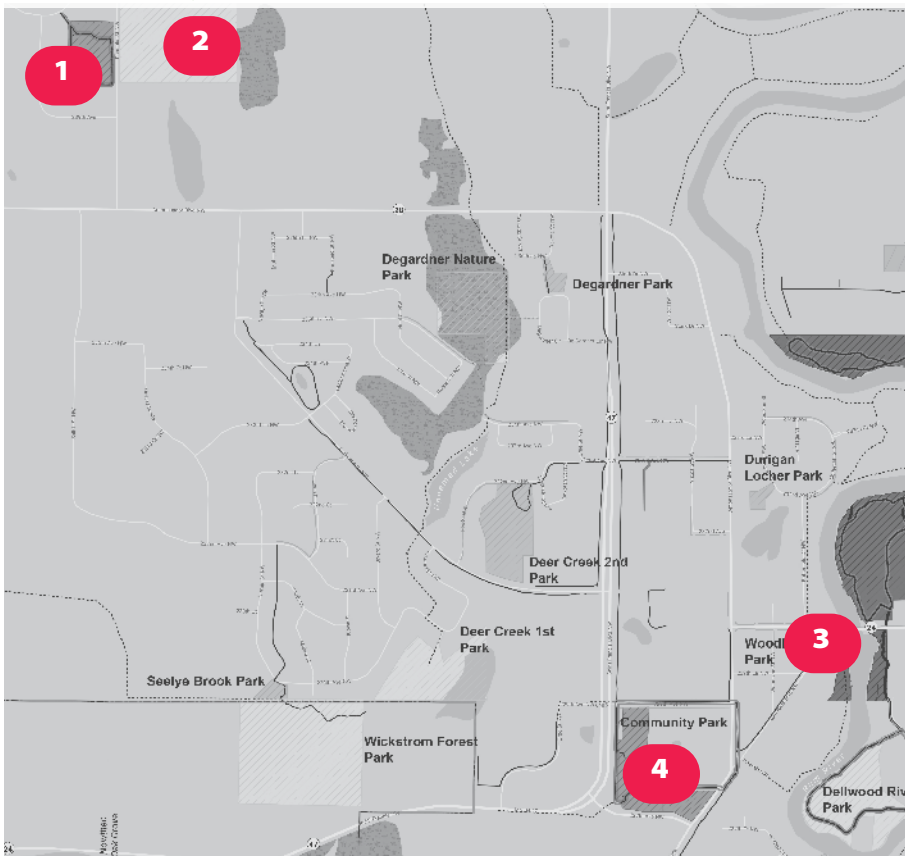


Basketball court



Splash pad

Community & Special Use Park Locations



Trail connections



Concessions building



Community Facilities

- Consider partnership facilities where possible in order to avoid duplication of services.
- Strengthen relationship/partnership with School District and Athletic organizations to provide joint services and programming.
- In partnership with new city hall, consider a community center that with limited programming (flexible meeting space, rental rooms) with outdoor picnic facilities.



Flexible meeting space



Senior fitness space



Potluck gathering space



Community Campus planning images from the 2017 Saint Francis Forward Plan

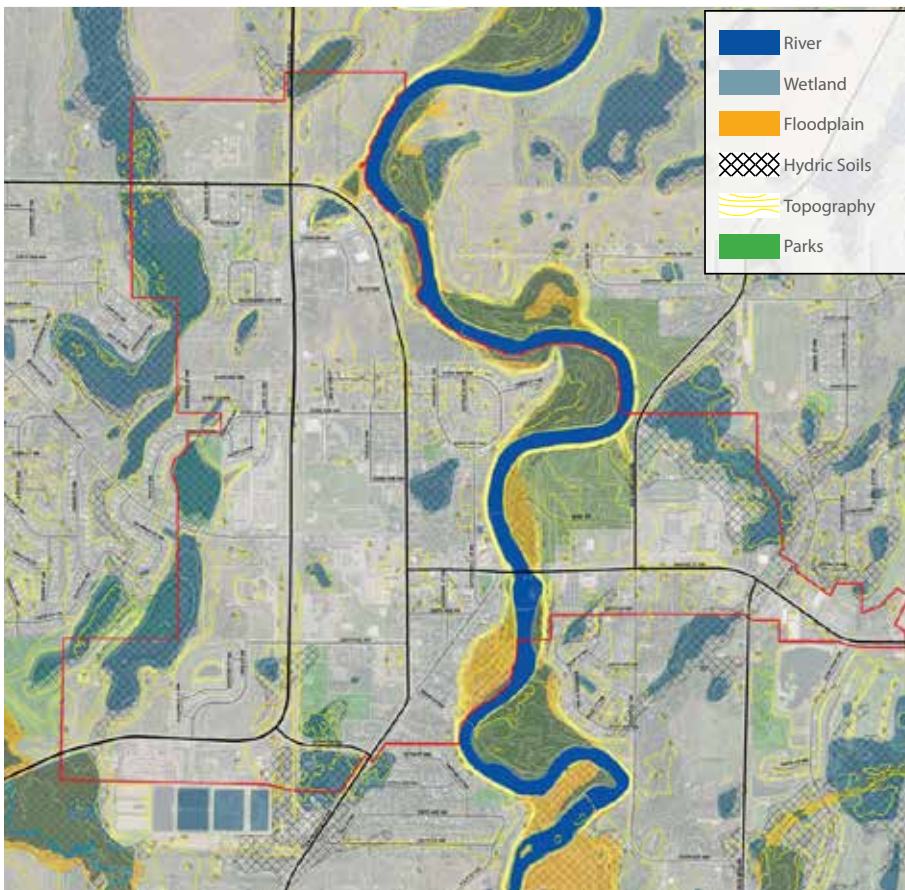


Natural Areas + Open Spaces

- Consider opportunities to preserve open space within the community.
- Highlight the importance of green spaces that provide conservation of open space, wildlife habitat, ecosystem services, etc.
- Recognize that not every park in the city needs to include a playground and trail. There is great value in open space, natural areas, and trails for the benefit of mental and physical health.
- Invest in natural areas as opportunities arise, such as Rum River shoreline restoration with Anoka County.
- Invest in acquisition of natural areas as opportunities arise.

Natural Features

This map from the *St. Francis Forward Plan* identifies several natural features that are representative of the city's identity, including the Rum River, wetlands, floodplain, and parkland.



Agenda Item # 9A.

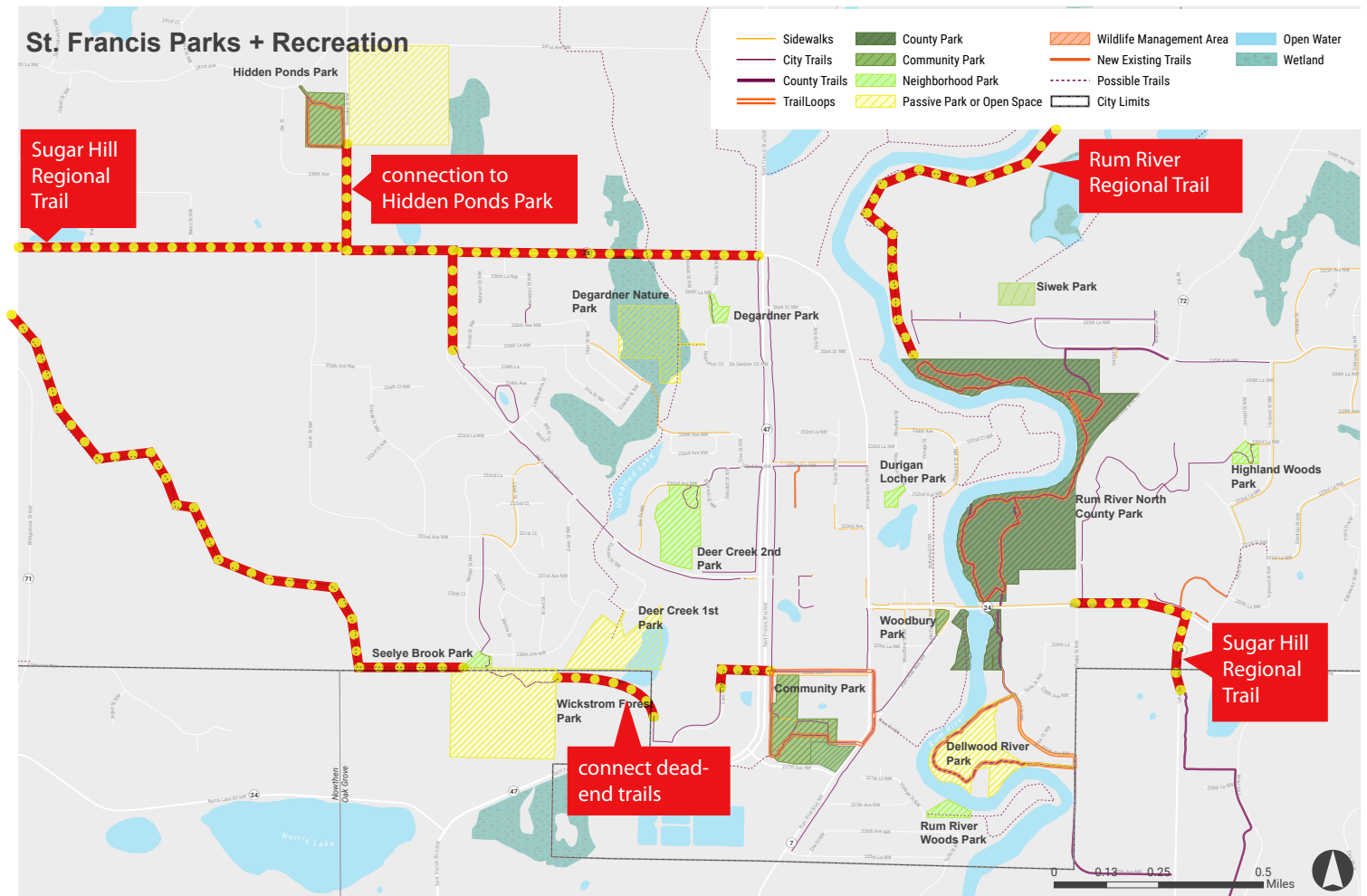





Trails

- Work with Anoka County to build paved trails along county roads in the community.
- Align trail projects with road construction projects. Build trails along roads as opportunities arise with road construction.
- Develop a long-term vision plan for a connected network of trails and green corridors.

Trails Diagram



 Planned and Proposed Trails

Anoka County Regional Trail Master Plans

SUGAR HILLS REGIONAL TRAIL



FIGURE 4

RUM RIVER REGIONAL TRAIL



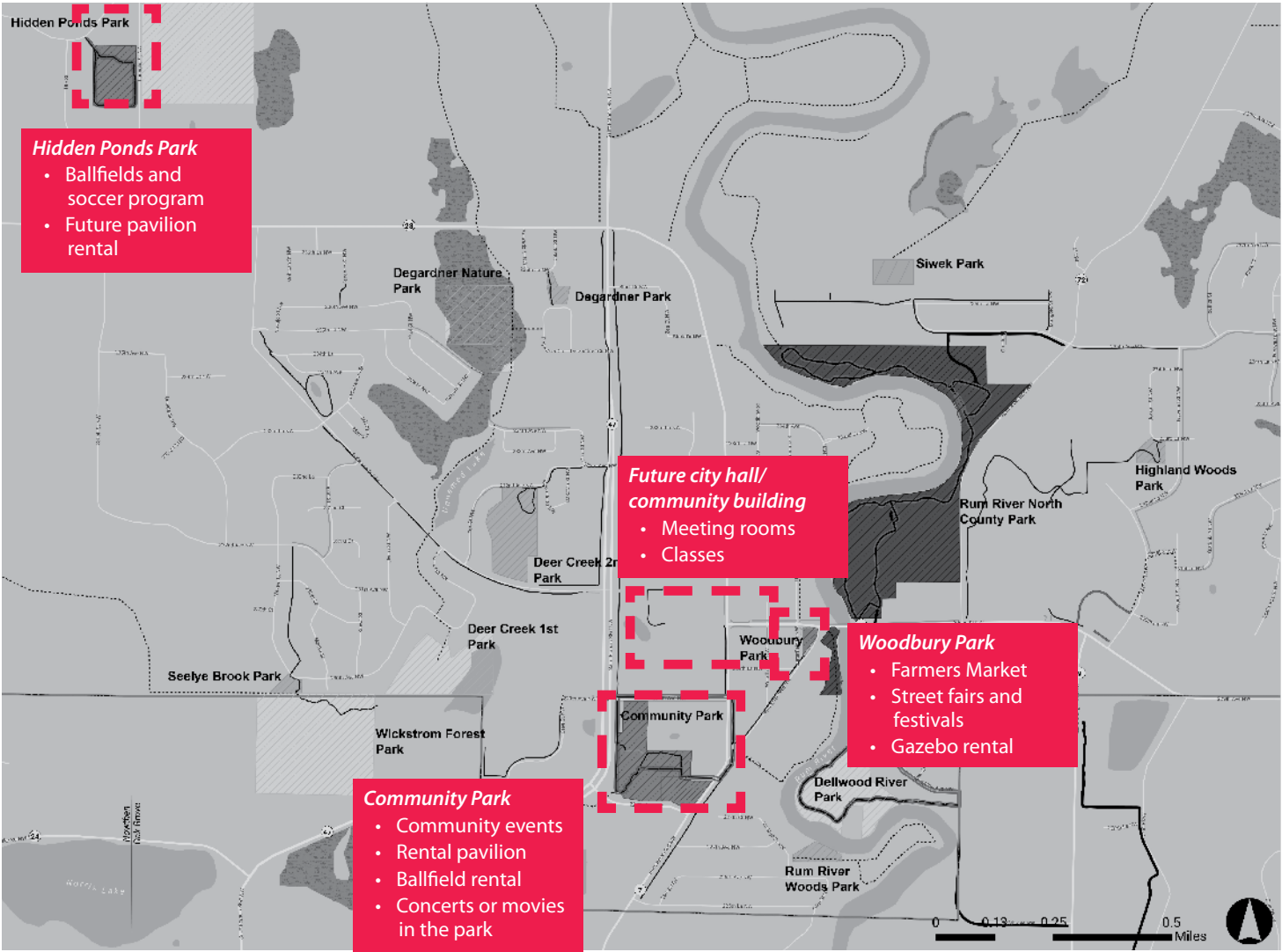
Figure A





Programming

- Encourage athletic groups and associations to offer programming. The city should provide fields and facilities and facilitate rental of those spaces.
- Focus on partnerships and non-profit groups to organize a farmers market and other programs.
- Consider partnering with Anoka County and outdoor groups to provide outdoor-focused programs (fishing, hiking, nature exploration, paddling, etc.)

