



## CITY COUNCIL REGULAR MEETING

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

Monday, November 06, 2023 at 6:00 PM

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### AGENDA

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
2. **ROLL CALL**
3. **APPROVAL OF AGENDA**
4. **CONSENT AGENDA**
  - A. City Council Minutes - October 16, 2023
  - B. 2022 Street Rehabilitation Project – Final Payment
  - C. 2023 Street Rehabilitation Project – Pay Estimate No. 1
  - D. Embedded Systems Contract Renewal
  - E. Assessing Contract
  - F. Potential Change Orders (PCO) – City Hall / Fire Station Project
  - G. Surplus Property
    - Resolution 2023-62 Declaring Surplus Property and Authorizing the Disposal of said Property*
  - H. Rink Management Agreement
  - I. Tobacco License – Saint Francis Tobacco Inc
  - J. Arbitrage Monitoring-Ehlers
  - K. Geotechnical Services RFP
  - L. Payment of Claims
5. **MEETING OPEN TO THE PUBLIC**
6. **SPECIAL BUSINESS**
7. **PUBLIC HEARING**
  - A. Miscellaneous Special Assessments
    - Resolution 2023-63 Authorizing and directing certification of municipal utility services, maintenance of private property, administrative civil notice fees, and repair of leaks as a lien upon premises*
8. **OLD BUSINESS**
9. **NEW BUSINESS**
  - A. Ordinance Update – Fee Schedule, First Reading
    - Ordinance 324 - Amending section 2-9-1 of the city code regarding the fee schedule*
  - B. 2023 COLA
  - C. Administrative Captain Hybrid Position
  - D. City Hall Public Business Hours - Update
10. **MEETING OPEN TO THE PUBLIC**
11. **REPORTS**
12. **COUNCIL MEMBER REPORTS**
13. **UPCOMING EVENTS**
  - November 10 - City Offices Closed in observance of Veteran's Day
  - November 14 - URRWMO Meeting - 6:30 pm @ Oak Grove City Hall
  - November 15 - Planning Commission Meeting - 7:00 pm

November 18 - Recycling Event - 8:00 am - 12:00 pm

November 20 - City Council Meeting - 6:00 pm

November 23 - City Offices Closed in observance of Thanksgiving

November 24 - City Offices Closed in observance of Thanksgiving

**14. ADJOURNMENT**

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA

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

October 16, 2023

6:00 p.m.

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

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

**2. ROLL CALL**

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

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

**3. APPROVAL OF AGENDA**

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

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

**4. CONSENT AGENDA**

- A. City Council Minutes - October 2, 2023
- B. Update Assistant Bottle Shop Manager Position Profile
- C. Contingent Offer for Bottle Shop Manager
- D. State of Minnesota Grant Agreement
- E. Conditional Offer of Employment
- F. Resignation- Firefighter Lucas Phelps
- G. Resignation- Liquor Store Clerk, Kim Sweet
- H. Well # 3 Rehabilitation
- I. Elections – Tallying Write-In Votes  
Resolution 2023-49 for counting write-in votes for local elective office
- J. Stahl Construction – Pay Application No. 1 – Labor & Material
- K. Payment of Claims

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

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.  
 Nays: None  
 Motion carries: 5-0

**5. MEETING OPEN TO THE PUBLIC**

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

**6. SPECIAL BUSINESS – NONE**

**7. PUBLIC HEARINGS – NONE**

**8. OLD BUSINESS**

- A. Minnetonka Game & Fish Club Ordinance Amendment – 2nd Reading  
Ordinance 323 modifying section 10-65-02 Gun Club in the zoning code - Second Reading  
Resolution 2023-61 Authorizing the summary publication of ordinance 323, amending section 10-65-02 Gun Club in the zoning code  
 City Planner Richmond reviewed the Staff report in regard to the Minnetonka Game & Fish Club's requested ordinance amendments.

MOTION BY: BAUER SECOND: ROBINSON APPROVING ORDINANCE 323 MODIFYING SECTION 10-65-02 GUN CLUB IN THE ZONING CODE - SECOND READING.

A roll call vote was performed:

Mayor Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Udvig	aye
Councilmember Bauer	aye
Councilmember Kreklow	aye

Motion carried 5-0

MOTION BY: UDVIG SECOND: KREKLOW APPROVING RESOLUTION 2023-61 AUTHORIZING THE SUMMARY OF PUBLICATION OF ORDINANCE 323, AMENDING SECTION 10-65-02 GUN CLUB IN THE ZONING CODE.

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.  
 Nays: None  
 Motion carries: 5-0

**9. NEW BUSINESS**

- A. Nuisance Abatement - 23462 University Ave NW  
 Assistant City Attorney Schaps reviewed the Staff report concerning a potential nuisance abatement process at 23462 University Avenue. He discussed the

abatement process.

Robinson asked if this property is a rental property as the property owner's primary address is in Ramsey. Richmond stated that it is Staff's understanding that this is a rental property. She added that the homeowner is also being cited for renting this property without a rental license.

Robinson asked if the property owner and the tenant are both receiving notices. Richmond said yes.

Robinson shared that this is a very disappointing circumstance and he has driven by this property to see how truly terrible the state of the property is. He noted that he would like to move forward with this with the most impactful and least expensive process. He asked if they could bring in a prosecutor at this point. Schaps said yes; however, that could draw out the process.

Robinson asked if there has been any police action taken at this property. Police Chief Schwieger said yes.

Richmond explained the three options that are in front of the Council, which are to continue the citation process that Staff is currently doing, abating the property, or prosecution.

Kreklow asked about the size and scope of this and if it is acres of abandoned cars or just a massive amount of cars and junk on the property. Schaps stated that it is his understanding that it is just the amount of cars and junk.

Kreklow asked about violation #5 for business use of property. Richmond explained that this property is zoned rural residential so home occupations are allowed; however, the property owners would not be compliant with either a home occupation permit or a home extended business due to primary use of the home not seeming to be residential.

Kreklow asked what kind of business they are running. Richmond stated that it is Staff's understanding that they are running a scrap yard; however, this has not been proven.

Bauer noted that he is glad that this was sent certified mail so that Staff knows that the property owner signed for and accepted the letters. He noted that he would like there to be a face-to-face interaction before spending the time and money to abate this property.

Udvig asked about the RV on the property. Richmond explained that the RV is another item in the citation as they have not explicitly verified. She noted that in two of the police reports that have happened within the last year, the police have seen people coming and going from the RV as if they were living in it.

Udvig asked about the phone number that is on the sign and how the number calls. Richmond stated that the voicemail inbox is for a personal phone number line.

Udvig asked if voicemails have been left for this number. Richmond said yes.

Mayor Muehlbauer asked if the Code Compliance Officer found this or if it was a complaint from a neighbor. Richmond stated that it came to the Community Development Team from the Police Department. She noted that they have worked with some of the neighbors to allow Staff access to their properties for photos to be taken of the property, at which time the neighbors voiced a verbal complaint.

Mayor Muehlbauer shared that he is all for property rights; however, in this case it is different. He stated that he would like to address this sooner rather than later. He noted that he does have an issue with assuming this is a business with no proof from the occupants. He stated that he would like to see something done out here right away.

Schaps explained that they are currently asking the Council to approve providing a more formal notice and an abatement order to the property owner and the next step would then be for the Council to consider moving forward with the enforcement and abatement process. He noted that the property owner will still have time to respond and come into compliance.

Mayor Muehlbauer asked how long the property owner has to respond to appeal the abatement order. Schaps stated that if the Council approves the abatement order at the next Council meeting the property owner would have 20 days to appeal this.

Kreklow asked if they move forward with the potential abatement if there is a way to get the certified mail letter served by the Sheriff's Office. Schaps stated that they would have a third party courier deliver the letter and report back on who signed for the mail.

Robinson asked if law enforcement rather than a third party courier could deliver the letter. Schwieger stated that the Police Department can serve court subpoenas; however, it is typically done in their own jurisdiction.

Robinson asked if Code Enforcement could serve the letter. Schwieger stated that he would be open to a discussion around figuring out if that was possible.

The rest of the Council suggested sticking with the standard practice for delivering the letter.

Schaps stated that Staff is happy to work with this property owner.

MOTION BY: BAUER SECOND: KREKLOW TO DIRECT STAFF TO PROVIDE NOTICE TO THE PROPERTY OWNER AT 23462 UNIVERSITY AVENUE OF A NUISANCE FINDINGS OF FACT CONCLUSION AND ABATEMENT ORDER TO BE HEARD AND CONSIDERED BY THE CITY COUNCIL AT THEIR NOVEMBER 6, 2023 COUNCIL MEETING.

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

B. Hwy 47 Proposals for Regional and HSIP Funding

City Administrator Thunstrom reviewed the Staff report concerning the proposals for regional and HSIP funding for Highway 47.

Mayor Muehlbauer asked about the funding for the Ambassador roundabout since it is a County project and asked if the City still needs to figure out this project's funding. Thunstrom explained that they would be applying for these grants for all four intersections in the corridor. She noted that the HSIP funding would only apply to two of the corridors.

Mayor Muehlbauer asked if the southernmost roundabout is also considered a County project. Thunstrom said yes.

Bauer expressed his concerns with numbers in the packet, including charges from WSB for the tasks. Thunstrom explained that the first three tasks were approved with the contract last fall. She noted that they are now moving on to the fourth and fifth tasks and that they will be discussing this more during the work session. She stated that these fees are for the grant applications.

Bauer asked if there is any buy in from WSB to give a discount price if no grants are received. Thunstrom explained that this is just the risk of grant applications. She noted that the fees are for paying WSB's staff to write the grant applications. She added that there would be no discounts for WSB if the State does not award the grant.

Udvig stated that this has to be fixed with or without the grants as this is what the residents want. She added that they need to apply for these grants and pay WSB to write them if they want a chance to get them.

Kreklow shared that she had come forward to the Council not long ago asking for there to be a roundabout at Ambassador and Highway 47 as she lives in this area and has seen many accidents occur. She noted that this corridor is a crisis for the community.

Robinson agreed with the other Councilmembers that this project needs to be done and that the money needs to be spent if they want to have a chance with any grants. He asked how much has already been spent with WSB. Thunstrom stated

that MnDOT covered the first \$100,000 with all of the work that was done up to the corridors of commerce application. She noted that they have only spent \$2,900 out of pocket.

Robinson asked where the funding for the \$17,000 is coming from. Thunstrom shared that they can use street funds for this.

Robinson noted that the safety of the community is the priority.

Mayor Muehlbauer asked about the potential grant dollars that could be received. Thunstrom stated the maximum that could be received in HSIP funding is \$2,000,000 an intersection and the corridors of commerce was \$7,000,000. She added that there is still \$2,500,000 sitting in the pavement reconstruction fund and, due to delays, they have lost all excess funds at Pederson.

Mayor Muehlbauer agreed that something has to be done at these intersections and said that they need to trust the experts at MnDOT.

Bauer added that he would like WSB to include the support from this region in the legislature. He stated that he would like their representatives to get behind the City to get help to pay for this project.

Thunstrom explained that she has had extensive conversations with Anoka County who is currently discussing this with their transportation committee for cost sharing. She added that this will be discussed further at the next work session. She noted that they also need to look at how they will pay for the final design.

**MOTION BY: UDVIG SECOND: ROBINSON APPROVING THE PROPOSED SCOPE OF WORK FOR THE REGIONAL AND HSIP FUNDING APPLICATIONS.**

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

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

## **11. REPORTS**

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

Fire Chief Schmidt reviewed the Fire Department report for September, highlighting response times of an 8 minutes and 19 seconds average and added that it has not been determined if the increase in response times has to do with the location of the new facility. He noted that there was an increase in calls for the month for a total of 62 calls for service. He shared that the number of firefighters responding to each call was stable for the month with an average of 5.2 responding to each call. He stated that there were 9 fire calls and 53 EMS calls for the month. He noted that there were 4 ambulance response times over 20 minutes. He explained that he met with the ambulance supervisor for the area and shared that



15 new employees were hired last quarter while they lost 22 employees. He shared that there were 6 total fire inspections for the month with 5 inspections and 1 re-inspection.

Robinson asked how many trips have been made in and out of the gate and how things were going with that. Schmidt stated that the gate has produced some minor delays but they are getting settled in with this. He noted that they are watching their response times to see if this becomes problematic.