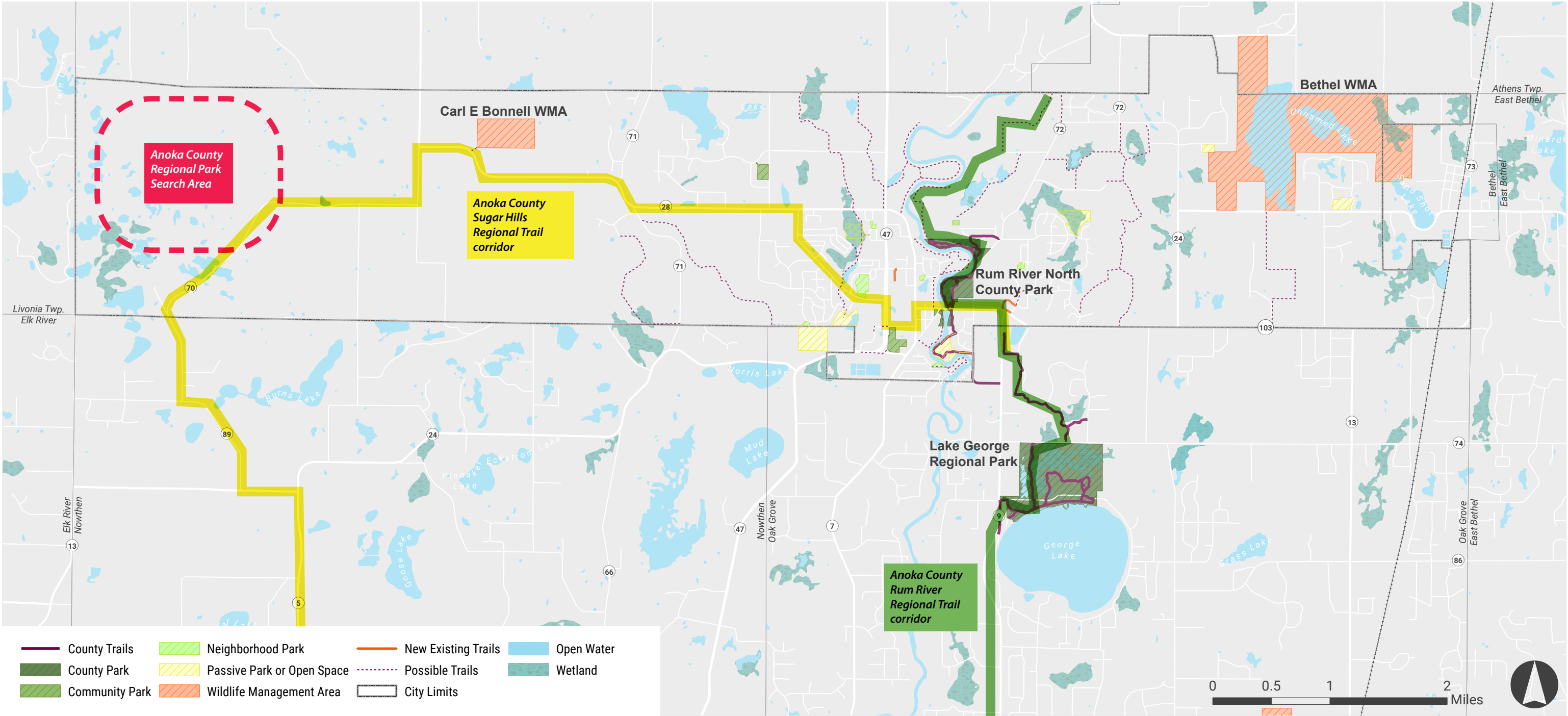




Long Term Considerations

- In the future, most St. Francis residents will live within a close proximity to a high-quality neighborhood park, as well as have nearby access to trails, natural areas and open space.
- Neighborhood park amenities and facilities will require significant re-investment in the next 15-20 years as items will need repair or replacement
- The city should consider land acquisition to conserve open space and for key trail corridors as opportunities arise.

- The city should hire staff in order to meet the needs of daily parks maintenance and future facilities.
- Collaboration and coordination between the city and Anoka County is key to implementation of future regional parks and trails that will benefit city residents.



SPECIFIC RECOMMENDATIONS & INITIATIVES

These recommendations are priorities to focus on for the next 5-10 years. These recommendations emerged from community, staff, and City Council input.

Develop a Farmers Market in St. Francis

STEPS/CONSIDERATIONS:

- Develop a committee to envision and operate the market
- Utilize Butterfield Dr NW adjacent to Woodbury Park

RESPONSIBILITIES / PARTNERS / COSTS

- Work with partner and local organizations and volunteers to lead and operate the market
- City staff time will be needed to permit and manage the market schedule
- The city should make street improvements (~\$100K) to facilitate market vendors and promotion, such as street surfacing improvements, a banner sign on the north side of the street.



Proposed Farmers Market adjacent to Woodbury Park



Splash Pad within the Community Park concept plan

Develop a Splash Pad at Community Park

Implement the splash pad as one of the priority projects of the larger Community Park concept plan.

STEPS/CONSIDERATIONS:

- Utilize the Community Park Feasibility Study to implement improvements to Community Park, including a splash pad
- Consider further community engagement as the splash pad is designed

RESPONSIBILITIES / PARTNERS / COSTS

- City staff time needed to manage the process
- Hire a contractor/vendor to design and install the splash pad
- Cost ranges from \$400K to \$900K for the splash pad, associated amenities, and design costs

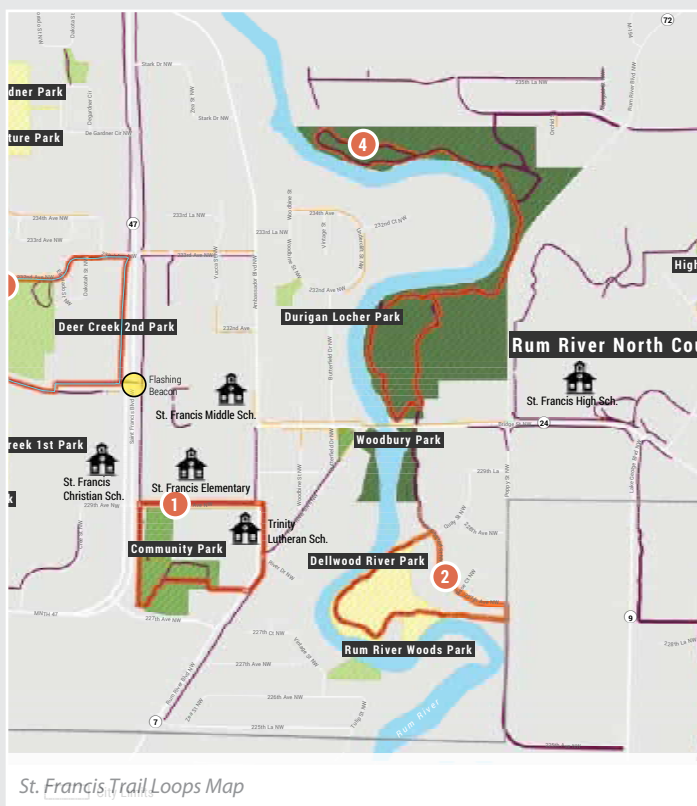
Develop paved trail network in the city for walking, running, and biking

STEPS/CONSIDERATIONS:

- Identify all existing and planned trails in the city
- Utilize County trails as part of the network
- Prioritize loop trails (1-mile, 3-mile, 5-mile)
- Prioritize making connections between trails that currently dead end
- Coordinate new trails with road improvements (Anoka County and MNDOT)—consider setting up a regular partner meeting

RESPONSIBILITIES / PARTNERS / COSTS

- City staff to encourage and urge County to build trails
- Costs will vary based on context and cost-share



Develop Indoor Community Center

STEPS/CONSIDERATIONS:

- Refer to *Saint Francis Forward Plan*
- Coordinate with downtown city planning for future city hall/fire station/meeting room/recreation
- Consider current and potential future users: senior groups, youth groups, volunteer committees and steering groups, city staff, rental groups, fitness classes

RESPONSIBILITIES / PARTNERS / COSTS

- Work with the school district, local athletic organizations, youth groups, and senior groups to identify the needs and desires for the community center





Off-leash dog park location within the NW 40-acre parcel concept plan



Off-leash dog park location within the Community Park concept plan

Consider development of an off-leash dog park

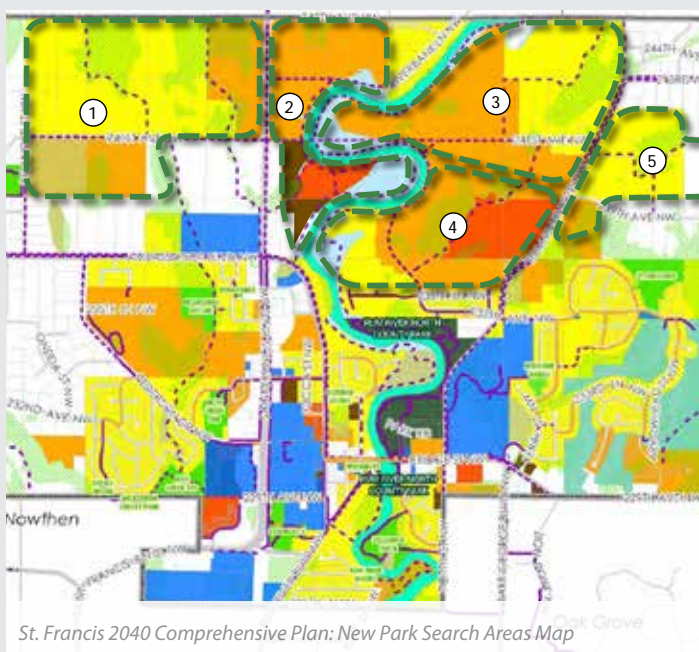
An off-leash dog park was identified as a desired facility in the community engagement process.

CONSIDERATIONS:

- Two locations within the park system have been identified as potential spots for a future dog park.
- The Community Park Concept Plan includes space for an off-leash dog park in the southeast corner of the park--this would be a wooded, fenced in site. This site is approximately 2.5 acres.
- A concept for the NW 40-acre parcel across from Hidden Ponds Park identifies a dog park that would include trails and wetlands. This site is almost 9 acres.

RESPONSIBILITIES / PARTNERS / COSTS

- The City Public Works Department would construct, operate, and manage the dog park
- City pet license fees or off-leash dog park access fees could help provide revenue for the dog parks
- Costs would include fencing, signage, brush and tree clearing, trash receptacles, and wood chips or mulch as needed.



St. Francis 2040 Comprehensive Plan: New Park Search Areas Map

Develop New Neighborhood Parks and Playgrounds

STEPS/CONSIDERATIONS:

- Build parks as development occurs
- Consider concept plans for improvements to existing parks in the city
- Establish a minimum list of features and standards for new neighborhood parks: play equipment, picnic tables, benches, park sign, trail loop, small shelter, trash and recycling receptacles, trees/shade

RESPONSIBILITIES / PARTNERS / COSTS

- Utilize and update Park Dedication Policy
- Work with developers to identify accessible and desirable land for future parks

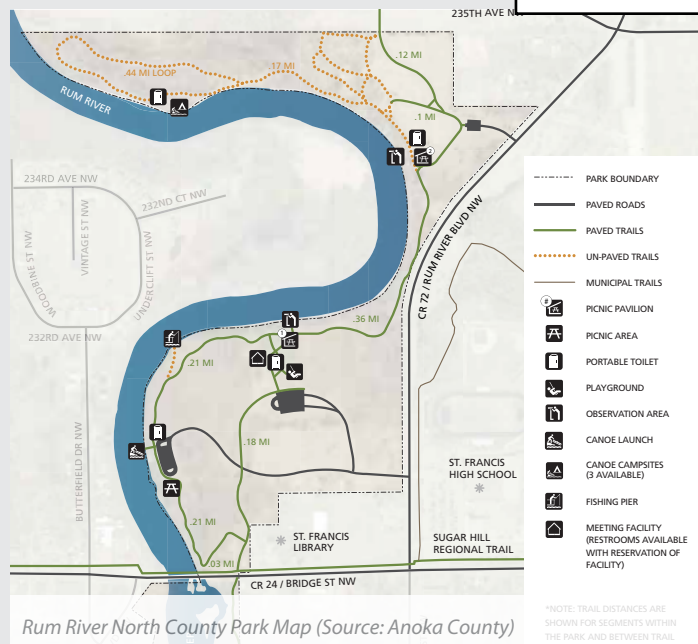
Develop Rum River Access

STEPS/CONSIDERATIONS:

- Consider locations for canoe/kayak landings and fishing piers
- Identify overlook locations
- Consider potential DNR restrictions
- Promote the outdoors/connection to nature and forests in St. Francis

RESPONSIBILITIES / PARTNERS / COSTS

- The city should work with and urge Anoka County to add / improve access at Rum River Park, including future regional trail improvements and connections



Other Considerations

STEPS/CONSIDERATIONS:

- Host winter events—skiing or ice skating
- Consider adding a disc golf course
- Provide space for food trucks and events (Community Park and Woodbury Park)
- Promote parks and events with social media
- Partner with the Chamber to develop food halls and food hubs, food festivals and celebrations
- Consider pop up parks—work with local businesses and community members
- Show the benefits of parks to the community; gain public and business support for investments
- Consider a skate park
- Consider athletic fields / tournament complex at the Northwest 40-acre property
- Build on the success of Pioneer Days

RESPONSIBILITIES / PARTNERS / COSTS

- Many of these ideas will need to be led by community groups, local businesses, and volunteers
- Consider partnerships with churches/schools/ Chamber of Commerce to provide programs and events
- City staff can help with promotion



Skate park



Disc golf



Pop up park



Winter event -- ice skating



Pop up park

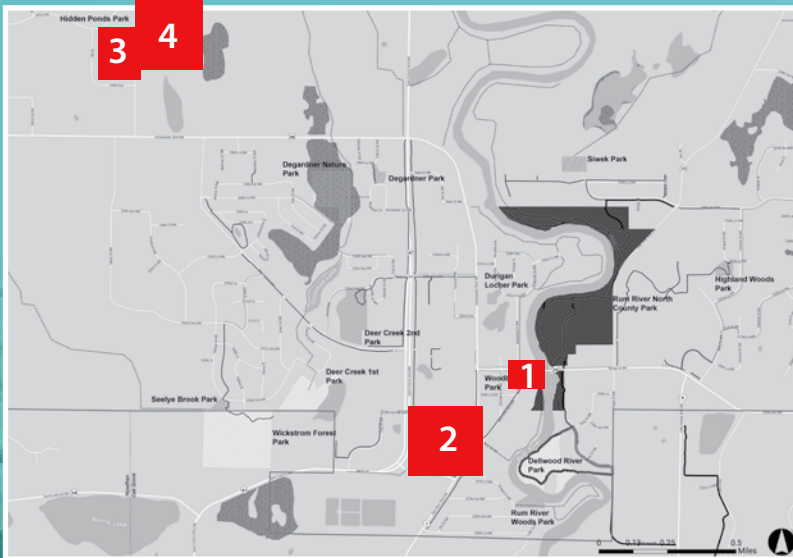


Food trucks

PARK CONCEPT PLANS

Concept plans for parks identify long-term visions for improvements and new development.

- 1] Woodbury Park
- 2] Community Park
- 3] Hidden Ponds Park
- 4] NW 40-acre parcel / open space



Woodbury Park Concept

Improvements for Woodbury Park identify spaces that will facilitate a farmers market on Butterfield Drive, fountain and landscaping enhancements, and trail connections as part of the Anoka County Sugar Hills Regional Trail and Bridge Street improvements.



Community Park Concept

The concept plan for Community Park includes a new splash pad, a nature-inspired playground, a new concessions building, added trails, a small off-leash dog park, parking enhancement, and trail connections surrounding the park. See the Community Park Feasibility Study for more detail.



LOCATION MAP:



PRECEDENT IMAGES

Agenda Item # 9A.



Trail connections



Picnic shelter



Park wayfinding system



Playground improvements

Hidden Ponds Park Concept

Improvements identified for Hidden Ponds Park include a new picnic shelter, a new playground, a basketball court, and Irrigation throughout the ballfields area.



PRECEDENT IMAGES



Northwest 40-acre Parcel/Potential Athletic Park

The northwest 40 acre open space is an undeveloped space that is to the east and across the Roanoke St NW, from Hidden Ponds Park.

Potential park development opportunities for this open space include:

- Athletic fields: 4 rectangular multi-use fields, and 3 diamond fields
- A 9 acre off-leash dog area
- A half-mile walking trail loop
- Supporting facilities, including shelters, parking lot, and restrooms
- A potential future community recreation building could be built on the NW part of the property

PRECEDENT IMAGES



Soccer on multi-use rectangular fields

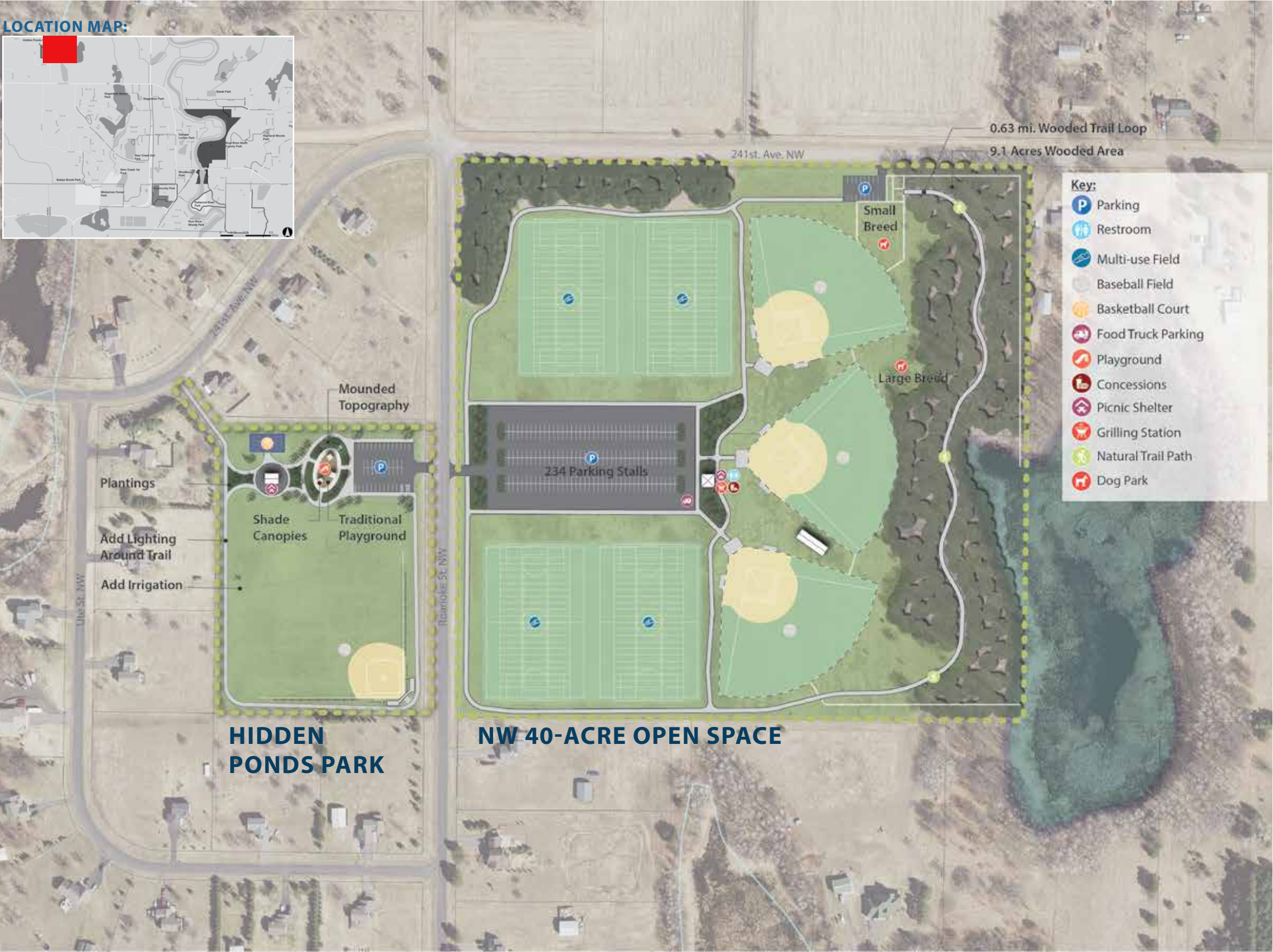


Picnic Shelter with restrooms



Off-leash dog area (Image source: Three Rivers Park District)

NW 40-Acre Parcel / Potential Athletic Park Concept



PARK CONCEPT OVERVIEW AND ALTERNATIVES

Agenda Item # 9A.

The future park should be developed to provide for flexible future development. For instance, the northwest corner of the park would be a good location for a potential future community recreation building. The multi-use fields in that location should be built so as not to impede future building access and development.



PRECEDENT IMAGES



“Parks and playgrounds
are the soul of a city”

- Marty Rubin





IMPLEMENTATION & PARK POLICIES



IMPLEMENTATION OVERVIEW

This chapter organizes specific projects into tables according to project type and provides high level planning budgets for consideration. Funding sources and options give an overview of considerations for aligning potential funding with projects.

A list of park policies includes policies that have been developed as part of previous park and trail system planning and the recent 2040 Comprehensive Plan. These policies are listed here as a reference for new park projects as well as continued operations and maintenance of the system.

BUDGETING FOR PLAN RECOMMENDATIONS

The following tables identify major projects and plans for the city to undertake in the next 5 to 10+ years. Budget numbers are typically included as high level planning numbers that would include planning, design, engineering, installation, and contingency costs. Many of the projects are conceptual and need further design and engineering to determine detailed costs.

The projects are organized into three broad categories:

- *Capital Projects* are physical development projects, such as park and trail improvements
- *Planning and Operations projects* involve staffing, administration time, and marketing tasks
- *Ongoing Coordination and Planning projects* are partnerships, meetings, and coordination items

| CAPITAL PROJECTS | SHORT TERM (5-YEAR) | LONG TERM (5-10 YEARS) |
|---|--|------------------------------|
| Improve Woodbury Park and Butterfield Drive to facilitate markets and events | \$100K - \$250K | |
| Improve Community Park with splash pad – Phase 1 improvements (see Community Park Feasibility Study for full project list, phasing, and cost estimate) | \$500K - \$1M | |
| Community Park Phase 2 and 3 improvements | | \$2M - \$4M |
| Rum River shoreline improvements | 2022 - Using Legacy grant; \$35,000 (city) | |
| Hidden Ponds Park improvements: basketball court, irrigation | \$500K | |
| Hidden Ponds Park: Phase 2 improvements: playground, shelter, trails | | \$500K - \$1M |
| NW open space / 40-acre parcel park improvements: dog park, trails, ballfields, multi-use rectangular fields, parking, Feasibility Study (short term), longer term design and engineering | \$30K (Feasibility Study) | \$5M - \$10M |
| Trail improvements should be incorporated into new subdivisions as opportunities arise | Developer-paid, city-paid, and county-paid | |
| Consider trail improvements with city road reconstruction projects as opportunities arise | TBD | |
| Trail improvements – on County roads | County coordination and support | |
| As opportunities arise, potentially start building a trails fund / annual allowance | \$50k - \$100K annually | |
| New neighborhood parks and playgrounds (with development) | primarily developer and Park Dedication | |
| Indoor community center—keep in this mind as other developments are ongoing | | TBD (bonding will be needed) |
| Allowance for conservation easements and land acquisition as opportunities arise | Primary developer funded | |
| Hwy 47 and Ambassador development park – potential trails and disc golf | \$50K - \$200K | |
| | | |

| PLANNING AND OPERATIONS PROJECTS | SHORT TERM (5-YEAR) | LONG TERM (5-10 YEARS) |
|---|------------------------|---------------------------|
| Evaluate Park Dedication policy | \$8K | |
| Grant writing for park improvements -- as needs arise | TBD / per project | |
| Work to hire an additional 1.0-2.0 FTE to manage and operate parks, recreation, and facilities | \$200K+ / annually | |
| Identify loop trails—continue to update existing trails map and brochure, consider expanding marketing of trail opportunities in the community | staff time | |
| ONGOING COORDINATION AND PLANNING | | |
| Initiate an ongoing biannual partnership meeting for programming (School District reps, athletic association reps) | Staff time | |
| Work with Chamber of Commerce to assemble a Farmers Market steering group to develop plans and coordinate a future farmers market Steering Group could also coordinate existing and future programs and events | Staff time | |
| Consider setting up a regular coordination meeting with Anoka County and MNDOT to review multimodal transportation needs and projects | Staff time | |
| Send high priority trail projects to Anoka County for including in their planning | Staff time | |
| Consider reinstating Park Commission in order to provide advisory role on parks and recreation | Staff time | |
| DNR coordination—communication related to conservation easements and Rum River as needs arise | Staff time | |
| Work with Anoka County SWCD to advance conservation goals and apply for cost share funding and partnerships on natural resource projects – as needs arise | Staff time | |

Parks Action Items

| ✓ | DESCRIPTION | RESPONSIBLE ENTITIES | TIMING |
|---|--|----------------------------|-----------|
| | Update the City's park dedication requirements as part of the zoning and subdivision ordinance updates | City of St. Francis | Short |
| | Update the City's park and trail system plan | City of St. Francis | Short |
| | Update the City's CIP | City of St. Francis | Short |
| | Develop a park inventory and official policy regarding the replacement of park features | City of St. Francis | Short |
| | Installation of the stoplight at Pederson Drive and Hwy 47 | City of St. Francis, MNDOT | Short |
| | Replace playgrounds that have been removed in neighborhoods where no alternative exists | City of St. Francis | Short/Med |
| | Explore strategies to provide event-based and program-based activities (athletic, cultural, or entertainment) throughout the City that will benefit the economic development of the City and provide sought-after amenities for residents. | City of St. Francis | Short/Med |
| | Develop trails along the Rum River | City of St. Francis | Med/Long |
| | Develop parks as neighborhoods develop in the north part of St. Francis | City of St. Francis | Med/Long |

Parks Action Items from the *City of St. Francis 2040 Comprehensive Plan*

Programs to Address Needs

There are a number of tools the City can use to address the identified parks and trails needs in the community. This table identifies specific implementation actions and tools that can be utilized by the City, County, and various stakeholders to meet those needs.