Robinson asked if they have used the heat in the new facility yet. Schmidt said yes and shared that everything seems to be working well at this facility.

Robinson asked for some information on the partnerships with Bethel and Nowthen. Schmidt stated that they are continuing to work through a proposal for Bethel and will be meeting with them again in November. He added that Nowthen is working on a one year contract extension.

Robinson asked if Bethel has started to see the amicable value in this partnership. Schmidt stated that Bethel is aware that they need a partner in this; however, the tension comes from the cost.

Mayor Muehlbauer noted that there were no COVID reports on the variance usage. Schmidt explained that they are no longer required to report the COVID calls that they respond to.

The Council thanked Schmidt for his report and for the hard work and flexibility from him and his staff.

#### B. Police Department - 3rd Quarter Report

Schwieger reviewed the Police Departments quarter three report. He noted that this quarter was busy with community events, including Cone with a Cop, National Night Out, the Stay Safe at Home program, and the Coffee with a Cop event. He thanked his staff for their involvement with these events. He highlighted that there was an increase in calls for service, both reportable and non-reportable. He noted that there was an increase in trespassing, disorderly offense, civil issues, and open vehicle and garage doors. He added that the number of offenses that were referred to investigations did decrease this quarter. He shared that the officers performed predatory offender compliance checks through the quarter. He explained that traffic enforcement continues to be a priority and 603 vehicles were stopped during the third quarter. He discussed the Towards Zero Deaths initiative, which included speed, DWI, Move Over Law, and seatbelt enforcement waves. He noted that State-wide fatalities are down as compared to last year at this time. He discussed the upcoming events for the Police Department. He shared that St. Francis was named the 19th safest city in Minnesota.

The Council thanked Schmidt and his staff for their work and community

involvement.

## **12. COUNCIL MEMBER REPORTS**

Kreklow shared that she met with all of the department heads which was very helpful for her to understand what they all do. She stated that she is looking forward to continuing to learn more.

Mayor Muehlbauer shared that he attended the Bethel Fire Department meeting and that that did not make as much progress as he would have hoped to.

Public Works Director Carpenter shared that they will be having the Trick or Treat event on the 24th and that they hope to have a lot of children and families come out to the event. He noted that it should be a very fun event.

## **13. UPCOMING EVENTS**

October 17 - City Council Work Session - 5:00 p.m.

October 23-27 - Street Sweeping

October 24 - Public Works Trick or Treat Event - 5:00 p.m.

## **14. ADJOURNMENT**

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

Ayes: Bauer, Kreklow, Udvig, Robinson, and Mayor Muehlbauer.

Nays: None

Motion carries: 5-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 7:18 p.m.

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Jennifer Wida, City Clerk



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Craig Jochum  
**SUBJECT:** 2022 Street Rehabilitation Project – Final Payment  
**DATE:** November 6, 2023

**OVERVIEW:**

Attached is the Final Payment Form for the 2022 Street Rehabilitation Project. The contractor has submitted the required IC-134 documentation and the Consent of Surety. This final payment includes payment for all the work items completed for this project and releases the retainage. The recommended final payment is \$6,414.18. The final contract amount is \$320,709.24. The original contract amount was \$356,206.65. The payment is summarized by funding source below.

**ACTION TO BE CONSIDERED:**

Consider approval of the final payment for the 2022 Street Rehabilitation Project.

**BUDGET IMPLICATION:**

Roanoke Street is on the City’s Municipal State Aid system therefore the street improvements for this street can be paid for with Municipal State Aid funds. 239<sup>th</sup> Avenue and Xavis Street are being paid with local funding. The funds discussed above are available and appropriate for this project. The cost breakdown per funding source for this pay estimate is as follows:\

Description	Funding Source	
	St. Francis State Aid	Local Funding
	Roanoke Street	239 <sup>th</sup> Avenue and Xavis Street
Work Completed to Date	\$75,640.85	\$245,068.39
Less Previous Payments	\$74,128.03	\$240,167.03
Recommended Payment	\$1,512.82	\$4,901.36

Attachments:

- Final Pay Application

<b>Contractor's Application for Payment No.</b>		<b>FINAL</b>
<b>To (Owner):</b> City of St. Francis	<b>Application Period:</b> Through August 2023	<b>Application Date:</b> August 22, 2023
<b>Project:</b> 2022 Street Rehabilitation Project	<b>From (Contractor):</b> OMG Midwest Inc. dba Minnesota Paving & Materials	<b>Via (Engineer):</b> Hakanson Anderson

**Application For Payment  
Change Order Summary**

Approved Change Orders Number	Additions	Deductions
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGE BY CHANGE ORDERS</b>		<b>\$0.00</b>

1. ORIGINAL CONTRACT PRICE.....	\$ 356,206.65
2. Net change by Change Orders.....	\$ 0.00
3. Current Contract Price (Line 1 ± 2).....	\$ 356,206.65
4. TOTAL COMPLETED AND STORED TO DATE	\$ 320,709.24
5. RETAINAGE:	\$
a. 0%   X   Work Completed.....	\$ 0.00
b. 0%   X   Stored Material.....	\$ 0.00
c. Total Retainage (Line 5.a + Line 5.b).....	\$ 0.00
6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....	\$ 320,709.24
7. LESS PREVIOUS PAYMENTS.....	\$ 314,295.06
8. AMOUNT DUE THIS APPLICATION.....	\$ 6,414.18

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**

By:

Date:

**ENGINEER: HAKANSON ANDERSON**

Certification: We recommend payment for work and quantities shown

   
 (Engineer) Date

**OWNER: CITY OF ST. FRANCIS**

Date

(Owner)

**FINAL PAYMENT**  
**City of St. Francis**  
**2022 Street Rehabilitation Project**

Bid Schedule 'A' Roanoke Street: S.A.P. 235-105-001

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.24	LUMP SUM	\$ 19,791.50	\$ 4,749.96	0.24	\$ 4,749.96
2	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	50	LIN FT	\$ 4.50	\$ 225.00	50	\$ 225.00
3	AGGREGATE BASE CLASS 2	110	TON	\$ 56.00	\$ 6,160.00	120	\$ 6,720.00
4	AGGREGATE BASE CLASS 5	5	TON	\$ 37.50	\$ 187.50	0	\$ -
5	MILL BITUMINOUS SURFACE	190	SQ YD	\$ 14.00	\$ 2,660.00	190	\$ 2,660.00
6	BITUMINOUS MATERIAL FOR TACK COAT	530	GALLONS	\$ 1.80	\$ 954.00	622	\$ 1,119.60
7	TYPE SP 9.5 WEARING COURSE MIXTURE (2:B) 3.0" THICK	90	SQ YD	\$ 30.00	\$ 2,700.00	43	\$ 1,290.00
8	TYPE SP 4.75 BITUMINOUS MIXTURE FOR TIGHT BLADE LEVELING	40	TON	\$ 171.50	\$ 6,860.00	37.83	\$ 6,487.85
9	TYPE SP 9.5 WEARING COURSE MIXTURE (2:B)	750	TON	\$ 76.25	\$ 57,187.50	633.87	\$ 48,332.59
10	MAIL BOX	8	EACH	\$ 200.50	\$ 1,604.00	0	\$ -
11	TRAFFIC CONTROL SUPERVISOR	0.24	LUMP SUM	\$ 3,031.00	\$ 727.44	0.24	\$ 727.44
12	TRAFFIC CONTROL	0.24	LUMP SUM	\$ 1,955.50	\$ 469.32	0.24	\$ 469.32
13	SEDIMENT CONTROL LOG TYPE STRAW	100	LIN FT	\$ 3.80	\$ 380.00	50	\$ 190.00
14	LOAM TOPSOIL BORROW	30	CU YD	\$ 57.00	\$ 1,710.00	32.8	\$ 1,869.60
15	WATER	12	MGAL	\$ 50.00	\$ 600.00	12	\$ 600.00
16	SITE RESTORATION	150	SQ YD	\$ 2.85	\$ 427.50	70	\$ 199.50
<b>Total Bid Schedule 'A'</b>							<b>\$ 75,640.85</b>

Agenda Item # 4B.

**FINAL PAYMENT**  
**City of St. Francis**  
**2022 Street Rehabilitation Project**

Bid Schedule 'B' 239th Avenue and Xavis Street: Local Funding

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
17	MOBILIZATION	0.76	LUMP SUM	\$ 19,791.50	\$ 15,041.54	0.76	\$ 15,041.54
18	SAWING CONCRETE PAVEMENT - FULL DEPTH	45	LIN FT	\$ 8.50	\$ 382.50	45	\$ 382.50
19	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	150	LIN FT	\$ 4.50	\$ 675.00	150	\$ 675.00
20	REMOVE BITUMINOUS PAVEMENT	90	SQ YD	\$ 15.50	\$ 1,395.00	90	\$ 1,395.00
21	REMOVE CONCRETE PAVEMENT	20	SQ YD	\$ 35.00	\$ 700.00	20	\$ 700.00
22	CONSTRUCT DRAINAGE DITCH	334	LIN FT	\$ 13.50	\$ 4,509.00	334	\$ 4,509.00
23	SUBGRADE PREPARATION	37	ROAD STATION	\$ 172.50	\$ 6,382.50	37	\$ 6,382.50
24	AGGREGATE BASE CLASS 2	195	TON	\$ 56.00	\$ 10,920.00	156.89	\$ 8,785.84
25	AGGREGATE BASE CLASS 5	192	TON	\$ 37.50	\$ 7,200.00	0	\$ -
26	FULL DEPTH RECLAMATION	10,545	SQ YD	\$ 1.20	\$ 12,654.00	10,545	\$ 12,654.00
27	MILL BITUMINOUS SURFACE	35	SQ YD	\$ 14.00	\$ 490.00	35	\$ 490.00
28	BITUMINOUS MATERIAL FOR TACK COAT	523	GALLONS	\$ 1.80	\$ 941.40	742	\$ 1,335.60
29	TYPE SP 9.5 WEARING COURSE MIXTURE (2:B) 3.0" THICK	169	SQ YD	\$ 30.00	\$ 5,070.00	164	\$ 4,920.00
30	TYPE SP 9.5 WEARING COURSE MIXTURE (2:B)	973	TON	\$ 76.25	\$ 74,191.25	935.22	\$ 71,310.53
31	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2:B)	1,297	TON	\$ 75.50	\$ 97,923.50	1,221.14	\$ 92,196.07
32	6" CONCRETE DRIVEWAY PAVEMENT	20	SQ YD	\$ 175.50	\$ 3,510.00	19	\$ 3,334.50
33	MAIL BOX	18	EACH	\$ 200.50	\$ 3,609.00	17	\$ 3,408.50
34	TRAFFIC CONTROL SUPERVISOR	0.76	LUMP SUM	\$ 3,031.00	\$ 2,303.56	0.76	\$ 2,303.56
35	TRAFFIC CONTROL	0.76	LUMP SUM	\$ 1,955.50	\$ 1,486.18	0.76	\$ 1,486.18
36	SEDIMENT CONTROL LOG TYPE STRAW	200	LIN FT	\$ 3.80	\$ 760.00	150	\$ 570.00
37	LOAM TOPSOIL BORROW	100	CU YD	\$ 57.00	\$ 5,700.00	103.51	\$ 5,900.07
38	WATER	50	MGAL	\$ 50.00	\$ 2,500.00	50	\$ 2,500.00
39	SITE RESTORATION	3,600	SQ YD	\$ 2.85	\$ 10,260.00	1,680	\$ 4,788.00
<b>Total Bid Schedule 'B'</b>							<b>\$ 245,068.39</b>

**Bid Schedule 'A' Roanoke Street: S.A.P. 235-105-001**  
**Bid Schedule 'B' 239th Avenue and Xavis Street: Local Funding**  
**TOTAL**

**\$75,640.85**  
**\$245,068.39**  
**\$320,709.24**

Agenda Item # 4B.
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# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Craig Jochum, City Engineer  
**SUBJECT:** 2023 Street Rehabilitation Project – Pay Estimate No. 1  
**DATE:** November 6, 2023

**OVERVIEW:**

Attached is Pay Estimate No. 1 for the 2023 Street Rehabilitation Project. This project included overlays on Fox Street, 232<sup>nd</sup> Avenue, and 233<sup>rd</sup> Avenue from Highway 47 to Pederson Drive and Cree Street in front of City Hall. This pay estimate includes payment for all of the work items completed to date less a 5 percent retainage. The original contract amount of this project was \$266,415.91. This estimate recommends payment of \$249,391.49. The payment is summarized by funding source below.