TABLE 6.31 PARK & TRAIL IMPLEMENTATION TOOLS

| Park/Trail Tool | Circumstances & Sequence of Use | City Approach | Natural Resources | School Coordination | Trail Network | Access | Search Areas | Maintenance |
|---------------------------------|---|--------------------------|-------------------|---------------------|---------------|--------|--------------|-------------|
| | | | | | | | | |
| Park and Trail Dedication | Park dedication is intended to collect funds or property from development projects to pay for or supply land to meet the increased demand for parks and trails by new residents. | Active/Ongoing | | | X | X | X | |
| General Fund | General funds can be used to fund the development and maintenance of parks and trails. The City utilizes the general fund for these purposes. | Active/Ongoing | X | X | X | X | X | X |
| Capital Improvement Planning | Keeping track of lifecycle and upcoming expenses helps the park system retain a stable understanding of budget needs | Active/Ongoing | | X | X | X | X | |
| Safe Routes to School | Safe Routes to School grants are funded at state and federal levels. Funding can go towards infrastructure and activities. | Open to consideration | | X | X | X | | |
| Volunteerism | Volunteers can provide resources for park development and maintenance. This labor can also be used as a "match" for many grants that require them. | Project by project basis | X | X | | | | X |
| Donations/Sponsorships | These may be financial donations from individuals or area corporations, or donations of labor from recreation clubs or use agreements. Programs such as "adopt-a-trail" or "adopt-a-park" by an organization, business, or individuals have been used in many communities to help with maintenance tasks and raise awareness. | Open to consideration | X | X | X | | | X |
| Regional Park and Trail Funding | Funding for regional parks and trails can be secured through the Metropolitan Council. The local agency for regional parks is Anoka County. The City supports these projects. | Project by project basis | X | | X | | X | |
| State of Minnesota | The State of Minnesota provides funds through the DNR for park and trail related amenities. MNDOT provides much of the funding for trail projects, especially in conjunction with roads | Project by project basis | X | | X | X | | |
| Federal Funding | Federal Programs such as BUILD (formerly TIGER) provide funding for road reconstructions, and trail components can be incorporated into the projects. The City will support sponsoring agencies (MNDOT, Anoka County). | Project by project basis | | | X | X | | |
| Dedicated Tax Levy | A City can hold a referendum for a dedicated tax levy with proceeds directed specifically for parks and recreation. This levy can be used for capital projects as well as operations and maintenance. The proceeds may be in place of general funds or be supplemented by general funds. | Open to consideration | X | X | X | X | X | X |

Funding programs and Tools list from the *City of St. Francis 2040 Comprehensive Plan*

FUNDING OPTIONS AND SOURCES

INCREASE CITY FUNDING

Increase Parks and Recreation's share of the City's general fund.

Increase funding from the General Fund for maintenance work.

Establish a Maintenance and Replacement Fund to cover major capital repairs and replacements.

EXPLORE NEW CITY FUNDS

Explore the use of a franchise fee to fund maintenance or specific programs.

Explore a bond referendum for a specific package of capital improvements.

Dedicated tax levy specifically for parks and recreation/trails

Consider a Local Option Sales Tax – needs legislative approval

PURSUE GRANTS

Continue to strategically pursue grants focused on those whose funding amounts are sufficient to outweigh administrative requirements.

Regional Solicitation

SPONSORS & PARTNERS

Evaluate the potential value of sponsorship for all assets, programs, and events in the system based on user demographics and participation/visitation. Use the data to create an enhanced sponsorship catalog to target local and regional sponsors and corporate partnerships.

Continue to build and enhance partnerships with community education departments, schools, athletic organizations, fraternal organizations/nonprofits, and others.

Explore collaboration funding opportunities in areas like public health, public art, programming, and sustainability.

Pilot use of a crowdfunding tool for small, targeted project (kickstarter.org, razoo.com or NRPA Fund Your Park).

PARK POLICIES

The following policies were developed as part *City of St. Francis Park and Trail Plan* developed in 2005, and updated in 2013.

GENERAL

1. Create and maintain an attractive, diverse, and interesting system of parks and trails.
2. Establish park and trail facilities that provide recreational as well as functional uses.
3. Maintain all trails in good repair and ensure that designated trail segments are kept open and clear of snow throughout the year unless designated as winter use trails.
4. Provide for the efficient maintenance and operation of clean, orderly, controlled, safe, and attractive parks and trails. Park maintenance and operation shall safeguard the physical condition of trails from deterioration or damage due to weather, vandalism, or other natural or human causes.
5. Consideration shall be given to safety, visibility, and emergency access into parks when acquiring land or planning for development.

ENVIRONMENTAL

1. It is the policy of the City to manage, preserve, and protect its natural environment in order to enhance the residential quality of life in the community.
2. Maintain scenic river district and continue to work with DNR to protect the Rum River's rural scenic and urban scenic areas.
3. Consider crediting for dedication of park and trail land only those parcels that are not within delineated wetlands or that include slopes of no more than twelve percent (12%).

ENHANCE/EXPAND SYSTEM

1. Maintain and enhance City's existing parks
2. Acquire park and trail facilities to satisfy the recreational and transportation needs of the residents on both a neighborhood and community-wide basis.
3. Expand the park and multi-modal trail system with connections to the town center and neighborhoods.
4. Provide for an adequate amount of open space throughout new developments, which serve both aesthetic and recreational functions and also serve as buffers and boundaries between incompatible land uses.
5. Consider existing physical site amenities (natural or man-made) and encourage the establishment of new site amenities when planning and developing park areas.

WORK WITH OTHERS

1. Promote citizen interest and involvement in the planning and enjoyment in the City's park and trail system.
2. Promote integration with other city activities, services, and facilities.
3. Promote working relationships within Independent School District #15, the surrounding communities, the County, School Districts, private and/or non-profit organizations in developing joint ventures for shared use of recreational parks, open spaces, facilities and the citywide trail system.

PARK DESIGN

1. Park and playground buildings should be compatible with surrounding activities with regard to scale, design, color, setbacks, and materials.
2. Park and trail development should minimize impacts on adjacent properties through design provisions including, but not limited to:
 - Adequate off-street parking
 - Appropriate orientation and location of buildings and activity areas
 - Screening, buffering and landscaping
 - Adequate setbacks and physical separation
3. Provide support facilities in conjunction with trail development.
4. Design and construct trails according to development recommendations established by the National Park and Recreation Association, the Minnesota Department of Transportation, and the Minnesota Department of Natural Resources.
5. Develop new residential areas as pedestrian-oriented neighborhoods with a mix of housing types, open and recreational spaces, trail linkages, trees, adequate buffering from incompatible land uses, and traffic calming measures.

CONSTRUCTION

1. Encourage the private sector to provide recreational opportunities/facilities.

Comprehensive Plan Policies

The following policies were developed as part of *St. Francis 2040: Comprehensive Plan for the City of St. Francis*.

1. *Policy 1.1:* Promote the development of high quality neighborhood parks that can be walked to by new residents as new neighborhoods develop.
2. *Policy 1.2:* Ensure all parks, park buildings, and trails are safe, convenient, and accessible for all residents.
3. *Policy 1.3:* Require new parkland to be located with at least one full side of frontage to a public road
4. *Policy 1.4:* Replace key features (such as playgrounds) at parks that have had them removed and there is not a suitable alternative for the neighborhood
5. *Policy 1.5:* Ensure there is a plan and resources to pay for the maintenance and long term replacement costs of new parks
6. *Policy 1.6:* Develop a funding mechanism to pay for the upkeep of existing parks
7. *Policy 2.1:* Reconstruct sidewalks and trails that are in disrepair and install new sidewalks and trails to eliminate gaps in the system and better connect to parks. Conduct these efforts in combination with road reconstruction/repair projects when possible.
8. *Policy 2.2:* Within the developed areas of St. Francis, work to provide parks and school facilities that are accessible to all residents without having to cross high speed/high traffic streets. If major roads must be crossed, provide safe crossings.
9. *Policy 2.3:* Support Anoka County in the development of the proposed Sugar Hills Regional Trail
10. *Policy 3.1:* Reconnect the Rum River to the City as an important recreational amenity without degrading habitat or water quality.
11. *Policy 3.2:* Incorporate natural features and areas into the parks system when possible and applicable.
12. *Policy 3.3:* Coordinate with the School District to encourage environmental learning



“ Look forward for a century, to the time when the city has a population of a million, and think what will be their wants. They will have wealth enough to purchase all that money can buy, but all their wealth cannot purchase a lost opportunity, or restore natural features of grandeur and beauty, which would then possess priceless value, and which you can preserve for them if you will...”

— H.W.S. Cleveland, 1883



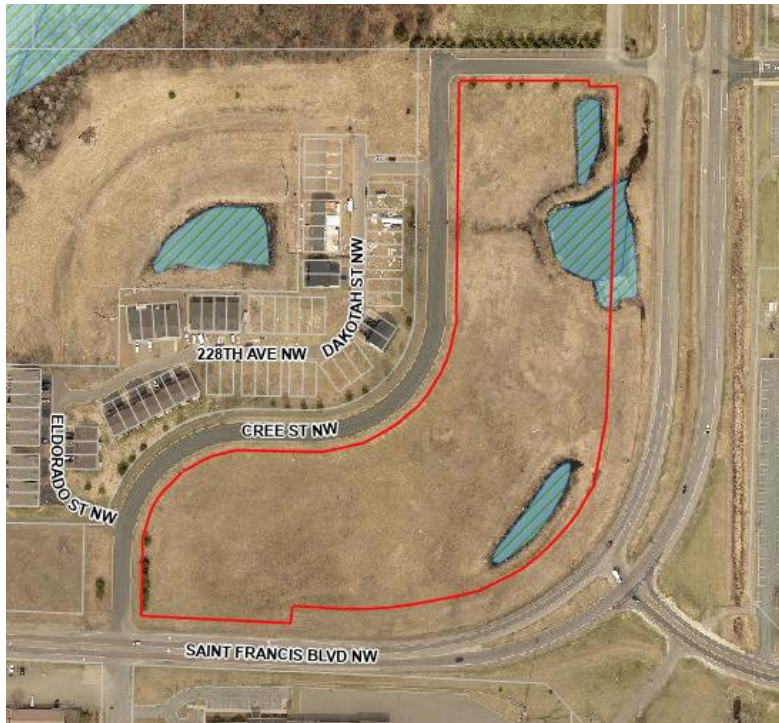


CITY COUNCIL AGENDA REPORT

TO: St. Francis City Council
FROM: Beth Richmond, Planner
SUBJECT: Meadows of St. Francis 4th Addition – Minor Subdivision
DATE: July 18th, 2022
APPLICANT: Rod Hamby

OVERVIEW:

On May 2, 2022, the City Council reviewed and approved a minor subdivision and site plan for a 10,640 SF retail store on the northern 1.95 acres of a 10.66-acre lot bounded by Hwy 47, Cree St, and 229th Ave NW. The minor subdivision was never recorded with Anoka County.



The applicant has since updated the subdivision request and submitted another application for a revised minor subdivision. The revised subdivision request includes the creation of four total lots within the 10.66-acre parcel and shifts the property line between Lots 1 and 2 to the south by 15 feet. The site plan for the retail store will remain unchanged.

SUBDIVISION UPDATE

Following approval of the original subdivision in May, the applicant determined that an adjustment to the southern lot line of Tract A was necessary. Tract A included a node that extended 15 feet further south than the rest of the southern property line. The applicant is

requesting to shift the remainder of the southern property line south 15 feet to eliminate the node and create a straight line split.

In addition to the adjustment of the lot line, instead of creating two lots from one existing platted lot as previously approved, the revised subdivision proposes to create four total lots on the 10.66-acre parcel. All proposed lots meet lot area and width requirements for the B-2 zoning district and have adequate lot frontage.

| Proposed | Lot Area |
|-------------------------|-----------------------|
| <i>B-2 Requirements</i> | <i>Min. 20,000 SF</i> |
| Lot 1 | 2.13 acres |
| Lot 2 | 3.28 acres |
| Lot 3 | 1.82 acres |
| Lot 4 | 3.43 acres |

The existing easements that were created as part of the Meadows of St. Francis 1st Addition will remain. All other necessary drainage and utility easements will be placed around each new lot as required by Code. Site plan review and approval will be required for Lots 2, 3, and 4 prior to any construction or development.

This request will be processed as a minor subdivision as it will create creating three additional lots meeting Code requirements from an existing, platted lot. The subdivision documents that will be used to process this request include a preliminary and final plat for the 4th Addition of the Meadows of St. Francis development.

ACTION TO BE CONSIDERED:

Staff recommends approval of the revised minor subdivision for the 4th Addition of the Meadows of St. Francis development. A draft approval resolution has been prepared and is attached for your consideration. Council action is requested on these items.

Suggested Motion

1. Move to approve Resolution 2022-37 approving the minor subdivision for the Meadows of St. Francis 4th Addition with conditions and findings of fact as presented by Staff.

ATTACHMENTS:

- Draft Approval Documents
 - Resolution 2022-37 – Minor Subdivision
- Applicant Submittals
 - Previously-approved Certificate of Survey
 - Preliminary Plat
 - Final Plat

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

RESOLUTION 2022-37

**A RESOLUTION APPROVING A MINOR SUBDIVISION FOR THE 4TH ADDITION
OF THE MEADOWS OF ST. FRANCIS DEVELOPMENT**

WHEREAS, the applicant, Rod Hamby, has requested a minor subdivision for the 4th Addition of the Meadows of St. Francis development; and

WHEREAS, the property is legally described as:

Lot 1, Block 2, Meadows of St. Francis, Anoka County, Minnesota. Containing 10.66 acres, more or less. (Torrens property); and

WHEREAS, the property can be identified with the Anoka County PID 06-33-24-11-0070; and

WHEREAS, the property was the subject of a minor subdivision approval granted by Resolution 2022-23 adopted on May 2, 2022; however, the plat was never recorded; and

WHEREAS, the applicant is requesting to subdivide the existing platted lot to create three additional lots as shown on the preliminary and final plat documents dated June 29, 2022; and

WHEREAS, the City of St. Francis has determined that this Resolution will repeal and replace Resolution 2022-23; and

WHEREAS, the entire site is zoned B-2 General Business; and

WHEREAS, all four lots meet the dimensional requirements for a lot in the B-2 zoning district; and

WHEREAS, the City Council of the City of St. Francis, on July 18, 2022, considered the requested subdivision 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 repeals and replaces Resolution 2022-23 and approves the requested minor subdivision based on the following findings of fact:

1. The proposed subdivision is consistent with the City's Comprehensive Plan.
2. The proposed subdivision is consistent with the City's Zoning and Subdivision Ordinances.

BE IT FURTHER RESOLVED that approval of the minor subdivision shall be subject to the following conditions:

1. The preliminary and final plats shall be renamed “Meadows of St. Francis 4th Addition.”
2. Applicant shall show the location of all utilities within 100 feet of the site boundary on the preliminary plat.
3. Park dedication requirements shall be resolved in accordance with City standards.
4. Applicant shall address all comments from the City Engineer.
5. Applicant shall comply with all comments from MnDOT related to their review of this subdivision.
6. Applicant shall execute and submit a development agreement for the site with terms acceptable to the City Attorney.
7. The site plan performance agreement for the northernmost lot (Lot 1) shall be updated and approved by the City.
8. Reference monuments shall be placed in the subdivision as required by state law.
9. The applicant is responsible for all fees related to the review of this application.
10. All fees and financial obligations shall be received by the City prior to the releasing of the subdivision documents for recording.
11. The applicant shall record the subdivision documents with Anoka County within 30 days after the subdivision is approved and provide a signed copy verifying County recording to the City.

Approved and adopted by the City Council of the City of St. Francis on the 18th day of July, 2022.

Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

Dated

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

MEADOWS OF ST. FRANCIS PLAT 2

CITY OF ST. FRANCIS
COUNTY OF ANOKA
SEC. 06, TWP. 33, RNG. 24

Agenda Item # 9B.

CONTACT INFORMATION

Developer/Engineer (Lot 1)
Rodney Parrott, PE
Overland Engineering, LLC
1598 Imperial Ctr. Suite 2009
West Plains, MO 65775
Phone: 417-256-8150

Fee Owner/Developer (Lots 2-3)
James R. Anderson
9893 Enclave Drive
Minnetonka, MN 55305
Phone: 507-530-5981

Land Surveyor:
Sam DeLeo
Kramer Leas DeLeo, P.C.
13 North 11th Ave.
St. Cloud, MN 56303
Phone: 320-259-1266

LEGAL DESCRIPTION

Lot 1, Block 2, MEADOWS OF ST. FRANCIS, Anoka County, Minnesota.
Existing Property Site Address: 10524 Hanson Blvd. NW

PROJECT INFORMATION

Current Zoning = General Business District, B-2

Part of current County Tax Parcel ID = 06-33-24-11-0070

BUILDING SETBACKS

General Business District, B-2

Principal Structures:
50 feet from street R.O.W. (Collector/arterial street)
25 feet from street R.O.W. (Local street)
10 feet from interior side yard lines
20 feet from corner side yard line
25 feet from rear yard lines

Max Impervious surfaces: 80%

Topographic features shown hereon are from a field survey completed on 04/27/2022 and Anoka County aerial mapping.

Access to Lots 1-4 will be provided via new driveways to Cree Street NW.

The purpose of this subdivision is to split one existing parcel into four parcels.

SOILS DATA

The USDA Soil Survey soil types indicated for this area are shown on the plat and described as follows:

BtB Brahm loamy fine sand, 2 to 6 percent slopes
Kr Kratka loamy fine sand
NyA Nymore loamy sand, 0 to 2 percent slopes
NyB Nymore loamy sand, 2 to 6 percent slopes

PLAT AREAS (+/-)

Entire Plat = 10.66 Acres

Block 1
Lot 1 = 2.13 Acres

Lot 2 = 3.28 Acres

Lot 3 = 1.82 Acres

Lot 4 = 3.43 Acres

PROPERTY BOUNDARY MONUMENT LEGEND

- SET IRON PIPE WITH CAP STAMPED "DELEO 40341"
- FOUND IRON MONUMENT
- GOVERNMENT SECTION CORNER MONUMENT

| NO. | REVISIONS SINCE INITIAL DATE OF | DATE |
|-----|---------------------------------|------|
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| | | |

KLD
KRAMER LEAS DELEO
SURVEYING • ENGINEERING • PLANNING
ST. CLOUD

1100 Industrial Park Road
St. Cloud, MN 56301
218-824-6233
13 North 11th Avenue
St. Cloud, MN 56301
320-259-1266

I HEREBY CERTIFY THAT THIS PLAN, SURVEY, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Signature: *Samuel J. DeLeo* 06/29/2022
Samuel J. DeLeo, MN License No. 40341 Date

PROJECT NO. OVERG2105

Preliminary Plat of
MEADOWS OF ST. FRANCIS PLAT 2

For PID: 06-33-24-11-0070
City of St. Francis, County of Anoka, State of Minnesota
Located in Section 6, Township 33 North, Range 24 West

No. 1 of 1

MEADOWS OF ST. FRANCIS PLAT 2

CITY OF ST. FRANCIS
COUNTY OF ANOKA
SEC. 06, TWP. 33, RNG. 24

KNOW ALL PERSONS BY THESE PRESENTS:

That SFLC, LLC, a Minnesota limited liability company, owner of the following described property situated in the City of St. Francis, County of Anoka, State of Minnesota to wit: Lot 1, Block 2, MEADOWS OF ST. FRANCIS, Anoka County, Minnesota.

Has caused the same to be surveyed and platted as MEADOWS OF ST. FRANCIS PLAT 2 and does hereby dedicate to the public for public use forever the drainage and utility easements as created by this plat.

In witness whereof said SFLC, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper officers this ____ day of _____, 20____.

James R. Anderson
President
STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20____ by James R. Anderson, President, of SFLC, LLC, a Minnesota limited liability company, on behalf of the company

(Notary Signature) _____ (Notary Printed Name) _____
Notary Public _____ County, Minnesota
My commission expires _____

CITY OF ST. FRANCIS

Approved by the Council of the City of St. Francis, this ____ day of _____, 20____.

Mayor _____ City Clerk _____

ANOKA COUNTY

County Surveyor

I hereby certify that in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this ____ day of _____, 20____.

By: David M. Ziegler
Anoka County Surveyor

County Auditor/Treasurer

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ____ day of _____, 20____.

Property Tax Administrator

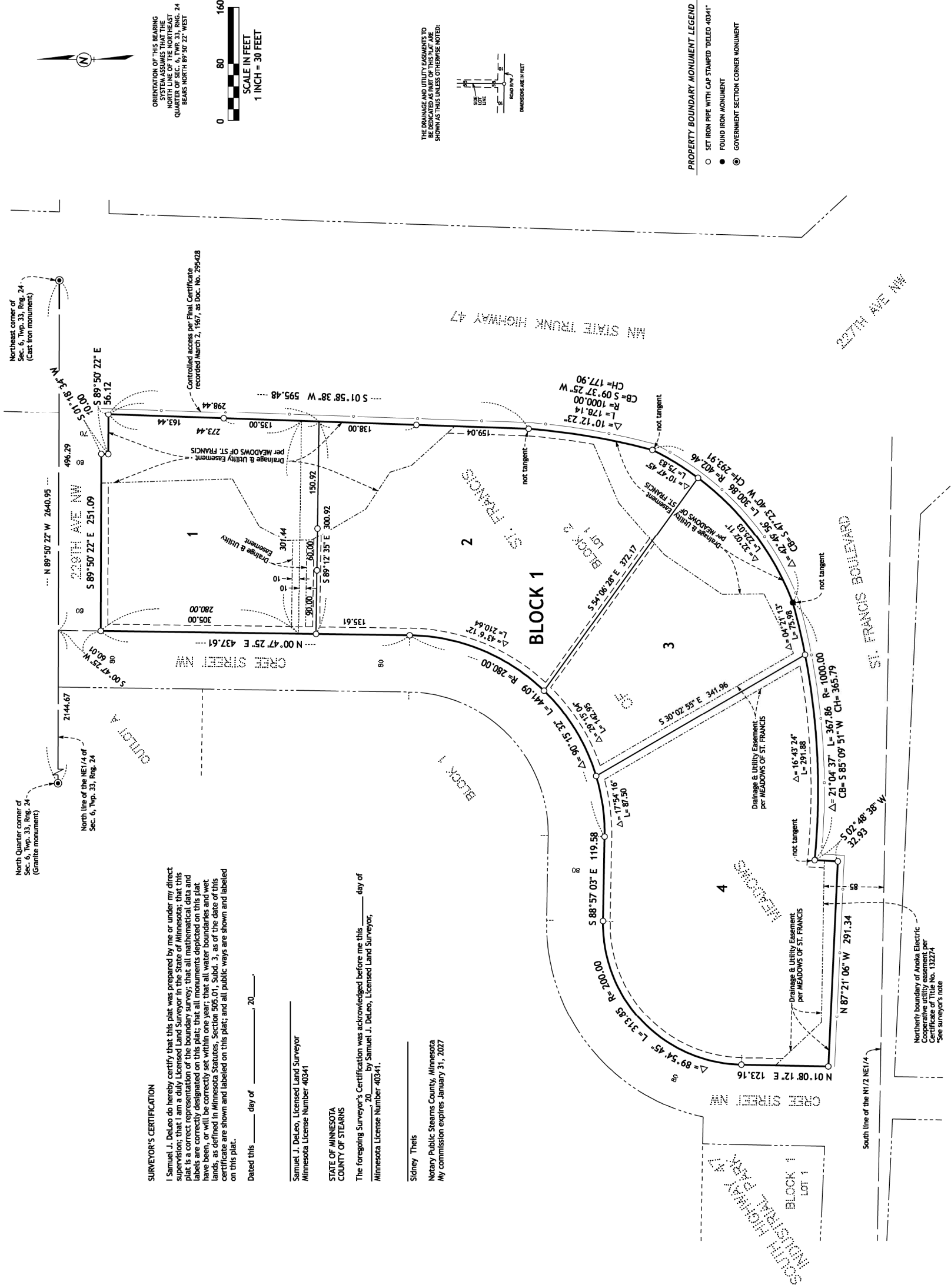
By: _____ Deputy

County Recorder/Registrar of Titles
County of Anoka, State of Minnesota

I hereby certify that this plat of MEADOWS OF ST. FRANCIS PLAT 2 was filed in the office of the County Recorder/Registrar of Titles or Public Administrator on this ____ day of _____, 20____ at ____ o'clock ____ M., and was duly recorded as Document Number _____.

County Recorder/Registrar of Titles

By: _____ Deputy



SURVEYOR'S CERTIFICATION

I, Samuel J. DeLeo, do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been, or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat; and all public ways are shown and labeled on this plat.

Dated this ____ day of _____, 20____.

Samuel J. DeLeo, Licensed Land Surveyor
Minnesota License Number 40341

STATE OF MINNESOTA
COUNTY OF STEARNS

The foregoing Surveyor's Certification was acknowledged before me this ____ day of _____, 20____ by Samuel J. DeLeo, Licensed Land Surveyor, Minnesota License Number 40341.