**ACTION TO BE CONSIDERED:**

Consider approval of Pay Estimate No. 1 for the 2023 Street Rehabilitation Project.

**BUDGET IMPLICATION:**

Fox Street, 232<sup>nd</sup> Avenue, and 233<sup>rd</sup> Avenue are on the City’s Municipal State Aid System therefore costs for these streets are eligible for reimbursement from the City’s Municipal State Aid account. All costs associated with Cree Street will be financed with local city funds.

The funds discussed above are available and appropriate for this project. The cost breakdown per funding source for this pay estimate is as follows:

Description	Funding Source	
	St. Francis State Aid	Local Funding
	Fox Street, 232 <sup>nd</sup> Avenue, and 233 <sup>rd</sup> Avenue	Cree Street
Work Completed to Date	\$236,819.37	\$25,697.99
Less 5% Retainage	\$11,840.97	\$1,284.90
Recommended Payment	\$224,978.40	\$24,413.09

Attachments:

- Pay Estimate No. 1

**Contractor's Application for Payment No.**

**1**

<b>To (Owner):</b> City of St. Francis	<b>Application Period:</b> October 30, 2023	<b>Application Date:</b> October 31, 2023
<b>Project:</b> 2023 Street Rehabilitation Project	<b>From (Contractor):</b> Park Construction Company	<b>Via (Engineer):</b> Hakanson Anderson

**Application For Payment  
Change Order Summary**

Approved Change Orders		
Number	Additions	Deductions
<b>TOTALS</b>	\$0.00	\$0.00
<b>NET CHANGE BY CHANGE ORDERS</b>	<b>\$0.00</b>	

<b>1. ORIGINAL CONTRACT PRICE.....</b>	<b>\$ 266,415.91</b>
<b>2. Net change by Change Orders.....</b>	<b>\$ 0.00</b>
<b>3. Current Contract Price (Line 1 ± 2).....</b>	<b>\$ 266,415.91</b>
<b>4. TOTAL COMPLETED AND STORED TO DATE</b>	<b>\$ 262,517.36</b>
<b>5. RETAINAGE:</b>	<b>\$</b>
a. 5%       X       Work Completed.....	<b>\$ 13,125.87</b>
b. 0%       X       Stored Material.....	<b>\$ 0.00</b>
c. Total Retainage (Line 5.a + Line 5.b).....	<b>\$ 13,125.87</b>
<b>6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5.c).....</b>	<b>\$ 249,391.49</b>
<b>7. LESS PREVIOUS PAYMENTS.....</b>	<b>\$</b>
<b>8. AMOUNT DUE THIS APPLICATION.....</b>	<b>\$ 249,391.49</b>

**Contractor's Certification**

The undersigned Contractor certifies, to the best of its knowledge, the following:

(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;

(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all Liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such Liens, security interest, or encumbrances); and

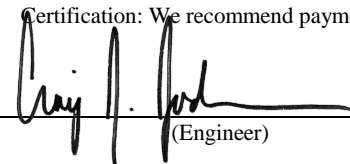
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

**Contractor Signature**

By: <b>Don Hall</b> <small>Digitally signed by Don Hall DN: C=US, E=donhall@parkconstructionco.com, O=Park Construction Company, CN=Don Hall Date: 2023.11.01 10:05:17-05'00'</small>	Date: <b>11/01/23</b>
--	-----------------------

**ENGINEER: HAKANSON ANDERSON**

Certification: We recommend payment for work and quantites shown.

  
\_\_\_\_\_  
(Engineer)

10/31/2023  
\_\_\_\_\_  
Date

**OWNER: CITY OF ST. FRANCIS**

\_\_\_\_\_  
(Owner)

\_\_\_\_\_  
Date



**PAY ESTIMATE #1  
City of St. Francis  
2023 Street Rehabilitation Project**

**Bid Schedule 'A': SAP 235-101-002 - 233rd Avenue**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.45	LUMP SUM	\$ 33,700.00	\$ 15,165.00	0.45	\$ 15,165.00
2	SALVAGE CASTING	2	EACH	\$ 239.00	\$ 478.00	2	\$ 478.00
3	SAWING CONCRETE PAVEMENT - FULL DEPTH	13	LIN FT	\$ 8.00	\$ 104.00	13	\$ 104.00
4	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	354	LIN FT	\$ 4.00	\$ 1,416.00	363	\$ 1,452.00
5	REMOVE CURB AND GUTTER	285	LIN FT	\$ 10.70	\$ 3,049.50	300	\$ 3,210.00
6	REMOVE CONCRETE PAVEMENT	20	SQ YD	\$ 53.60	\$ 1,072.00	20	\$ 1,072.00
7	REMOVE BITUMINOUS PAVEMENT	251	SQ YD	\$ 11.60	\$ 2,911.60	284.8	\$ 3,303.68
8	AGGREGATE BASE CLASS 5	85	TON	\$ 42.00	\$ 3,570.00	15.69	\$ 658.98
9	MILL BITUMINOUS SURFACE	200	SQ YD	\$ 5.95	\$ 1,190.00	200	\$ 1,190.00
10	MILL BITUMINOUS SURFACE (SPECIAL)	781	SQ YD	\$ 2.85	\$ 2,225.85	781	\$ 2,225.85
11	BITUMINOUS MATERIAL FOR TACK COAT	224	GALLONS	\$ 2.40	\$ 537.60	200	\$ 480.00
12	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	125	SQ YD	\$ 40.30	\$ 5,037.50	159.4	\$ 6,423.82
13	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	63	SQ YD	\$ 40.80	\$ 2,570.40	81.2	\$ 3,312.96
14	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	264	TON	\$ 79.80	\$ 21,067.20	264	\$ 21,067.20
15	ADJUST VALVE BOX - WATER	4	EACH	\$ 58.90	\$ 235.60	5	\$ 294.50
16	INSTALL CASTING	2	EACH	\$ 538.00	\$ 1,076.00	3	\$ 1,614.00
20	GROUT CATCH BASIN OR MANHOLE	5	EACH	\$ 178.00	\$ 890.00	5	\$ 890.00
21	6" CONCRETE WALK	810	SQ FT	\$ 21.00	\$ 17,010.00	704.25	\$ 14,789.25
22	CONCRETE CURB AND GUTTER DESIGN SPECIAL	300	LIN FT	\$ 43.40	\$ 13,020.00	369.5	\$ 16,036.30
23	TRUNCATED DOMES	180	SQ FT	\$ 65.10	\$ 11,718.00	173	\$ 11,262.30
24	TRAFFIC CONTROL SUPERVISOR	0.45	LUMP SUM	\$ 0.01	\$ 0.00	0.45	\$ 0.00
25	TRAFFIC CONTROL	0.45	LUMP SUM	\$ 3,640.00	\$ 1,638.00	0.45	\$ 1,638.00
26	SIGN PANELS TYPE C	4	SQ FT	\$ 98.80	\$ 395.20	4	\$ 395.20
27	EROSION CONTROL SUPERVISOR	0.45	LUMP SUM	\$ 116.00	\$ 52.20	0.45	\$ 52.20
28	SEDIMENT CONTROL LOG TYPE COMPOST	285	LIN FT	\$ 2.85	\$ 812.25	50	\$ 142.50
29	COMMON TOPSOIL BORROW	20	CU YD	\$ 126.00	\$ 2,520.00	4	\$ 504.00
30	RESTORATION	330	SQ YD	\$ 12.00	\$ 3,960.00	330	\$ 3,960.00
31	4" SOLID LINE MULTI-COMPONENT	50	LIN FT	\$ 3.70	\$ 185.00	52	\$ 192.40

**PAY ESTIMATE #1  
City of St. Francis  
2023 Street Rehabilitation Project**

**Bid Schedule 'A': SAP 235-101-002 - 233rd Avenue (CONTINUED)**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
32	4" DOUBLE SOLID LINE MULTI-COMPONENT	205	LIN FT	\$ 7.40	\$ 1,517.00	194	\$ 1,435.60
33	24" SOLID LINE MULTI-COMPONENT	26	LIN FT	\$ 11.10	\$ 288.60	39.5	\$ 438.45
34	PAVEMENT MESSAGE MULTI-COMPONENT	41	SQ FT	\$ 14.80	\$ 606.80	41	\$ 606.80
35	CROSSWALK MULTI-COMPONENT	252	SQ FT	\$ 9.50	\$ 2,394.00	252	\$ 2,394.00
<b>Total Bid Schedule 'A': SAP 235-101-002 - 233rd Avenue</b>					<b>\$ 118,713.30</b>		<b>\$ 116,788.99</b>

**Bid Schedule 'B': 235-138-001 - Fox Street**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.18	LUMP SUM	\$ 33,700.00	\$ 6,066.00	0.18	\$ 6,066.00
2	SALVAGE CASTING	3	EACH	\$ 239.00	\$ 717.00	3	\$ 717.00
4	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	84	LIN FT	\$ 4.00	\$ 336.00	84	\$ 336.00
5	REMOVE CURB AND GUTTER	80	LIN FT	\$ 10.70	\$ 856.00	80	\$ 856.00
7	REMOVE BITUMINOUS PAVEMENT	18	SQ YD	\$ 11.60	\$ 208.80	18	\$ 208.80
9	MILL BITUMINOUS SURFACE	64	SQ YD	\$ 5.95	\$ 380.80	64	\$ 380.80
10	MILL BITUMINOUS SURFACE (SPECIAL)	1232	SQ YD	\$ 2.85	\$ 3,511.20	1,232	\$ 3,511.20
11	BITUMINOUS MATERIAL FOR TACK COAT	241	GALLONS	\$ 2.40	\$ 578.40	200	\$ 480.00
13	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	18	SQ YD	\$ 40.80	\$ 734.40	12.1	\$ 493.68
14	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	285	TON	\$ 79.80	\$ 22,743.00	285	\$ 22,743.00
15	ADJUST VALVE BOX - WATER	1	EACH	\$ 58.90	\$ 58.90	1	\$ 58.90
16	INSTALL CASTING	3	EACH	\$ 538.00	\$ 1,614.00	3	\$ 1,614.00
17	ADJUST FRAME AND RING CASTING	4	EACH	\$ 248.00	\$ 992.00	4	\$ 992.00
20	GROUT CATCH BASIN OR MANHOLE	7	EACH	\$ 178.00	\$ 1,246.00	7	\$ 1,246.00
22	CONCRETE CURB AND GUTTER DESIGN SPECIAL	100	LIN FT	\$ 43.40	\$ 4,340.00	38	\$ 1,649.20
24	TRAFFIC CONTROL SUPERVISOR	0.18	LUMP SUM	\$ 0.01	\$ 0.00	0.18	\$ 0.00
25	TRAFFIC CONTROL	0.18	LUMP SUM	\$ 3,640.00	\$ 655.20	0.18	\$ 655.20
26	SIGN PANELS TYPE C	12	SQ FT	\$ 98.80	\$ 1,185.60	12	\$ 1,185.60
27	EROSION CONTROL SUPERVISOR	0.18	LUMP SUM	\$ 116.00	\$ 20.88	0.18	\$ 20.88
28	SEDIMENT CONTROL LOG TYPE COMPOST	80	LIN FT	\$ 2.85	\$ 228.00	50	\$ 142.50
29	COMMON TOPSOIL BORROW	5	CU YD	\$ 126.00	\$ 630.00	4	\$ 504.00
30	RESTORATION	53	SQ YD	\$ 12.00	\$ 636.00	53	\$ 636.00
<b>Total Bid Schedule 'B': 235-138-001 - Fox Street</b>					<b>\$ 47,738.18</b>		<b>\$ 44,496.76</b>

**PAY ESTIMATE #1  
City of St. Francis  
2023 Street Rehabilitation Project**

**Bid Schedule 'C': 235-139-001 - 232nd Avenue**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.27	LUMP SUM	\$ 33,700.00	\$ 9,099.00	0.27	\$ 9,099.00
2	SALVAGE CASTING	3	EACH	\$ 239.00	\$ 717.00	3	\$ 717.00
4	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	196	LIN FT	\$ 4.00	\$ 784.00	196	\$ 784.00
5	REMOVE CURB AND GUTTER	136	LIN FT	\$ 10.70	\$ 1,455.20	136	\$ 1,455.20
7	REMOVE BITUMINOUS PAVEMENT	89	SQ YD	\$ 11.60	\$ 1,032.40	89	\$ 1,032.40
8	AGGREGATE BASE CLASS 5	25	TON	\$ 42.00	\$ 1,050.00	15	\$ 630.00
9	MILL BITUMINOUS SURFACE	64	SQ YD	\$ 5.95	\$ 380.80	64	\$ 380.80
10	MILL BITUMINOUS SURFACE (SPECIAL)	1127	SQ YD	\$ 2.85	\$ 3,211.95	1,127	\$ 3,211.95
11	BITUMINOUS MATERIAL FOR TACK COAT	242	GALLONS	\$ 2.40	\$ 580.80	200	\$ 480.00
12	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B) 3.0" THICK	24	SQ YD	\$ 40.30	\$ 967.20	42	\$ 1,692.60
13	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	36	SQ YD	\$ 40.80	\$ 1,468.80	70.6	\$ 2,880.48
14	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	286	TON	\$ 79.80	\$ 22,822.80	286	\$ 22,822.80
15	ADJUST VALVE BOX - WATER	3	EACH	\$ 58.90	\$ 176.70	3	\$ 176.70
16	INSTALL CASTING	3	EACH	\$ 538.00	\$ 1,614.00	3	\$ 1,614.00
17	ADJUST FRAME AND RING CASTING	3	EACH	\$ 248.00	\$ 744.00	3	\$ 744.00
18	ADJUST FRAME AND RING CASTING SPECIAL	2	EACH	\$ 1,270.00	\$ 2,540.00	2	\$ 2,540.00
19	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4007	2	LIN FT	\$ 2,230.00	\$ 4,460.00	3	\$ 6,690.00
20	GROUT CATCH BASIN OR MANHOLE	7	EACH	\$ 178.00	\$ 1,246.00	7	\$ 1,246.00
21	6" CONCRETE WALK	280	SQ FT	\$ 21.00	\$ 5,880.00	200	\$ 4,200.00
22	CONCRETE CURB AND GUTTER DESIGN SPECIAL	150	LIN FT	\$ 43.40	\$ 6,510.00	156	\$ 6,770.40
23	TRUNCATED DOMES	37	SQ FT	\$ 65.10	\$ 2,408.70	36	\$ 2,343.60
24	TRAFFIC CONTROL SUPERVISOR	0.27	LUMP SUM	\$ 0.01	\$ 0.00	0.27	\$ 0.00
25	TRAFFIC CONTROL	0.27	LUMP SUM	\$ 3,640.00	\$ 982.80	0.27	\$ 982.80
26	SIGN PANELS TYPE C	8	SQ FT	\$ 98.80	\$ 790.40	8	\$ 790.40
27	EROSION CONTROL SUPERVISOR	0.27	LUMP SUM	\$ 116.00	\$ 31.32	0.27	\$ 31.32
28	SEDIMENT CONTROL LOG TYPE COMPOST	136	LIN FT	\$ 2.85	\$ 387.60	50.0	\$ 142.50
29	COMMON TOPSOIL BORROW	10	CU YD	\$ 126.00	\$ 1,260.00	4.00	\$ 504.00
30	RESTORATION	131	SQ YD	\$ 12.00	\$ 1,572.00	131	\$ 1,572.00
<b>Total Bid Schedule 'C': 235-139-001 - 232nd Avenue</b>					<b>\$ 74,173.47</b>		<b>\$ 75,533.95</b>

**PAY ESTIMATE #1  
City of St. Francis  
2023 Street Rehabilitation Project**

**Bid Schedule 'D': Local Funding**

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	CONTRACT AMOUNT	USED TO DATE	EXTENSION
1	MOBILIZATION	0.1	LUMP SUM	\$ 33,700.00	\$ 3,370.00	0.1	\$ 3,370.00
2	SALVAGE CASTING	1	EACH	\$ 239.00	\$ 239.00	1	\$ 239.00
3	SAWING CONCRETE PAVEMENT - FULL DEPTH	1	LIN FT	\$ 8.00	\$ 8.00	1	\$ 8.00
4	SAWING BITUMINOUS PAVEMENT - FULL DEPTH	64	LIN FT	\$ 4.00	\$ 256.00	64	\$ 256.00
5	REMOVE CURB AND GUTTER	60	LIN FT	\$ 10.70	\$ 642.00	60	\$ 642.00
7	REMOVE BITUMINOUS PAVEMENT	13	SQ YD	\$ 11.60	\$ 150.80	13	\$ 150.80
9	MILL BITUMINOUS SURFACE	64	SQ YD	\$ 5.95	\$ 380.80	64	\$ 380.80
10	MILL BITUMINOUS SURFACE (SPECIAL)	663	SQ YD	\$ 2.85	\$ 1,889.55	663	\$ 1,889.55
11	BITUMINOUS MATERIAL FOR TACK COAT	134	GALLONS	\$ 2.40	\$ 321.60	100	\$ 240.00
13	TYPE SP 12.5 WEARING COURSE MIXTURE (2;B) 2.5" THICK	13	SQ YD	\$ 40.80	\$ 530.40	42.1	\$ 1,717.68
14	TYPE SP 9.5 WEARING COURSE MIXTURE (2;B)	158	TON	\$ 79.80	\$ 12,608.40	144.38	\$ 11,521.52
15	ADJUST VALVE BOX - WATER	2	EACH	\$ 58.90	\$ 117.80	3	\$ 176.70
16	INSTALL CASTING	1	EACH	\$ 538.00	\$ 538.00	1	\$ 538.00
17	ADJUST FRAME AND RING CASTING	1	EACH	\$ 248.00	\$ 248.00	1	\$ 248.00
20	GROUT CATCH BASIN OR MANHOLE	2	EACH	\$ 178.00	\$ 356.00	2	\$ 356.00
22	CONCRETE CURB AND GUTTER DESIGN SPECIAL	60	LIN FT	\$ 43.40	\$ 2,604.00	60	\$ 2,604.00
24	TRAFFIC CONTROL SUPERVISOR	0.1	LUMP SUM	\$ 0.01	\$ 0.00	0.1	\$ 0.00
25	TRAFFIC CONTROL	0.1	LUMP SUM	\$ 3,640.00	\$ 364.00	0.1	\$ 364.00
27	EROSION CONTROL SUPERVISOR	0.1	LUMP SUM	\$ 116.00	\$ 11.60	0.1	\$ 11.60
28	SEDIMENT CONTROL LOG TYPE COMPOST	60	LIN FT	\$ 2.85	\$ 171.00		\$ -
29	COMMON TOPSOIL BORROW	4	CU YD	\$ 126.00	\$ 504.00	4	\$ 504.00
30	RESTORATION	40	SQ YD	\$ 12.00	\$ 480.00	40	\$ 480.00
<b>Total Bid Schedule 'D': Local Funding</b>					<b>\$ 25,790.95</b>		<b>\$ 25,697.66</b>

<b>Bid Schedule 'A': SAP 235-101-002 - 233rd Avenue</b>	<b>\$118,713.30</b>	<b>\$116,788.99</b>
<b>Bid Schedule 'B': 235-138-001 - Fox Street</b>	<b>\$47,738.18</b>	<b>\$44,496.76</b>
<b>Bid Schedule 'C': 235-139-001 - 232nd Avenue</b>	<b>\$74,173.47</b>	<b>\$75,533.95</b>
<b>Bid Schedule 'D': Local Funding</b>	<b>\$25,790.95</b>	<b>\$25,697.66</b>
<b>TOTAL</b>	<b>\$266,415.91</b>	<b>\$262,517.36</b>



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Todd Schwieger, Police Chief  
**SUBJECT:** Embedded Systems Contract Renewal  
**DATE:** November 6, 2023

**OVERVIEW:**

Embedded Systems, Inc. provides warning siren maintenance for three outdoor warning sirens within the City of St. Francis located at Roanoke St/Ambassador Blvd, 23248 Woodbine St. and Edgewild Park at 1800 242<sup>nd</sup> Ave. The maintenance contract consists of repairing and maintaining the electronic/communication side of the sirens. Embedded Systems performs daily communication testing to assure the sirens are operating properly. The contract also includes decoder battery replacement every 3 years.

**ACTION TO BE CONSIDERED:**

The renewal of the contract with Embedded Systems, Inc. to continue to provide outdoor warning siren maintenance for the City of St. Francis in 2024.

**BUDGET IMPLICATION:**

The Embedded Systems, Inc. monthly maintenance fee of \$49.97 per siren per month (\$1,798.92 annually) is a slight increase over the previous year per siren rate of \$48.43 for a total annual increase of \$55.44. Siren maintenance fees are paid for out of the police department budget.

Attachments:

- Embedded Systems Contract Renewal

# Embedded Systems, Inc.

Tel. (763) 757-3696  
www.embedsys.com

11931 Hwy 65 NE, Minneapolis, MN 55434

Fax: (763) 767-2817  
btorkelson@embedsys.com

## Contract Renewal

October 13, 2023

City of St. Francis  
Accounts Payable  
23340 Cree Street NW  
St. Francis, MN 55070

We are at the end of another tornado season. Embedded Systems, Inc. has provided our best service toward maintaining the tornado sirens for your city for the past several years. We would be very pleased to continue to provide Tornado Siren Maintenance for your city.

The Monthly Siren Maintenance Fee for 2024 will be **\$49.97** per siren, per month.

The decoder batteries for your city were replaced in 2023 for preventive maintenance. Battery replacement will occur once every 2 years for Hennepin County and once every three years for Anoka County for all units maintained by Embedded Systems under the original maintenance agreement, including those batteries which may have been replaced since the last scheduled replacement because of failure.

We are asking that you please sign and return this contract renewal to us before **November 25, 2023** to enable us to continue to provide our best service through the end of 2024. Feel free to fax the signed contract renewal to (763) 767-2817 or email it to [phowe@embedsys.com](mailto:phowe@embedsys.com).

Thank you for your business and we look forward to servicing your needs through the next year. If you have any questions, feel free to contact me directly.

Thank you,

Peggy Howe  
Embedded Systems, Inc.

Contract terms accepted:

Signature \_\_\_\_\_

Date \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

For continuation of services through the end of the year 2024



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance  
**SUBJECT:** Assessing Contract  
**DATE:** November 6, 2023

**OVERVIEW:**

The City has received a contract renewal proposal for assessing services from Erik Skogquist and Mary Wells. The proposal is for a 3 year contract. The rates per parcels stayed the same except for the improved residential parcels were reduced by 15 cents.

In Erik’s email he said this about the rates:

“it looks like it would be between \$35-\$36,000 in 2024 based on the parcel counts and anticipated growth by the end of next year. Other than updating the years from the prior contract, we reduced the price for improved residential parcels by 15 cents to counter the addition of exempt parcels, since these are something that requires time and we need to value annually. By doing this it is more reflective of our workload and in the end I am happy to say that the difference amounts to only about a \$350 increase from 2023’s estimated costs or 1%.”

**ACTION TO BE CONSIDERED:**

Renew the assessing contract with Erik Skogquist and Mary Wells.

**BUDGET IMPLICATION:**

This amount is budgeted in the General Fund each year.

**AGREEMENT FOR ASSESSMENT SERVICES  
BETWEEN THE CITY OF ST. FRANCIS  
AND ERIK A. SKOGQUIST, SAMA AND MARY WELLS, SAMA  
IN THE CITY OF ST. FRANCIS, MN**

This Agreement made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between the City of St. Francis, 23340 Cree St NW, St Francis, MN 55070, a municipal corporations under the laws of Minnesota, hereinafter referred to as the “Municipality”, and Erik Skogquist, Senior Accredited Minnesota Assessor #3121, 314 Monroe St, Anoka, MN 55303 and Mary Wells, Senior Accredited Minnesota Assessor #3561, 3405 Edmar Ln NE, East Bethel, MN 55092, hereinafter referred to as the “City Assessors”.