Sidney Theis

Notary Public Stearns County, Minnesota
My commission expires January 31, 2027

PROPERTY BOUNDARY MONUMENT LEGEND

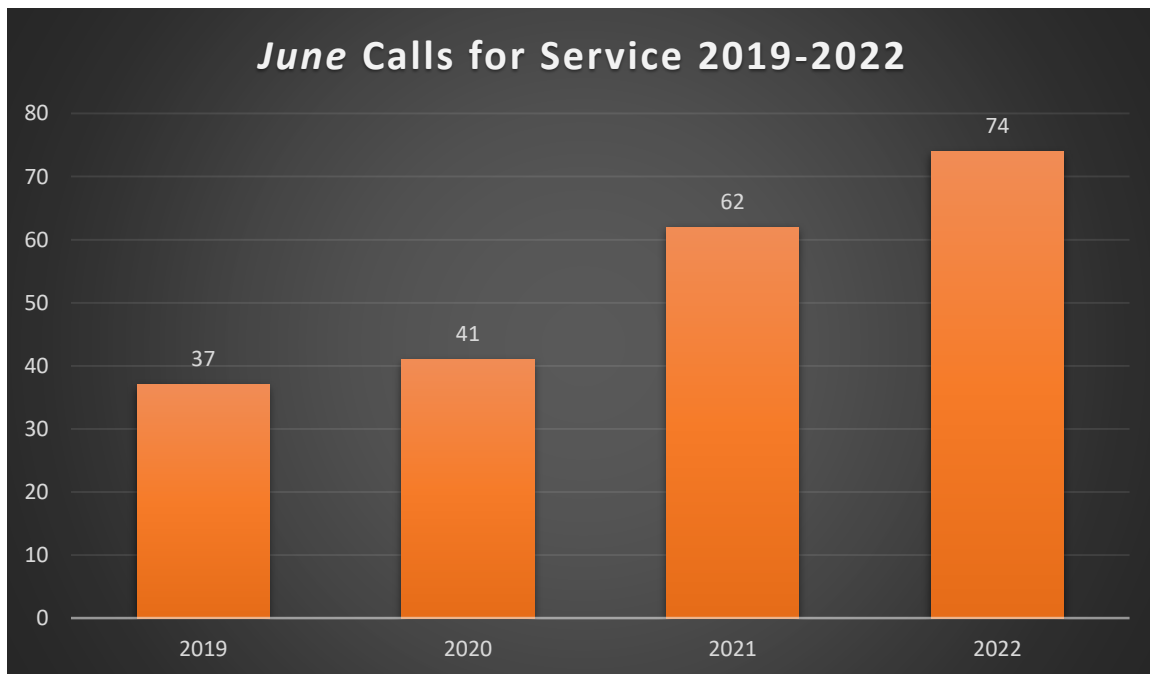
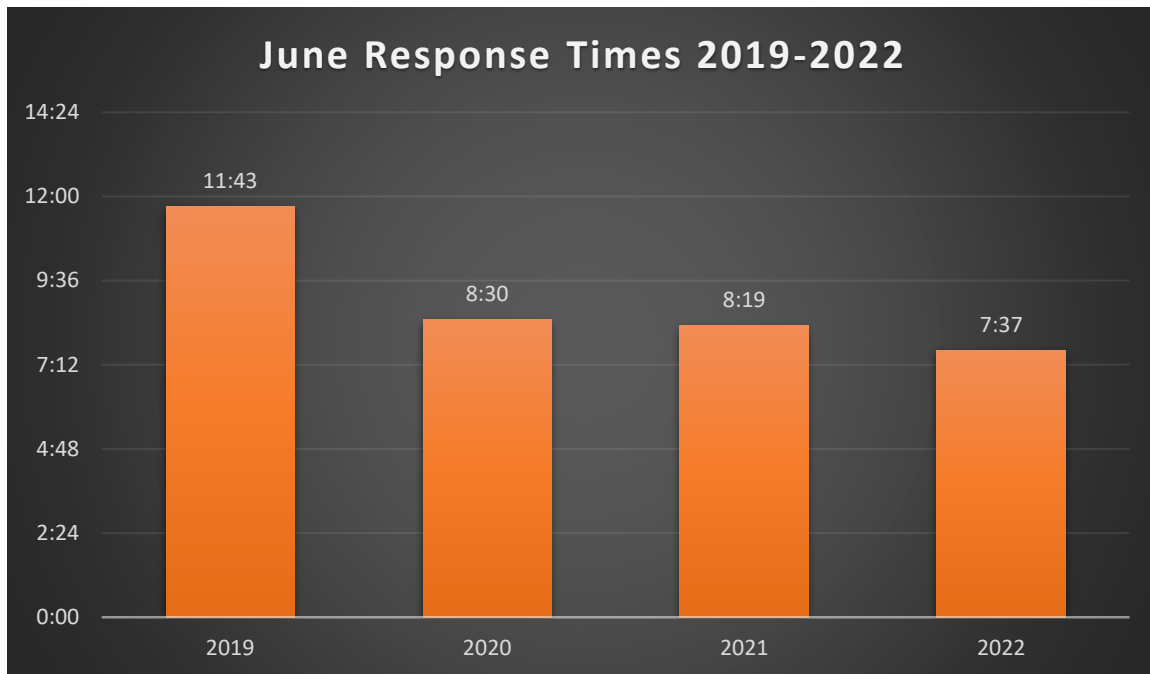
- SET IRON PIPE WITH CAP STAMPED "DELEO 40341"
- FOUND IRON MONUMENT
- ⊙ GOVERNMENT SECTION CORNER MONUMENT

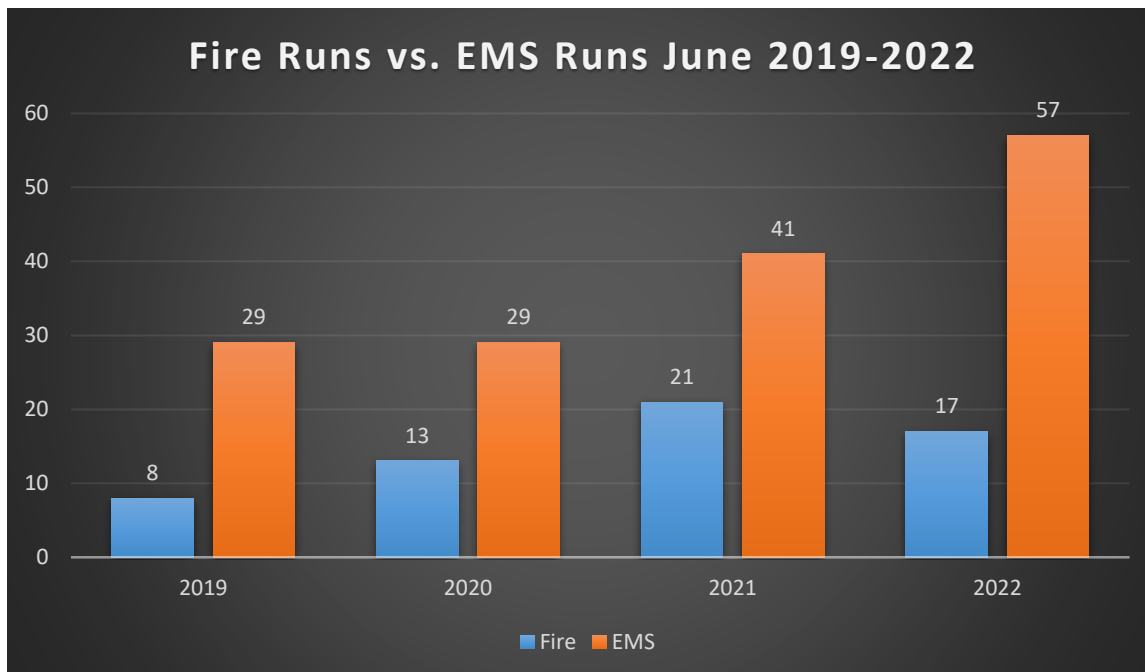
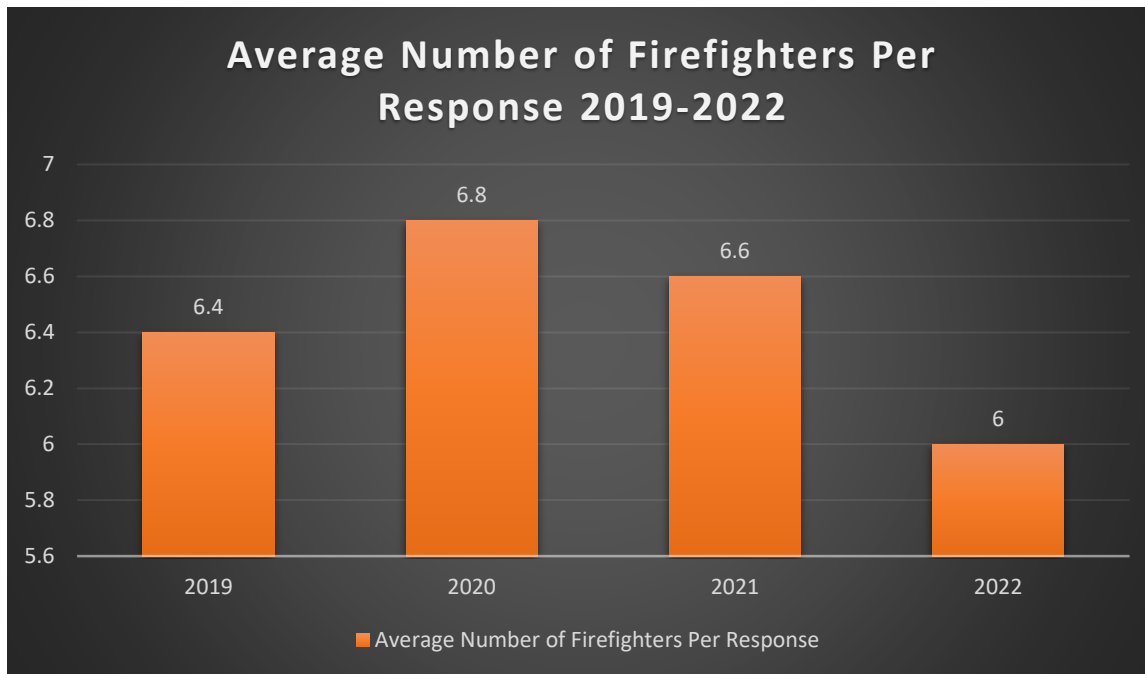
MONTHLY COMPARISON REPORT 2019-2022

Month of June

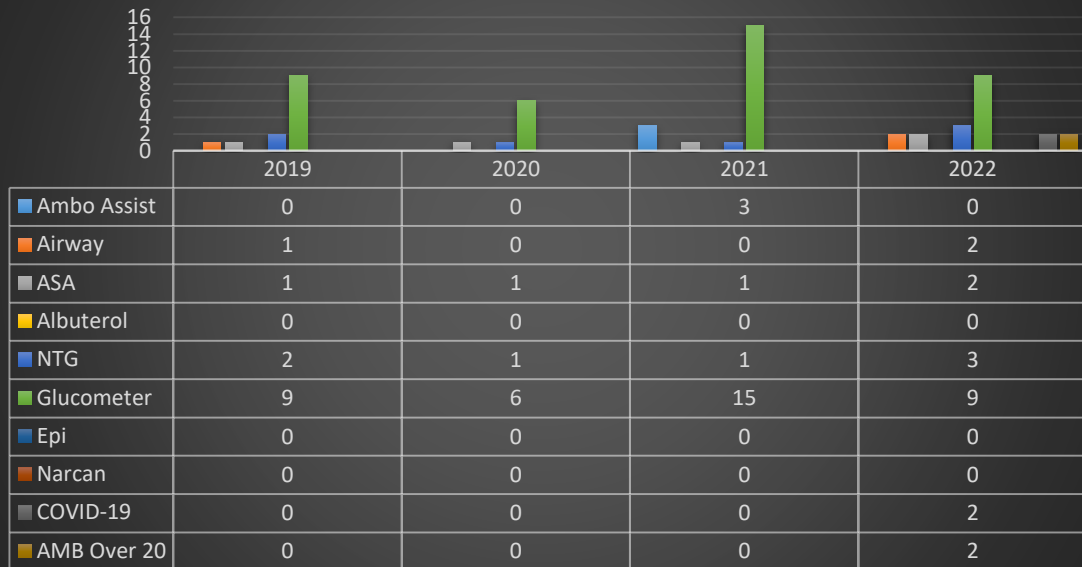


ST. FRANCIS
FIRE & RESCUE

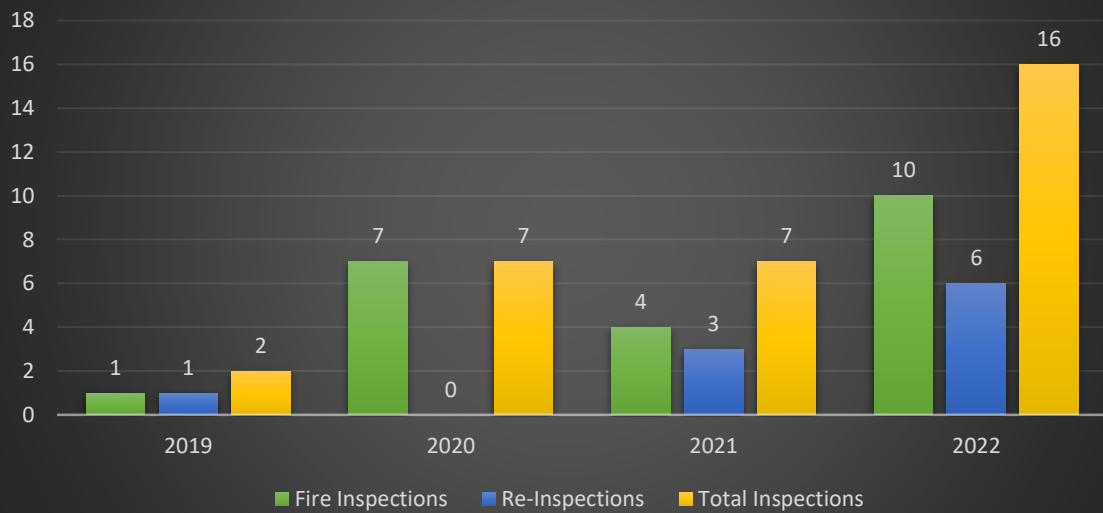




Variance Usage June 2019-2022



Fire Inspections June 2019-2022



Community Development

Quarterly Report of April - June 2022

Economic Development

Bridge Street Corridor:

- Staff continues to work on title and survey issues for the property located at 3731 Bridge. This site is a focus of housing infill that would support the city through residential units and economic growth in the Bridge St corridor to bring the walking traffic we desire. Staff has a developer on standby for this site.
- The Rum River Inn has new ownership and they are beginning to clean up the site. The City is hopeful this will set a new tone on Bridge.
- The Dental office was approved for an expansion project to increase patient seats.
- Staff has met with two commercial businesses on the 3518 Bridge site, but there remains hesitancy with the population in our primary market area to build on that site. This will improve as roof tops come in.