**WITNESSETH:**

WHEREAS, the City of St. Francis, lying wholly within Anoka County, Minnesota is a city constituting a separate assessment district; and

WHEREAS, pursuant to Minnesota Statutes 273.05, the city assessor shall be appointed by the city council; and

WHEREAS, it is the wish of the St. Francis City Council to appoint Erik Skogquist and Mary Wells the St. Francis City Assessors; and

WHEREAS, it is the wish of Erik Skogquist and Mary Wells to serve as the St. Francis City Assessors and to cooperate with the Municipality to perform fair and equitable assessments of the real property within the Municipality.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is agreed as follows:

1. The effective period of this Agreement will be from January 1, 2024 to March 1, 2027 unless earlier terminated as provided herein.
2. The City Assessors represents that they are residents of the State of Minnesota, possesses the knowledge and training in the field of property taxation necessary to perform the duties of a local assessor, and is duly licensed to perform such duties in compliance with Minnesota Statutes 270.48 and Minnesota Department of Revenue Standards.
3. All real property within the geographical boundaries of Municipality will be assessed by the City Assessors for taxation beginning with the 2025 assessment payable 2026.
4. The duties of the City Assessor with be carried out consistently and in accordance with the provisions of Minnesota Statutes 273.05, 273.064 and 273.08.
5. In consideration for said assessment services, the Municipality with pay the City Assessor quarterly payments (unless earlier terminated as herein provided) as follows:



- a) The first quarterly payment will be billed on March 1, 2024, the second on June 1, 2024, the third on September 1, 2024, and the fourth on December 1, 2024.
  - b) The parties understand that to accomplish the delivery of the assessments on or before February 1, 2025, all work specific to the generation of that assessment must be done prior to February 1, 2025; the same will be true for subsequent years assessments, i.e. all work for the assessment year 2026 assessment must be done prior to February 1, 2026, etc.
6. For the assessment year 2025 assessment, the Municipality will pay the City Assessor as follows:
- a) Ten and 25/100 Dollars (\$10.25) for each improved parcel of residential, seasonal recreational residential, and agricultural type property.
  - b) Four and 65/100 Dollars (\$4.65) for each unimproved parcel of residential, seasonal recreational residential, and agricultural type property.
  - c) Sixty two and 00/100 Dollars (\$62.00) for each improved and unimproved parcel of commercial, industrial and public utility type property.
  - d) Sixty two and 00/100 Dollars (\$62.00) for each improved and unimproved parcel of apartment or mobile/manufactured home park type property.
  - e) Four and 65/100 Dollars (\$4.65) for each improved and unimproved parcel of exempt type property.
7. The same procedure and rates will be followed in the frequency and computation of payments for assessment services for subsequent years.
8. The City Assessor will remit quarterly billings to the Municipality totaling twenty-five (25%) percent of the estimated annual bill, with the fourth payment making up the difference between the estimated and actual amount of parcels assessed. It is hereby agreed that a 1.65% monthly interest shall be charged after the billing date on the unpaid balances, if not paid within thirty (30) days of the billing date.
9. Notwithstanding Section 1 above, the City Assessor and/or Municipality have the right to terminate the Agreement by providing twelve months written notice prior to the beginning of assessment work for the tax year. Such notice to terminate must be sent by certified mail to the other party at the address set forth above. For example, to terminate effective as of the assessment year 2026 assessment, the party must provide written notice of termination to the other party no later than February 1, 2024. Provided further, that this agreement may be terminated at any time by the St. Francis City Council on charges by the Minnesota Commissioner of Revenue on neglect of duty on the part of the City Assessor.
10. The relationship between the parties is that of an independent contractor. Nothing contained in this Agreement is intended to or should be construed as creating the relationship of copartners, employee/employer, or joint ventures between the Municipality and the City Assessor. No tenure or any

rights or benefits, including Workers' Compensation, Unemployment Insurance, medical care, sick leave, vacation leave, severance pay, PERA, or other benefits available to Municipality employees will accrue to the City Assessors or employees of the City Assessors performing services under this Agreement. The relationship between the parties is that of an independent Contractor, the Municipality having no control as to the details of the work nor over the hours or time devoted to said task to be accomplished, said concern of the Municipality being limited only to the results of said work and not the means by which it is accomplished.

11. The City Assessors agree they will defend, indemnify, and hold harmless the Municipality, its officers and employees, against any and all liability, loss, costs, damages, and expenses which the Municipality, its officers or employees, may hereafter sustain, incur, or be required to pay arising out of the City Assessors' performance or failure to adequately perform his obligations pursuant to this Agreement.
12. All data collected, created, received, maintained, or disseminated for any purposes by activates of the City Assessors because of this Agreement is governed by the Minnesota Government Data Practiced Act, Minnesota Statutes Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy.
13. Pursuant to Minnesota Statutes 16B.06 subd. 4, the City Assessor agrees that the Municipality, the State Auditor, the Minnesota Department of Revenue, or any of their duly authorized representatives at any time during normal business hours and as often as they may reasonably deem necessary will have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc, which are pertinent to the accounting practices and procedures of the City Assessors and involve transactions relating to this Agreement.
14. During the performance of this Agreement, the City Assessors agree that no person will, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed, national origin or sexual orientation be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all applicable federal and state laws against discrimination.
15. a) The City Assessors warrant and represent that they are currently licensed as assessors by the State of Minnesota. In the event said license is cancelled, revoked, suspended or expires during the term of the contract, the City Assessors agree to immediately inform the Municipality. The Municipality will pay only for serviced pursuant to such licensing requirements.  
  
b) The City Assessors will comply with all applicable federal and state statutes and regulations as well as local ordinances.  
  
c) Failure to meet the requirements of Paragraphs a) and b) above may be cause for cancellation of this Agreement effective the date of receipt of notice of cancelation, notwithstanding the provisions of Sections 1 and 9 above.

16. Any reports, studies, photographs, negatives, or other documents prepared by the City Assessor in the performance of his obligations under this Agreement will be the exclusive property of the Municipality, and all such materials will be remitted to the Municipality by the City Assessors upon completion, termination, or cancellation of this Agreement upon the request of the Municipality. The City Assessors will not use, willingly allow, or cause to have such materials used for any purpose other than performance of the City Assessor's obligations under this Agreement without the prior written consent of the Municipality.

IN WITNESS THEROF, the Municipality and City Assessor have herby executed this agreement this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

**CITY OF ST. FRANCIS**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Dated: \_\_\_\_\_

**CITY ASSESSORS**

By: \_\_\_\_\_

Title: Erik A. Skogquist, SAMA License #3121

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Title: Mary Wells, SAMA License #3561

Dated: \_\_\_\_\_



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** Potential Change Orders (PCO) – City Hall / Fire Station Project  
**DATE:** November 6, 2023

**OVERVIEW:**

As the City Hall and Fire Station project moves forward there are potential change orders that may be brought forward. These potential change orders will be an approval of the contractor and subs to move forward and are a commitment by the City when signed that we are honoring the final change order. The final change order document will be submitted with pay applications.

**PCO’s for tonight’s meeting:**

PCO #001	Labor	(\$1,5000.00)	Savings on code and wall rating updates
PCO #001	Material	(\$3,112.00)	Savings on code and wall rating updates
PCO #002	Labor	\$15,450.52	Increase on generator
PCO #002	Material	(\$2,000.34)	Savings on generator
<b>Total Project Impact</b>		<b>\$8,838.18 Increase</b>	

**ACTION TO BE CONSIDERED:**

Council to review and recommend approval of PCO’s as identified.

Attachments:

- PCO #001, Labor and Material for Code Changes and Plan Review Updates
- PCO #002, Labor and Material for Generator and Drawing Updates

Stahl Construction Company  
 861 E. Hennepin Avenue, Suite 200  
 Minneapolis, Minnesota 55414  
 Phone: (952) 931-9300

Project: 4020 - St. Francis City Hall & Fire Station  
 3740 Bridge St NW  
 St. Francis, Minnesota 55070

## Prime Contract Potential Change Order #002: CE #002 - PR 02 Generator, and Drawing Updates (Labor)

<b>TO:</b>	St. Francis, MN (City of) 23340 Cree Street NW St. Francis, Minnesota 55070	<b>FROM:</b>	
<b>PCO NUMBER/REVISION:</b>	002 / 0	<b>CONTRACT:</b>	4020- - St. Francis City Hall & Fire Station
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Ryan Byrne (Stahl Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	10/17/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	\$15,450.52

**POTENTIAL CHANGE ORDER TITLE:** CE #002 - PR 02 Generator, and Drawing Updates (Labor)

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
CE #002 - PR02 Generator, Utilities Precast and Multiple Drawing Updates

**ATTACHMENTS:**

[St. Francis PR #2.pdf](#) , [Falcon Mechanical.pdf](#) , [Tekton.pdf](#) , [Sentra Sota.pdf](#) , [AJ Moore Electric.pdf](#) , [PR-02 St Francis.pdf](#)

#	Budget Code	Description	Amount
1	26-0000-__-.S DEMO.Electrical/Low Voltage.SUBCONTRACT	PR02 Update	\$4,619.78
2	03-4100-__-.S Precast Concrete.SUBCONTRACT	PR02 Update	\$0.00
3	03-0000-__-.S Concrete.SUBCONTRACT	PR02 Update	\$0.00
4	08-4000-__-.S Glass / Glazing.SUBCONTRACT	PR02 Update	\$600.00
5	02-4116-__-.S DEMO.Building Demolition.SUBCONTRACT	PR02 Update	\$0.00
6	21-0000-__-.S Fire Suppression.SUBCONTRACT	PR02 Update	\$0.00
7	22-0000-__-.S Plumbing.SUBCONTRACT	PR02 Update	\$2,112.00
8	05-0500-__-.S Erect Metals.SUBCONTRACT	PR02 Update	\$1,670.00
9	23-0000-__-.S DEMO.HVAC.SUBCONTRACT	PR02 Update	\$4,091.00
10	32-1600-__-.S Site Concrete.SUBCONTRACT	PR02 Update	\$0.00
11	01-7013-__-.M Survey / Layout.MATERIAL	PR02 Update	\$0.00
12	06-1000-__-.S Rough Carpentry.SUBCONTRACT	PR02 Update	\$1,372.00

#	Budget Code	Description	Amount
13	09-9000-__-.S Painting / Coatings.SUBCONTRACT	PR02 Update	\$250.00
<b>Subtotal:</b>			<b>\$14,714.78</b>
GC Fee 5%			\$735.74
<b>Grand Total:</b>			<b>\$15,450.52</b>

Ginnie Schneider (Brunton Architects & Engineers, Inc.)

St. Francis, MN (City of)

23340 Cree Street NW  
 St. Francis, Minnesota 55070

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE

Stahl Construction Company  
 861 E. Hennepin Avenue, Suite 200  
 Minneapolis, Minnesota 55414  
 Phone: (952) 931-9300

 Project: 4020-10 - St. Francis City Hall & Fire Station-Material  
 3740 Bridge Street NW  
 St. Francis, Minnesota 55070

## Prime Contract Potential Change Order #002: CE #003 - PR02 Generator, Utilities Precast and Multiple Drawing Updates (Material)

<b>TO:</b>	St. Francis, MN (City of) 23340 Cree Street NW St. Francis, Minnesota 55070	<b>FROM:</b>	Stahl Construction Company 861 E. Hennepin Avenue, Suite 200 Minneapolis, Minnesota 55414
<b>PCO NUMBER/REVISION:</b>	002 / 0	<b>CONTRACT:</b>	4020-10 - St. Francis City Hall & Fire Station-Material Prime Contract
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Ryan Byrne (Stahl Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	10/17/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	(\$2,000.34)

**POTENTIAL CHANGE ORDER TITLE:** CE #003 - PR02 Generator, Utilities Precast and Multiple Drawing Updates (Material)

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #003 - PR02 Generator, Utilities Precast and Multiple Drawing Updates (Material)

**ATTACHMENTS:**

[St. Francis - PR-2 - 10-16-23.pdf](#) , [Falcon Mechanical.pdf](#) , [Sentra Sota.pdf](#) , [AJ Moore Electric.pdf](#) , [Ben's Structural.pdf](#)

#	Budget Code	Description	Amount
1	08-1000-__-.S Doors / Frames / Hardware.SUBCONTRACT	PR02 Updates	\$2,577.00
2	05-1000-__-.S Furnish Metals.SUBCONTRACT	PR02 Updates	\$659.00
3	03-0000-__-.S Concrete.SUBCONTRACT	PR02 Updates	\$0.00
4	26-0000-__-.S Electrical / Low Voltage.SUBCONTRACT	PR02 Updates	\$(22,504.34)
5	03-4100-__-.S Precast Concrete.SUBCONTRACT	PR02 Updates	\$0.00
6	08-4000-__-.S Glass / Glazing.SUBCONTRACT	PR02 Updates	\$0.00
7	21-0000-__-.S Fire Suppression.SUBCONTRACT	PR02 Updates	\$0.00
8	22-0000-__-.S Plumbing.SUBCONTRACT	PR02 Updates	\$11,874.00
9	23-0000-__-.S HVAC.SUBCONTRACT	PR02 Updates	\$5,354.00
10	32-1600-__-.S Site Concrete.SUBCONTRACT	PR02 Updates	\$0.00
11	09-9000-__-.S Painting / Coatings.SUBCONTRACT	PR02 Updates	\$40.00
<b>Subtotal:</b>			<b>\$(2,000.34)</b>
GC Fee 1%			\$0.00
<b>Grand Total:</b>			<b>\$(2,000.34)</b>

Stahl Construction Company  
 861 E. Hennepin Avenue, Suite 200  
 Minneapolis, Minnesota 55414  
 Phone: (952) 931-9300

Project: 4020 - St. Francis City Hall & Fire Station  
 3740 Bridge St NW  
 St. Francis, Minnesota 55070

## Prime Contract Potential Change Order #001: CE #001 - PR01 Code Changes and Plan Review Updates (Labor)

<b>TO:</b>	St. Francis, MN (City of) 23340 Cree Street NW St. Francis, Minnesota 55070	<b>FROM:</b>	
<b>PCO NUMBER/REVISION:</b>	001 / 0	<b>CONTRACT:</b>	4020- - St. Francis City Hall & Fire Station
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Ryan Byrne (Stahl Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	10/17/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	(\$1,500.00)

**POTENTIAL CHANGE ORDER TITLE:** CE #001 - PR01 Code Changes and Plan Review Updates (Labor)

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #001 - PR01 Code Plan Updates (Labor)

**ATTACHMENTS:**

[SF City Hall- RFCDeduct 1- PDI 10.16.23.pdf](#) , [\\_08 7100-Door Hardware.pdf](#) , [\\_PR-01 Struct St Francis.pdf](#) , [\\_PR-01 Arch St Francis.pdf](#) , [\\_PR-01 Narrative St Francis.pdf](#)

#	Budget Code	Description	Amount
1	03-4100-__-S Precast Concrete.SUBCONTRACT	Precast Updates	\$0.00
2	09-2000-__-S Drywall.SUBCONTRACT	Code and Wall rating updates	\$(1,500.00)
3	03-0000-__-S Concrete.SUBCONTRACT	Storm Shelter / Foundation Plan	\$0.00
4	07-5000-__-S Roofing.SUBCONTRACT	Cut for elevator @ Roof	\$0.00
<b>Subtotal:</b>			<b>\$(1,500.00)</b>
GC Fee 5%			\$0.00
<b>Grand Total:</b>			<b>\$(1,500.00)</b>



Stahl Construction Company  
 861 E. Hennepin Avenue, Suite 200  
 Minneapolis, Minnesota 55414  
 Phone: (952) 931-9300

 Project: 4020-10 - St. Francis City Hall & Fire Station-Material  
 3740 Bridge Street NW  
 St. Francis, Minnesota 55070

## Prime Contract Potential Change Order #001: CE #001 - PR01 Code Changes and Plan Review Updates (Material)

<b>TO:</b>	St. Francis, MN (City of) 23340 Cree Street NW St. Francis, Minnesota 55070	<b>FROM:</b>	Stahl Construction Company 861 E. Hennepin Avenue, Suite 200 Minneapolis, Minnesota 55414
<b>PCO NUMBER/REVISION:</b>	001 / 0	<b>CONTRACT:</b>	4020-10 - St. Francis City Hall & Fire Station-Material Prime Contract
<b>REQUEST RECEIVED FROM:</b>		<b>CREATED BY:</b>	Ryan Byrne (Stahl Construction Company)
<b>STATUS:</b>	Pending - In Review	<b>CREATED DATE:</b>	10/17/2023
<b>REFERENCE:</b>		<b>PRIME CONTRACT CHANGE ORDER:</b>	None
<b>FIELD CHANGE:</b>	No		
<b>LOCATION:</b>		<b>ACCOUNTING METHOD:</b>	Amount Based
<b>SCHEDULE IMPACT:</b>		<b>PAID IN FULL:</b>	No
<b>EXECUTED:</b>	No	<b>SIGNED CHANGE ORDER RECEIVED DATE:</b>	
		<b>TOTAL AMOUNT:</b>	(\$3,112.00)

**POTENTIAL CHANGE ORDER TITLE:** CE #001 - PR01 Code Changes and Plan Review Updates (Material)

**CHANGE REASON:** Design Development

**POTENTIAL CHANGE ORDER DESCRIPTION:** *(The Contract Is Changed As Follows)*  
 CE #001 - PR01 Code Changes and Plan Review Updates (Material)

**ATTACHMENTS:**

[St. Francis - PR-1 - 10-16-23.pdf](#) , [\\_SF City Hall- RFCDeduct 1- PDI 10.16.23.pdf](#) , [\\_08 7100-Door Hardware.pdf](#) , [\\_PR-01 Struct St Francis.pdf](#) , [\\_PR-01 Arch St Francis.pdf](#) , [\\_PR-01 Narrative St Francis.pdf](#)

#	Budget Code	Description	Amount
1	08-1000-__-.S Doors / Frames / Hardware.SUBCONTRACT	Wall rating changes for code	\$(2,612.00)
2	05-1000-__-.S Furnish Metals.SUBCONTRACT	Ships ladder tread positioning	\$0.00
3	03-4100-__-.S Precast Concrete.SUBCONTRACT	Precast updates	\$0.00
4	09-2000-__-.S Drywall.SUBCONTRACT	Code and wall rating updates	\$(500.00)
5	03-0000-__-.S Concrete.SUBCONTRACT	Storm shelter / foundation plan	\$0.00
6	07-5000-__-.S Roofing.SUBCONTRACT	Cut for elevator at roof	\$0.00
<b>Subtotal:</b>			<b>\$(3,112.00)</b>
GC Fee 1%			\$0.00
<b>Grand Total:</b>			<b>\$(3,112.00)</b>



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Paul Carpenter, Public Works Director  
**SUBJECT:** Surplus Property  
**DATE:** November 6, 2023

**OVERVIEW:**

The new Public Works water/wastewater crane truck is now in service and we no longer need the old one that it has replaced.

Per recommendation from Enterprise, staff will dispose of this vehicle via Municibid. Municibid is used by more than 2500 governments and schools nationally to sell vehicles, equipment, and tools. Municibid requires no costs, fees, or contracts. St. Francis city code 8-7-3 authorizes the City to sell supplies, materials, or equipment at the highest price utilizing an electronic selling process in an open and interactive environment.

**ACTION TO BE CONSIDERED:**

To adopt Resolution 2023-62 declaring the listed vehicle, 2007 Dodge Crane Truck with V.I.N. 3D6WH46A77G785241, as surplus to be disposed of under the guidelines of the St. Francis city code.

**BUDGET IMPLICATION:**

None. Work performed prepping the vehicle for disposal will be conducted during regular business hours.

Attachments:

- Resolution 2023-62 Declaring Surplus Property and Authorizing the Disposal of said Property

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

**RESOLUTION 2023-62**

**A RESOLUTION DECLARING SURPLUS PROPERTY AND AUTHORIZING THE  
DISPOSAL OF SAID PROPERTY**

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

WHEREAS, pursuant to Section 8-7-3, the City has identified property owned by the City that is no longer needed for municipal service; and

WHEREAS, by the City Council of the City of St. Francis that the following property is hereby classified as surplus property, with the approximate value said property assigned as follows:

**Surplus Property:**

2007 Dodge Crane Truck  
VIN 3D6WH46A77G785241

**Estimated Value**

Highest bidder on Auction/Ebid

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>th</sup> DAY OF NOVEMBER, 2023.

APPROVED:

ATTEST:

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

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



# CITY COUNCIL AGENDA REPORT

**TO:** City Administrator, Kate Thunstrom  
**FROM:** Public Works Director; Paul Carpenter  
**SUBJECT:** Rink Management Agreement  
**DATE:** November 6, 2023

**OVERVIEW:**

Based on last year’s successful ice-skating season, we would like to again partner with the St Francis Home Run Club to manage our ice-skating facilities.

Our goals continue to be:

1. Follow Council direction to stay within our operation and maintenance budget for our parks.
2. Continue to manage overtime while maintaining the highest quality standard for snow and ice removal on our City streets.

We had a successful 51-day season last year. The St Francis Home Run Club, an Insured Local Non-Profit Charitable Organization would like to manage the warming house again this season. They provide rink attendants, care for the rinks/facility, provide snow removal for the facility for a fee and provide snack vending with a small portion of the proceeds coming back to the City to cover any additional cost we may incur. Our Public Works Team will work with the organization to flood and maintain the ice. We are proposing a 51-day season (closed Christmas Day). This will run from 12-22-2023 thru 2-11-2024, weather permitting. The time selected for this season will allow ice making to happen during what should be the “optimum weather period”, thus further reducing the amount of man hours it will take to make and maintain the ice. Of course, only if the weather permits.

**ACTION TO BE CONSIDERED:**

A motion to authorize the Mayor to sign the Rink Management Agreement entering the City into a contract with The St Francis Home Run Club to manage the outdoor Ice Skating Facility.

**BUDGET IMPLICATION:**

The payment the Home Run Club would receive is approximately \$8,364.00 weather permitting. This is based on a 51-day season (12-22-2023 thru 2-11-2024). This is a budgeted item and would be paid out of our Parks operation and maintenance budget.

Attachments:

- Management Agreement

## MANAGEMENT AGREEMENT

THIS MANAGEMENT AGREEMENT is made and entered into this 6th day of November, 2023, by and between the City of St. Francis, a Minnesota municipal corporation (the “City”), and St Francis Homerun Club, a Minnesota Nonprofit 501 C3 Charitable Organization (the “Contractor”).

WHEREAS, Contractor is in the business of providing management services at recreational facilities including ice arenas and outdoor skating rinks; and

WHEREAS, the City desires to retain the services of Contractor to manage its outdoor skating rinks.

NOW, THEREFORE, in consideration of the foregoing premises, the mutual covenants and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. MANAGEMENT SERVICES. The City hereby retains Contractor to provide management services at the City’s outdoor skating rinks. In connection with the foregoing, Contractor shall be responsible for the following:
  - (A) Contractor shall provide all operational staff and shall be exclusively responsible for the management of such personnel and the payment of all wages and withholdings in connection therewith. Contractor shall provide site-specific training to all staff members with a focus on providing excellent customer service.
  - (B) Contractor shall maintain all ice surfaces and keep the same free from snow and debris.
  - (C) Contractor shall keep all walkways free from ice and snow.
  - (D) Contractor shall clean and maintain the interior of the warming house and provide all supplies in connection therewith. Contractor’s duties shall include, without limitation, vacuuming, cleaning bathrooms, cleaning windows, restocking toilet paper, hand soap, and hand towels, and providing basic first aid supplies.
  - (E) Contractor shall keep all outdoor areas free from trash and debris.
  - (F) Contractor shall ensure that all City ordinances, rules, and regulations are followed and enforced.
  - (G) Contractor shall ensure that the ice rinks are used only by members of the public and for no private purpose or event without the City’s prior written consent.
  - (H) Contractor shall immediately notify the City in the event repairs are required to any building, equipment, or area.

- (I) Contractor shall secure all buildings and equipment when not in use and will be liable for any damages, thefts or other costs resulting from the failure to properly secure any building or equipment.
- (J) Contractor shall manage and take full responsibility for all concession activities, including obtaining all necessary licenses and permits and providing all concession merchandise and supplies. On a monthly basis, Contractor shall provide the City with a written report showing concession revenues, product costs, and the gross margin for each month. Along with such report, Contractor shall pay the City an amount equal to ten percent (10%) of the gross margin shown on such report. Contractor shall be entitled to retain the balance of concession proceeds, which amounts shall be in addition to the Management Fee paid hereunder.
- (K) Contractor shall ensure that any costs incurred in connection with the maintenance or operation of the ice rinks, above and beyond the Management Fee, are within budgeted amounts or otherwise approved in advance by the City.