Hwy 47 Corridor:

- Vista Prairie Senior Housing has completed all of their land use steps and is anticipating releasing bids for construction in July.
- Patriot Parkway project became a project larger than staff capacity and we contracted with Streetar Consulting to help pull the pieces together. A timeline and cost estimate is completed and the City is working on an agreement with the Church for access to complete the steps.
- The corner on the south end of town continues to attract interest for commercial developers and Planning has spent several hours with technical assistance to guide on land use questions.
- Dollar General has received approvals but is updating the property line in collaboration with the owner and other potential development that is considering the property.

ST. Francis Economic Development Authority

The SFEDA did not hold any meetings in the second quarter of the year.

Housing Development

Staff continues to track platted properties and the overall inventory for development lots. In there are an estimated 38 lots remaining with water and sewer connections and 32 platted lots on private well and septic. As the City's inventory continues to deplete staff are carefully watching the creation of new lots. There is concern about our current inventory as the City needs the continued growth for commercial and infrastructure purposes. Of the remaining lots, here is the breakdown of those lots:

Water/Sewer platted lots, of the 38 lots:

- 4 are in Woodhaven 6th Manufactured Home Park
- 4 are commercial
- 30 single-family housing lots, however some are owned by the adjoining property and are not for sale

Rural Residential platted lots, of the 32 lots:

- 7 are in Sandy Lake which requires a road to be built and as of today there are no plans to build. This is a unique situation where a forty-acre parcel was Platted decades ago but still remains a single home.
- 3 are owned by adjoining property and are not for sale
- 22 single-family housing lots

The following have completed the land use process and pending the developer to complete the roads and infrastructure required for building.

- Turtle Ponds 4th = 13 water/sewer units
- Turtle Ponds 5th = 1 water/sewer unit
- Rivers Edge 6th = 21 water/sewer units

Potential developments in the Preliminary Plat process, pending Council approval.

- Brothers Development = 19 water/sewer units
- Turtle Ponds 6th = 11 water/sewer units
- Rivers Edge 7th = 29 water/sewer units
- Platinum Properties = 300 water/sewer units (41 SF, 72 detached TH, 82 attached TH, 105-unit apartment)

As we continue to work with developers on concept ideas, all of the development conversations are occurring in the urban area of the city. There are no developments in land use stages for the rural areas.

Rivers Edge Development –six phases have received final plat approval. This continues to be a successful development. Staff and the developer have been working with the DNR in regards to the 7th addition in hopes to update the preliminary plat this year. The new park is highly anticipated by the residents and the builders at this point.



Turtle Ponds, 4th and 5th additions– Final Plats were approved in March 2020 and this development has received extensions anticipating the parcels will be developed. The 5th addition is a single property however the 4th addition requires grading and roads before it can move forward. A new owner has taken over this development and is hopeful to build this summer.

Turtle Ponds 6th addition – this is a creative use of a parcel to include both a commercial and residential uses and build off the Turtle Ponds 4th development. The new owner of the 4th addition purchased this property and worked closely with staff to create a highest and best use of the property.

Brothers Development, off 235th – this was a concept brought to Council to create a development that keeps an existing home and creates new parcels. Council requested that the developer expand the size of the lots to 50' in which they have and are making their way to Preliminary Plat.

Platinum Properties, the NE corner of Ambassador and Hwy 47. This development is highly anticipated by the City however has challenges with the road at 241st and access along the Ambassador. They have completed the concept stage and to meet the requirements of the DNR and concept requesting to update the comprehensive plan. If Council approves the update, they will move forward to preliminary plat.

Building Department

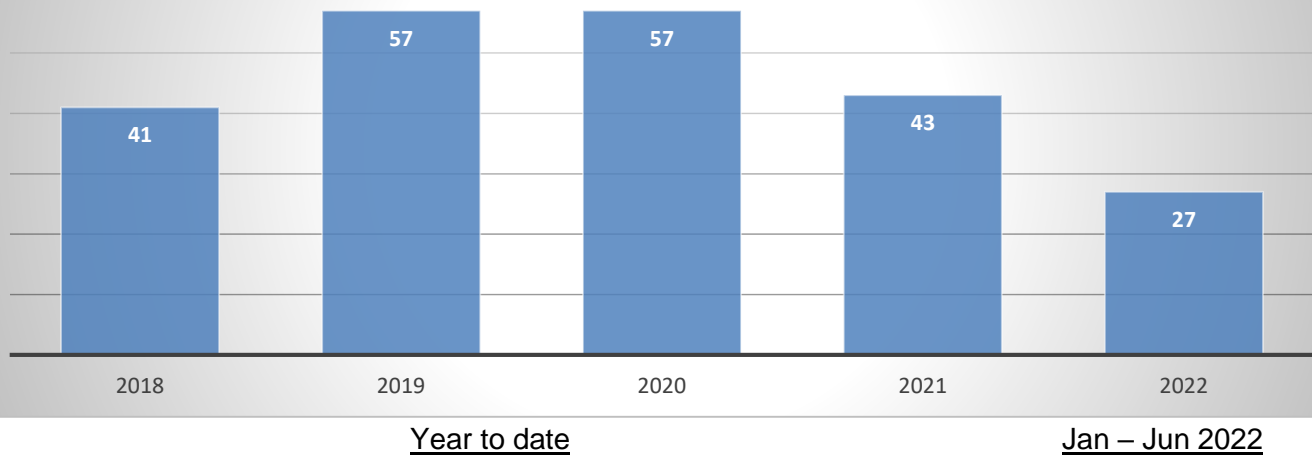
Permit totals remain high and the City has processed 318 permits to date.

In 2016 our total permit count for the year was 318 with the city hitting a peak in 2020 with 583 permits for year end. Total permits have exceeded 500 since 2019.

At quarter end, we are 67 permits over where we were last year.

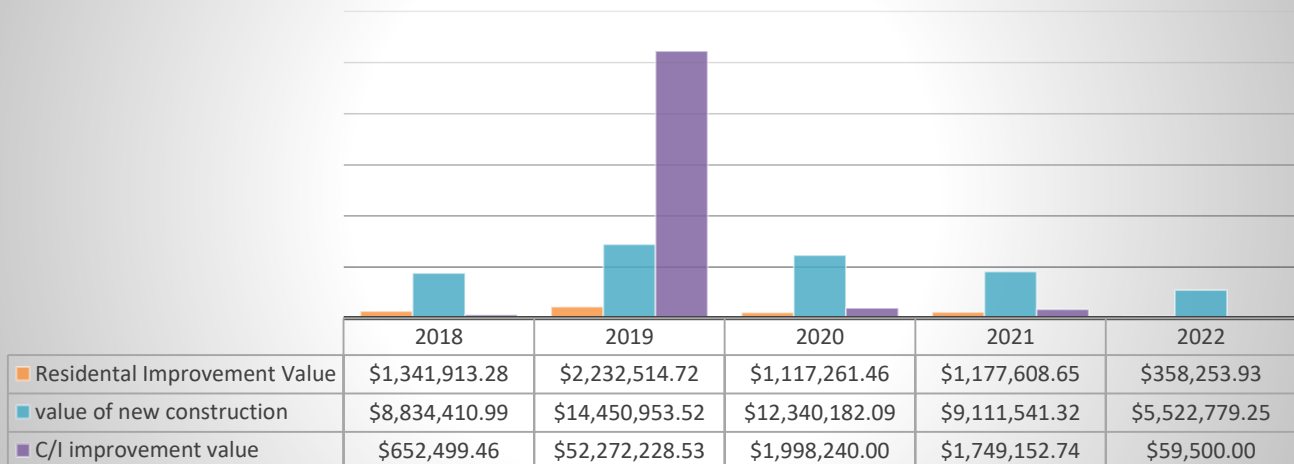
Below identifies the number of new permits for the quarter end compared to year end totals for the previous four years.

Residential New Construction Permits



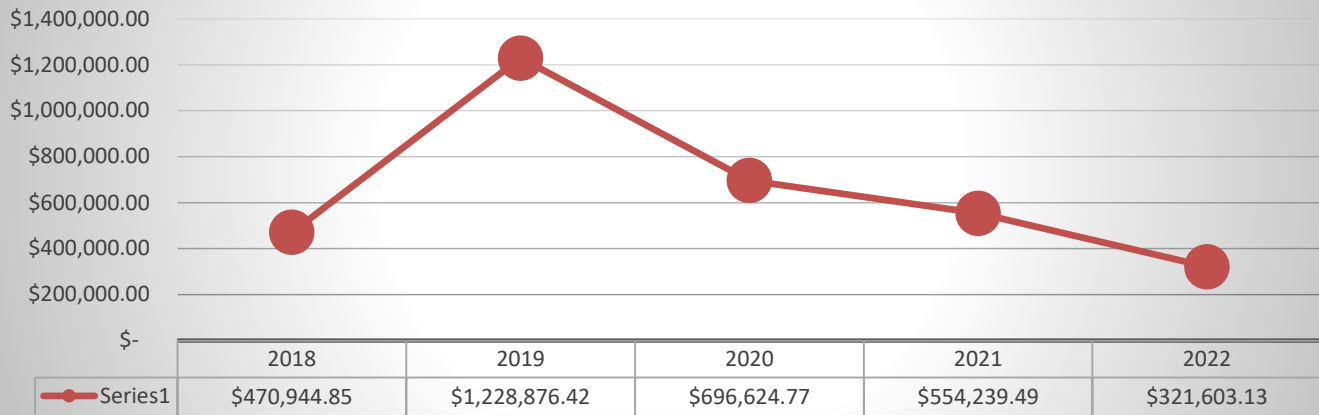
Permit value is an important indicator in regards to the overall investment in the city. It is important to maintain what is already in place to ensure housing and building stock continues to serve a need and adds value to the community.

Value of Improvements



Permit revenue is based on both counter permits (flat fee items such as fences, roofs, etc.) and projects that are based on a valuation schedule. All permit costs are identified in the City fee schedule. Fees are utilized to cover expenses of the permit process such as administration, inspections, engineering and planning if necessary. Additionally, Commercial and Septic permits are under contract with Metro West Inspections

Permit Revenue



Administration

- Siwek Park - has broken ground and started construction.
- Park Plan – the park plan final draft is completed and will be presented to Council. Using this plan staff has set an annual budget amount to move forward and begin addressing both existing and new park needs
- Hwy 47 – all of the data collection and stakeholder steps have been completed. Staff met with MnDOT and WSB engineers to discuss other potential options of the corridor. This included moving a round about to 227th, including a frontage road on the east side and a three-lane design on the north end. The designs are being drawn and then they will move forward with traffic testing and safety considerations.
- Acquisition of 23115 Ambassador for a City road expansion related to the redevelopment of bridge street properties. Staff is working to demolish the structure and anticipate it being down before the fall.

Code Enforcement

Code enforcement has been extremely busy and continues to be taxing on staff. Residents call in one to a list of properties they want the city to look into. The issues include vehicles and junk, tarps and sheds, long grass and furniture laying in the front yard.

Fifty-two properties were in active code enforcement so far this year. Five properties have been cited.

Planning Commission

The PC met all three months in the second quarter to discuss land use projects. The projects discussed included the site plan for Dollar General at 229th and Cree, a concept for a housing development along 235th, a variance request for street requirements and a grading IUP. The PC also reviewed a Turtle Ponds 6th addition concept which creatively used property for highest and best use.

Second Quarter Report 2022 St. Francis Police Department



Summer is in full swing and with the warmer temperatures, activity has picked up in the city. There was an overall increase in calls for service during the second quarter as well as an increase in traffic stops and citations issued. Several officers participated in multiple TZD events during the quarter focusing on seatbelt and impaired driving enforcement. Officers made 19 DWI arrests during the quarter and issued 108 citations with most being traffic related.

Community engagement also remains a top priority for the police department. The department hosted the 2nd annual Citizens Academy in April ending in May as well as the 6th annual Bike Rodeo in June. Department officers and staff also participated in security training for local churches and their congregations. The department looks forward to many more events throughout the remainder of the year.

When not working, testfying in court, or participating in community engagement events officers spend a lot of their time training. Officers completed 137 hours of continuing education during the quarter in areas including use of force, crime scene processing, and less lethal impact munitions certification. The police department recently implemented the use of less lethal impact munitions and all officers attended and successfully passed a qualification training course during the spring.

The department is made up of a group of dedicated professionals who will continue to serve the St. Francis Community with integrity, respect, courage, and trust.