2. CITY RESPONSIBILITIES. Notwithstanding any language in this Agreement to the Contrary, the City shall be responsible for the following:

- (A) The City shall perform all building and grounds repairs.
- (B) The City shall plow all parking areas.
- (C) The City shall provide basic utilities, including water, sewer, garbage, and local phone service (no long distance).
- (D) The City shall provide one (1) handicapped-accessible toilet (mini-biff) and shall be responsible for cleaning and maintaining the same.
- (E) The City shall provide blue hand towel service.
- (F) The City's Public Works Department shall work with the Contractor to make ice for the purpose of skating as weather and time permits. The Contractor must have all snow and debris removed from the ice surface before City Staff will attempt to make ice.

3. MANAGEMENT FEE.

- (A) For all services provided pursuant to this Agreement, the City shall pay Contractor the sum of One Hundred Sixty Four and 00/100 Dollars (164.00) per day of open operation (the "Management Fee").
- (B) Contractor acknowledges and agrees that the Management Fee shall constitute Contractor's entire compensation hereunder. All expenses of every kind incurred by Contractor in its performance under this Agreement shall be the sole responsibility of and be promptly paid by Contractor.

- (C) All keys, property, and equipment must be returned by Contractor and a final inspection/inventory of the property must be performed by the City prior to the payment of the final installment of the Management Fee.

4. TERM. The term of this Agreement will be for the duration of the 2023-2024 ice skating season, which is anticipated to run approximately 51 days from **December 22nd, 2023**, through **February 11th, 2024**, weather permitting (closed Christmas Day). Notwithstanding the foregoing, this Agreement may be terminated at any time:

- (A) Upon the mutual written agreement of the parties;
- (B) By the City in the event the Contractor fails to fully and satisfactorily perform in accordance with the terms and conditions of this Agreement; provided, the City must provide Contractor with written notice and ten (10) days to correct the failure prior to termination.
- (C) By the City, immediately and without prior notice, in the event Contractor (i) files bankruptcy or becomes insolvent, (ii) sells all or substantially all of its assets, or (iii) dissolves or files a notice of intent to dissolve.

5. CONTRACTOR’S REPRESENTATIONS. In order to induce the City to enter into this Agreement, Contractor makes the following representations to the City:

- (A) The Contractor has visited the City’s outdoor ice skating rinks and has had the opportunity to become familiar with and is satisfied as to the conditions that may affect its ability to perform under this Agreement.
- (B) The Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect its ability to perform under this Agreement.

6. INDEPENDENT CONTRACTOR STATUS. Contractor shall perform under this Agreement as an independent contractor and nothing contained herein is intended or shall be construed to make or constitute Contractor as the agent, employee, partner, joint venturer, or representative of the City, but rather Contractor shall act and perform hereunder according to its own means and methods, which means and methods shall at all times be under its exclusive charge and control.

7. INSURANCE. During the term of this Agreement, Contractor will maintain the following insurance: (1) commercial general liability insurance with coverage in the minimum coverage amount of \$1,500,000 per occurrence and \$2,000,000 annual aggregate that shall cover liability arising from premises, operations, products completed operations, personal injury, advertising injury, and contractually assumed liability; and (2) workers compensation insurance; and 3) if the Contractor utilizes an automobile to perform the duties under this agreement, automobile insurance with liability limit of \$1,000,000 combined single limit. All policies of insurance shall name the City as an additional insured and shall require the insurance provider to provide the City with written notice at least thirty (30) days prior to any reduction or termination of such insurance coverage. Upon the execution of this Agreement, and any time thereafter upon

demand of the City, Contractor shall provide a certificate of insurance showing the required coverage.

8. INDEMNIFICATION. To the fullest extent permitted by the law, the Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses, and expenses including reasonable attorney fees, arising out of the Contractor's negligence or the Contractor's performance or failure to perform its obligations under this Agreement. The Contractor indemnification obligations shall apply to the Contractor's subcontractor(s), or anyone directly or indirectly employed or hired by the Contractor, or anyone for whose acts the Contractor may be liable. The Contractor agrees this indemnity obligations shall survive the completion or termination of this Agreement.

9. REMEDIES. In the event of the breach of this Agreement by Contractor, the City shall be entitled to seek all remedies available at law, in equity, or otherwise. Contractor shall pay the City's costs and expenses, including reasonable attorneys' fees, incurred by the City in order to enforce this Agreement. Contractor expressly agrees that any remedies available to the City are cumulative and in no way exclusive. The seeking or exercising by the City of a particular remedy does not constitute a waiver or relinquishment by the City of its right to seek or exercise any other remedy available to it at law, in equity, or otherwise.

10. MISCELLANEOUS.

- (A) Governing Law. This Agreement has been executed in the State of Minnesota and shall be governed by the laws of said state, without regard to the conflict of laws rules thereof.
- (B) Entire Agreement. This Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations and discussions, whether oral or written, of the parties. There are no warranties, representations or agreements among the parties in connection with the subject matter hereof, except as set forth or referred to herein.
- (C) Amendment. No amendment or modification of this Agreement shall be deemed effective unless made in writing and signed by both parties.
- (D) Waiver. No waiver of any of the provisions of this Agreement shall constitute a waiver of any other provision, nor shall such waiver constitute a continuing waiver unless otherwise expressly provided in writing.
- (E) Assignment. Except as otherwise provided for herein, no party may assign this Agreement without the consent of the other party. All of the terms and provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective transferees, successors and permitted assigns.
- (F) Severability. In the event any provision of this Agreement is found invalid or unenforceable by a court of competent jurisdiction, such provision will be deemed stricken. The remaining provisions of this Agreement will continue to be valid



and binding and the Agreement will be reformed to replace the stricken provision with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

- (G) Captions and Headings. The captions and paragraph headings used in this Agreement are for convenience of reference only, and shall not affect the construction or interpretation of this Agreement or any of the provisions thereof.
- (H) Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute one and the same instrument.

IN WITNESS WHEREOF, the undersigned, intending to be legally bound, have executed this Agreement as of the date first above written.

**CITY:**

CITY OF ST. FRANCIS

By: \_\_\_\_\_  
Its: \_\_\_\_\_

**CONTRACTOR:**

ST FRANCIS HOMERUN CLUB

By: J. J. S. J.  
Its: Varsity Baseball Coach

514843\_1



## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jenni Wida, City Clerk  
**SUBJECT:** Tobacco License – Saint Francis Tobacco Inc  
**DATE:** November 6<sup>th</sup>, 2023

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**OVERVIEW:**

We received an application from Saint Francis Tobacco Inc for a tobacco license. The location where the license will be active is 3745 Bridge St NW

**ACTION TO BE CONSIDERED:**

Approve tobacco license.

Attachments:

- Application

**TOBACCO PRODUCTS LICENSE APPLICATION**

FEE: \$150.00

Name of Business:	TOBACCO	
Street Address:	3745 Bridge St NW Saint Francis, MN 55070	(Street, City, State, Zip Code)
Mailing Address:	(Street, City, State, Zip Code)	
Email Address:	[REDACTED]	
Name of Owner:	Adam Tel	
Business Phone:	Home Phone:	[REDACTED]
Vendors Name:		
Mailing Address:	3745 Bridge St NW Saint Francis, MN 55070	
Phone:	[REDACTED]	
<p><b>TOBACCO PRODUCTS MUST BE SOLD BEHIND THE COUNTER.</b></p> <p>Have you been convicted of a crime relating to the sale of tobacco products or had a license for the sale of tobacco products revoked by any municipality within the last five years? <u>NA</u></p> <p>Have you read the attached ordinance which regulates the sale of tobacco products within the City of St. Francis? <u>YES</u></p> <p>I hereby certify that all the information contained in this application is true and correct. I understand that false information is cause for denial or revocation of license.</p>		
<u>10/25/2023</u>	<u><i>Adam Tel</i></u>	<u>OWNER</u>
(Date)	(Signature)	(Title)

\*\*\*\*\*

Receipt # \_\_\_\_\_ Date \_\_\_\_\_ Amount \_\_\_\_\_

Sales Tax Form \_\_\_\_\_ Worker's Comp Form \_\_\_\_\_

Fire Dept. Insp # \_\_\_\_\_

Police Dept. \_\_\_\_\_

License # \_\_\_\_\_ Council Approved \_\_\_\_\_



## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance  
**SUBJECT:** Arbitrage Monitoring-Ehlers  
**DATE:** November 6, 2023

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### **OVERVIEW:**

With the sale of the bonds for the Fire Station/City Hall project, the city needs to have Arbitrage Monitoring in place. This service would watch to make sure we are meeting the requirements the federal government has on us for these tax-exempt bonds. The fee for just the 2023A Bonds is \$600 per year. Any payment due to the IRS is due within 60 days on each 5-year anniversary date of the Bonds (so on the 5-year, 10-year, 15 year and final maturity date of the Bonds).

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

Accept the contract with Ehlers to provide Arbitrage Services for the 2023A Bonds.

### **BUDGET IMPLICATION:**

This amount will be paid from the General Fund each year.

### Attachments:

- Arbitrage Services Contract.

MASTER ARBITRAGE SERVICES CONTRACT FOR:

# The City of St. Francis, Minnesota



Prepared by:

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Ehlers  
3060 Centre Pointe Drive  
Roseville, Minnesota 55113

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**BUILDING COMMUNITIES. IT'S WHAT WE DO.**



September 28, 2023

The City of St. Francis, Minnesota  
23340 Cree Street NW  
St. Francis, Minnesota 55070-0730

**Re: Letter of Engagement to Retain Ehlers as Arbitrage Consulting and Monitoring Agent Related to the Arbitrage Provisions of the Internal Revenue Code of 1986 and Related Treasury Regulations**

All tax-exempt Obligations (“Obligations”) issued by or on behalf of the City of St. Francis, Minnesota (“Issuer”) are subject to the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations (“Tax Code). To comply with the statute and regulations the Issuer must undertake certain analyses. Ehlers & Associates, Inc. (“Ehlers”) can provide arbitrage consulting and monitoring services that comply with the Tax Code and include the necessary reports and or analyses.

This Letter of Engagement (“Letter”) is being presented to memorialize and clarify the terms of the Issuer’s engagement of Ehlers as the Issuer’s Arbitrage Consulting and Monitoring Agent. In this regard, Ehlers agrees to provide Issuer with those services described in Appendix A (“Services”). Ehlers shall be entitled to compensation by the Issuer also as described in Appendix A.

This Letter shall be effective as of the date of its execution by the Issuer and shall remain in effect for the life of each obligation defined herein as the “Term”. Notwithstanding the foregoing, this Letter may be terminated by either party upon sixty (60) days prior written notice. All outstanding Ehlers projects will be completed and invoiced prior to the deemed termination date.

To perform the engagement, Issuer agrees to provide Ehlers all documents and information as are deemed necessary to fulfill the Issuer’s reporting requirements related to the Tax Code, and within the applicable timeframe. Issuer agrees to provide Ehlers with timely and accurate information regarding pertinent cash and investment activity as well as pertinent revenue and expenditure activities for all funds related to the required service (“Arbitrage Information”).

The Issuer is obligated to pay arbitrage due within sixty (60) days of the related installment date. All installment date analysis information must be provided to Ehlers within thirty (30) days of Issuer’s receipt of any such request from Ehlers. The Issuer is ultimately responsible for the completion and filing of IRS Form 8038-T or 8038-R. Issuer, and not Ehlers, shall be responsible for payment of any arbitrage payment due and any interest or penalty for failure to make timely payments.

Ehlers shall deem all Arbitrage Information provided to it by the Issuer to be accurate and free of defect, as well as not containing any material misstatements, falsehoods, or omissions of fact. Issuer acknowledges that Ehlers shall be entitled to rely on all Arbitrage Information provided by the Issuer without further investigation as to its completeness or accuracy.

Issuer shall indemnify, hold harmless and defend Ehlers from and against any damages, costs or other liabilities (including reasonable attorneys' fees) arising from or relating to any breach of this Letter by Issuer, including, but not limited to, damages, costs and other liabilities arising out of any Arbitrage Information received and distributed by Ehlers. Further, in no event shall Ehlers' total aggregate liability under this Letter be more than the amount of fees paid by Issuer to Ehlers during the Term then in effect notwithstanding anything contained herein. In addition, Issuer acknowledges that Ehlers shall not be responsible and/or liable for any errors, misstatements or omissions associated with any arbitration report or filing form, or for the correction thereof, that was prepared or distributed by any party other than Ehlers.