SECOND QUARTER CALLS FOR SERVICE

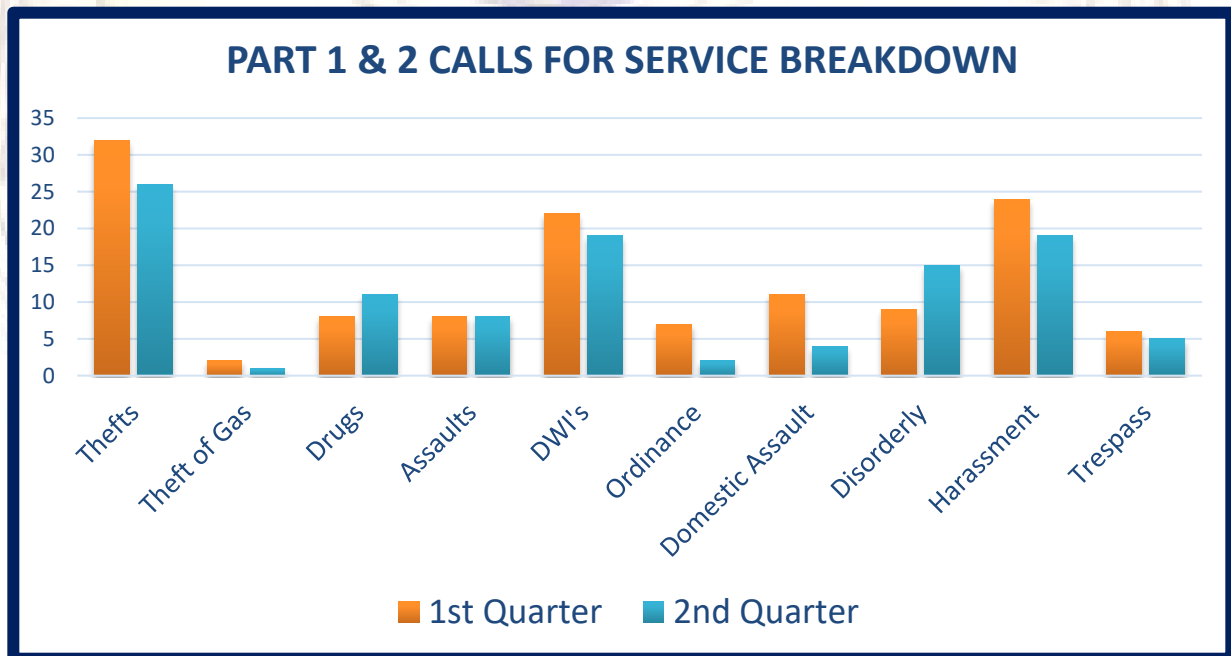
| <u>Offense Type</u> | <u>Description Examples</u> | <u>1st Quarter Number of Calls</u> | <u>2nd Quarter Number of Calls</u> |
|---|---|------------------------------------|---|
| Reportable Offenses | Theft, Fraud, Damage to Property, Burglary, DWI, Assaults, | 118 | 108 |
| Non-Reportable Offenses | Suspicious persons/activity, Vehicle lock outs, Animal complaints, Check welfare, Accidents, Alarms, Medical, Parking complaints, MV Complaints, Warrant arrests, Neighborhood disputes, Extra patrol requests. | 869 | 1108 |
| Traffic Stops | | 376 | 482 |
| Total Generated ICR's (Incident Crime Reports) | | 1363 | 1698 |
| Investigations | | 16 | 25 |
| Citations | | 73 | 108 |
| Gun Permits | | | 21 |



CALLS FOR SERVICE BREAK DOWN

PART 1 & 2 OFFENSES

| | 1 st Quarter | 2 nd Quarter |
|------------------|-------------------------|-------------------------|
| Thefts | 32 | 26 |
| Theft of Gas | 2 | 1 |
| Drugs | 8 | 11 |
| Assaults | 8 | 8 |
| DWIs | 22 | 19 |
| Ordinance | 7 | 2 |
| Domestic Assault | 11 | 4 |
| Disorderly | 9 | 15 |
| Harassment | 24 | 19 |
| Trespass | 6 | 5 |

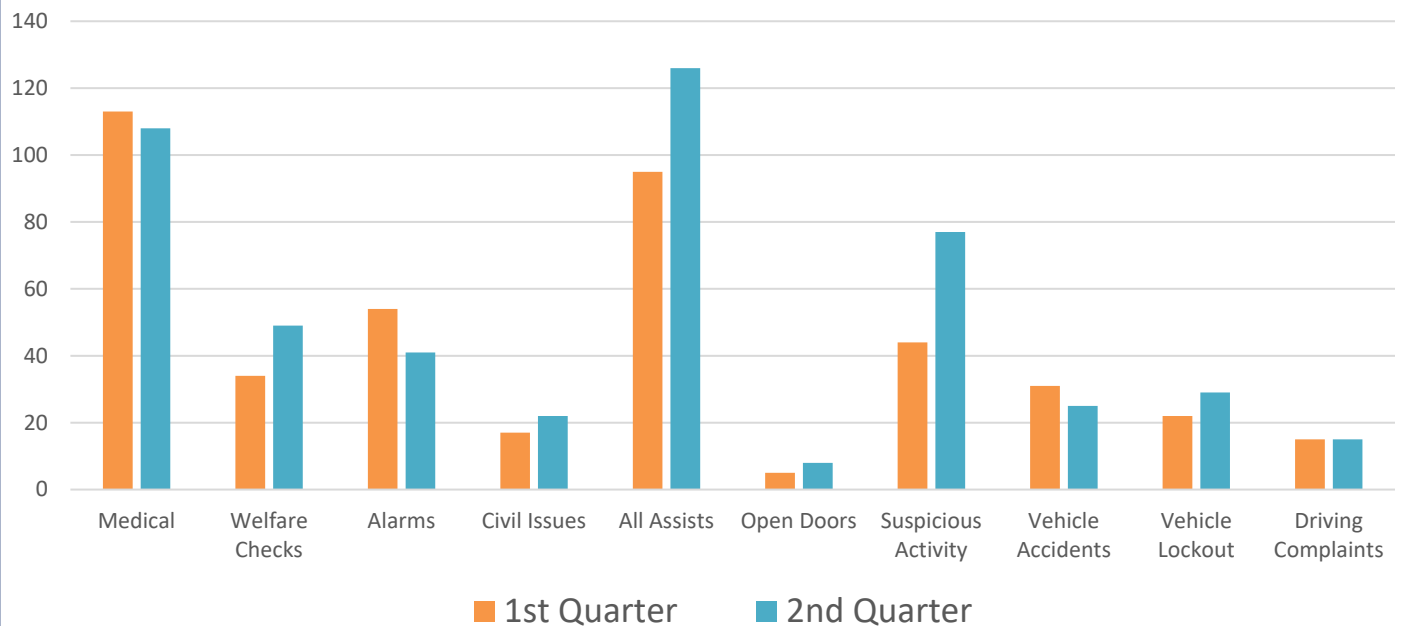


CALLS FOR SERVICE BREAK DOWN

PART 3, 4, & 5 OFFENSES

| | 1st Quarter | 2ND Quarter |
|---------------------|------------------------|-----------------------------------|
| Medical | 113 | 108 |
| Welfare Checks | 34 | 49 |
| Alarms | 54 | 41 |
| Civil Issues | 17 | 22 |
| All Assists | 95 | 126 |
| Open Door | 5 | 8 |
| Suspicious Activity | 44 | 77 |
| Vehicle Accidents | 31 | 25 |
| Vehicle Lockout | 22 | 29 |
| Driving Complaints | 15 | 15 |

PART 3, 4 & 5 CALLS FOR SERVICE BREAKDOWN



PRESCRIPTION DRUG DISPOSAL



The St. Francis Police Department is one of many sites that unused prescription drugs can be dropped off as part of the “Prescription Drug Take Back Program”. This gives community members an opportunity to bring unwanted or expired prescription medications to be disposed of

in a way that is safer for the environment. The department aims to provide a safe means of disposing of prescription drugs, while also educating the public about the potential for abuse of medications.

AMMUNITION DISPOSAL



The St. Francis Police Department also continues to accept unwanted ammunition from the public for disposal. Many residents have ammunition that they no longer wish to keep and are often unsure how to dispose of it. Sometimes people come into contact with ammunition while assisting a family member move or while just cleaning out the garage or basement. Whatever the case may be the police department can assist with the safe disposal of the unwanted ammunition. Hundreds of pounds of ammunition are collected every year from residents.

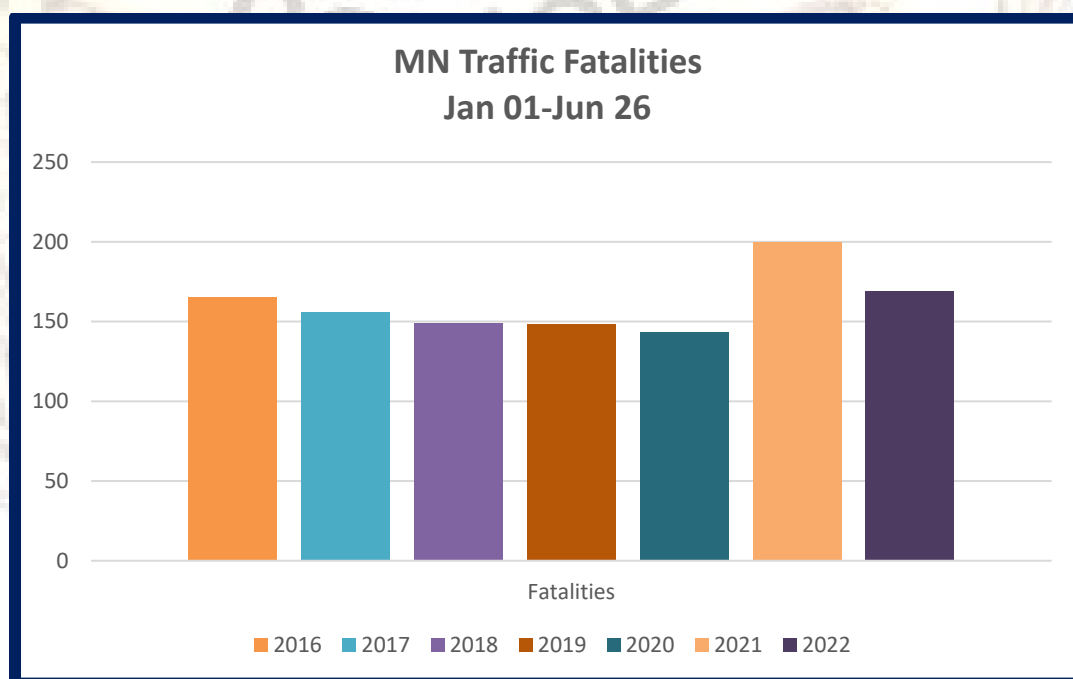


Minnesota TZD is the state's cornerstone traffic safety program that employs an interdisciplinary approach to reducing traffic crashes, injuries, and deaths on Minnesota roads. The program's vision is to reduce fatalities and serious injuries to zero.

The program is a partnership between the Minnesota Departments of Public Safety, Transportation, and Health; the University of Minnesota; and other stakeholders.

Weekly Traffic Fatality Update (Year-to-Date Counts through June 26th)

- In 2022 through June 26th, there were 169 traffic-related deaths on Minnesota roadways. This is 16 percent less than there were at this time last year (200), but higher than each of the previous five years; 18 percent more than in 2020 (143), 14 percent more than in 2019 (148), and 13 percent more than in 2018 (149).
- Speed-related deaths are 40 percent less than at this time last year, 4 percent more than in 2020, and 71 percent more than in 2019. Unbelted fatalities (39) are 13 percent lower than at this time last year (45), 8 percent more than in 2020 (36), and 50 percent higher than in 2019 (26).
- Distraction-related deaths (9) are the highest they have been since 2019 (18) and 50 percent more what they were in 2017 (6).



UPCOMING EVENTS-2022



JOIN THE CITY OF ST. FRANCIS

FOR A PARTY IN THE PARK!

TUESDAY AUGUST 2, 4PM -7:30PM

Police squad cars to explore & giveaways for kids

Fire trucks and water hoses to spray

Public Work trucks and give aways

Rock climbing wall-Army National Guard

Life Link helicopter landing

Reins of Love Horse Farm

Root Beer Floats-St. Francis Chamber

Hot dogs & Chips – Lions

Stock car viewing- Jessie and Shane Howell

**Face painting–St. Francis Ambassadors & Mary Jo
Narcum**

Kids Tattoos and Bake Sale-St. Francis Ambassadors

DJ and prizes

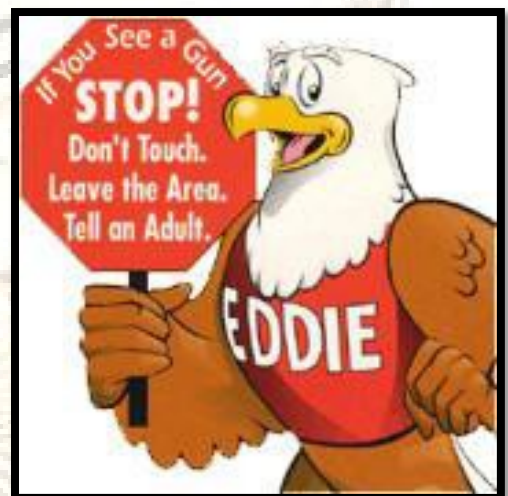
Food vendors



CONE WITH A COP
August 18 -4:30P.M - 6: 00P.M



Eddie Eagle
Date & Time
TBD



**STOP
BULLYING**

October 29

**Prescription Drug Take Back
Day St. Francis Police Department
10AM – 2PM**

Oct 12-Anti-bullying Day



**Santa at the PD
Date & Time
TBD**

SECOND QUARTER EVENTS

BIKE RODEO



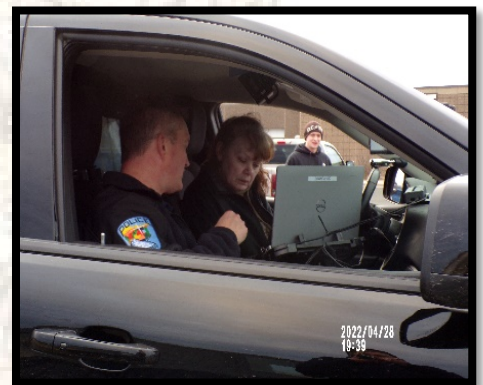
DAY CARE VISIT



SECURITY TRAINING FOR LOCAL CHURCHES



CITIZENS ACADEMY



LESS LETHAL IMPACT MUNITIONS TRAINING

The police department recently implemented the use of less lethal impact munitions as a means for controlling violent or potentially violent subjects. All officers attended and successfully passed a qualification training course during the spring. This tool combined with other control devices the department currently uses can assist officers in de-escalation of potentially violent confrontations and provide officers with alternatives to deadly force.