This Letter constitutes the entire agreement between the parties and is intended to supersede all agreements, whether oral or written, between the parties that were entered into relative to the subject matter hereof prior to the effective date of this Letter. No amendment or modification of this Letter shall be deemed valid unless made in writing and signed by both parties.

This Letter covers the Issuer's current outstanding Obligations and any future Obligations that Ehlers is informed about. If the Issuer agrees to contract with Ehlers for Arbitrage Services, the Issuer must inform Ehlers in writing if they do not want Ehlers to provide Arbitrage services on any currently outstanding and/or future individual Obligations. The Ehlers Election Form for declining the specific obligation(s) is provided in Appendix B.

If our engagement under the terms of this Letter is acceptable, please sign this Letter in the appropriate signature block below and return a signed copy to us for our records. If, however, you do not wish to engage our services, please note that election and return a copy of this Letter to us.

Please contact me if you have any questions or would like to discuss our engagement further. Sincerely,

**EHLERS & ASSOCIATES, INC.**

  
Stephen H. Broden  
Senior Arbitrage Consultant | Managing Director



**SO ACCEPTED BY ISSUER**

Issuer hereby accepts this Letter and engages Ehlers to provide the services noted herein and executes this Letter as of the date noted below:

By: \_\_\_\_\_ Title: \_\_\_\_\_

Name: \_\_\_\_\_ Date: \_\_\_\_\_

**APPENDIX A**

**Arbitrage Consulting Services**

Ehlers will charge Issuer a consulting fee per obligation to provide Commingled Fund Analysis, advanced Consulting & Training, IRS Audit Assistance, IRS Payments & Overpayment Recoveries, and any atypical analysis not described above. Ehlers will charge fees in accordance with the fee schedule set forth below.

**Base fee** **\$300 per hour**

**Arbitrage Reporting Services**

Issuer engages Ehlers to provide the following services in connection with the preparation and distribution of Issuer’s arbitration reports, preparation of IRS filing forms, recommendations in connection with all Obligations of the Issuer subject to the Tax Code and for which arbitration reports or filings are required. During the Term of the engagement, Ehlers shall provide the services hereinafter described with respect to all existing Obligations subject to the Tax Code and having arbitration requirements. Ehlers shall provide these services for and any future Obligations that Ehlers is informed about. The Issuer must inform Ehlers in writing if they do not want Ehlers to provide Arbitration services on any currently outstanding and/or future individual Obligations (see Appendix B for the Ehlers Election Form).

Ehlers agrees to provide the following services to Issuer:

1. Maintain a system for computing and tracking the arbitration liability and future arbitration computation dates, as necessary.
2. Evaluate and make recommendations on record keeping practices for those funds and accounts subject to arbitration compliance.
3. Apprise Issuer of any changes in the arbitration regulations that may occur during the term of this Agreement.
4. Issuer acknowledges that, in its sole discretion, Ehlers may contract with third parties selected by Ehlers for the performance of some of the services to be performed hereunder.

If required, Ehlers will charge Issuer a report fee per obligation to determine spending exceptions, bona fide debt service fund exemptions, rebate and yield restriction amounts for all funds related to the Obligations. Ehlers will charge fees in accordance with the fee schedule set forth below.

**Base fee** **\$600 per bond year**

**Atypical Additions to Base Fee:**

Variable rate bond analysis	\$200 to \$500 per hour
IRS Form 8038-R preparation	\$500 to \$1,000 per form

**Discounts to Base Fee:**

Discretionary discounts	To be determined by Ehlers
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**Proposal per Issue:**

As shown above and on Debt Summary \*

*\*This adjustment replaces the Base Fee with the amount listed above for each affected obligation.*

Ehlers will invoice Issuer for the amount due. The invoice is due and payable by the Issuer within 60 days of the invoice date.

**Future Fee Changes**

Ehlers reserves the right to adjust fees during the Term of the engagement without prior consent of the Issuer, but not more than annually. Prior to any fee adjustments, the Issuer will be notified in writing of the revised fees and their effective date.

## **APPENDIX B**

### **Election Regarding Arbitrage Monitoring Services**

The City of St. Francis, Minnesota  
23340 Cree Street NW  
St. Francis, Minnesota 55070-0730

For the following Obligation(s)

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### **Obligation Par Amount and Legal Name**

The City of St. Francis, Minnesota ("Issuer") has issued the above-referenced obligation(s) which is/are subject to the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations. Issuer has elected not to retain Ehlers & Associates, Inc. ("Ehlers") to assist it in complying with the aforementioned arbitrage requirements. Ehlers shall have no liability to Issuer with respect to Issuer's actions or omissions involving the arbitrage provisions of the Internal Revenue Code of 1986 and related Treasury regulations.

**Executed this \_\_\_\_ day of \_\_\_\_\_, 20\_\_**

By:  
Title: \_\_\_\_\_

Name:  
Date: \_\_\_\_\_

# City of St. Francis, Minnesota

Outstanding Debt (As of 09/28/2023)

	Original Par Amount	Settlement Date	Final Maturity	Arbitrage Yield	Next Service Type	Next Service Date	Service Level	Arbitrage Provider	Budget	Notes
<b>General Obligation</b>										
General Obligation Capital Improvement Bonds, Series 2023A	\$ 13,000,000	8/24/2023	02/01/2053	3.98029870	Interim	08/24/2026	Reporting	Issuer	\$ 1,800	EIP Invests Bond Proceeds



**CITY COUNCIL  
AGENDA REPORT**

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Colette Baumgardner, Community Development Director  
**SUBJECT:** Geotechnical Services RFP  
**DATE:** November 6, 2023

**OVERVIEW**

Anoka County Regional Economic Development is facilitating a grant to help cover the predevelopment costs of development projects. The City received a grant to help fund the predevelopment work for geotechnical evaluation associated with a potential apartment development and potential city road through the site.

The grant amount is based on an initial estimate from Braun Intertec to complete twelve soiling borings across the site. These soil borings will provide critical information regarding the buildability of the site for future development.

**ACTION TO BE CONSIDERED**

Release Request for Proposals (RFP) for Geotechnical Services at 323424340035, 323424310016, and 323424310020, subject to City Attorney review as to form

**BUDGET IMPLICATION**

The grant is for the amount in the initial estimate from Braun Intertec. If the official proposal is for more than estimate, the City will be responsible for the difference. This expense would be covered by the Economic Development budget, and there should be sufficient funds already budgeted to cover any additional expense.

**ATTACHMENTS**

- RFP for Geotechnical Services
- Application



Request for Proposal  
for Geotechnical Services

Colette Baumgardner  
Community Development Director  
23340 Cree Street NW  
St. Francis, MN 55070  
(763) 753-2630

City of St. Francis

Request for Proposal  
Geotechnical Services

Location: Parcel IDs: 323424340035, 323424310016, and 323424310020

Issue Date: 11/7/2023  
Due Date: 11/15/2023

**REQUEST FOR PROPOSAL (RFP) – GEOTECHNICAL SERVICES**

Notice is hereby given that proposals will be received by the City of St. Francis for geotechnical services of the property located in St. Francis, Minnesota at the parcels identified as 323424340035, 323424310016, and 323424310020. Proposals received later than 5:30 pm on Wednesday, November 15, 2023 will not be considered. A copy of this Request for Proposal (RFP) may be obtained from the City’s website at <https://www.stfrancismn.org>.

The City reserves the right to reject any and all proposals and waive irregularities and informalities in the submittal and evaluation process. This RFP does not obligate the City to pay any costs incurred by respondents in the preparation and submission of a proposal. Furthermore, the RFP does not obligate the City to accept or contract for any expressed or implied services. The City assures that no person shall, on the grounds of race, color, national origin, or sex be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City further assures that every effort will be made to ensure non-discrimination in all of its programs and activities. In addition to nondiscrimination compliance requirements, the contractor(s) ultimately awarded a contract shall comply with federal, state, and local laws, statutes and ordinances relative to the execution of the work. This requirement includes, but is not limited to, protection of public and employee safety and health; environmental protection; waste reduction and recycling; the protection of natural resources; permits; fees; taxes; and similar subjects.

Dated this 7th day of November, 2023.

Colette Baumgardner  
Community Development Director  
23340 Cree Street NW  
St. Francis, MN 55070  
(763) 753-2630

### SCOPE OF WORK

Scope of work includes performing twelve soil borings, sealing boring holes, reviewing and testing samples, and creating a report that summarizes findings and provides recommendations on future development design. The borings should be split evenly between locations for public improvements/parking and residential construction areas shown below.



### WORK REQUIREMENTS

- 1) Work shall be completed between November 2023 and February 1, 2024.
- 2) All work will be done in accordance with state and local code and law requirements.
- 3) The work shall not damage existing property and the property be restored to initial conditions within reason.
- 4) Bidding contractors shall have, maintain, and provide written documentation of the following insurance requirements during the period of performance of services for the City.
  1. Commercial General Liability Insurance
    - a. \$1,500,000 per occurrence/\$2,000,000 annual aggregate
    - b. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. The City shall be endorsed as additional insured. All policies shall be written on an occurrence basis using ISO form CG 00 01 07 98 or its equivalent.



- c. Automobile Insurance
- d. Coverage shall be provided for hired, non-owned and owned auto.
- e. Minimum limits: \$1,500,000 per occurrence /\$1,500,000 annual aggregate
- 2. Workers’ Compensation and Employer’s Liability as required by Minnesota Law.
- 3. Certificate of insurance must indicate if the policy is issued on a claims-made or occurrence basis.
- 4. All Certificates of Insurance shall provide that the insurance company gives the City sixty (60) days prior written notice of cancellation, non-renewal and/or any material change in policy.
- 5. The above sub-paragraphs establish the City’s insurance requirements, and it is the sole responsibility of Contractor to purchase and maintain additional insurance that may be necessary in connection with this Proposal as it deems fit.
- 6. Certificate of Insurance must indicate if the policy is issued pursuant to these requirements. Contractor shall not commence work until the Contractor has obtained the required insurance and filed an acceptable Certificate of Insurance with the City. Copies of insurance policies shall be submitted to the City upon request.
- 7. Nothing in this RFP shall constitute a waiver by the City of any statutory or common law immunities, limits, or exceptions on liability.

Certificates shall specifically indicate if the policy is written with an admitted or non-admitted carrier. Best’s Rating for the insurer shall be noted on the Certificate, and shall not be less than A.

**RFP TIMELINE**

November 7, 2023	Release RFP
November 15, 2023	Proposals Due
November 20, 2023	Proposals Reviewed by City Council, Selection Made
November 21, 2023	Contractor Notified
February 1, 2024	Final Report Submitted

**TERMS AND CONDITIONS**

A. RFP Preparation Costs. Proposers shall bear all costs associated with proposal preparation, submission and attendance at presentation interviews, or any other activity associated with this RFP or otherwise.

B. Proposal Signature. The Cover Letter and Certification pages of the RFP shall be signed by the individual Proposer or a principal of the Proposer who is fully authorized to act on behalf of the Proposer(s) and can be held accountable for all representations.

C. Proposal Errors. Should the Proposer believe that an error appears in the RFP documents, Proposer shall notify the Project Information Contact below.

City of St. Francis  
Attn: Colette Baumgardner  
[cbaumgardner@stfrancismn.org](mailto:cbaumgardner@stfrancismn.org)  
763-235-2301

D. Withdrawal of Proposals. Any Proposer may withdraw a submitted proposal at any time by notifying, in writing, the Project Information Contact below.

City of St. Francis  
Attn: Colette Baumgardner  
[cbaumgardner@stfrancismn.org](mailto:cbaumgardner@stfrancismn.org)  
763-235-2301

E. Key Contact Person. The successful proposer will be expected to identify an individual to serve as the key contact person with the City. Any changes in the key contact person during the course of the project term must be agreed upon by the City, in advance.

F. Negotiation of Contract. The RFP award is subject to successful negotiation of a contract between the successful proposer and the City. The contract will include terms set forth in this section of the RFP and proposer's proposal. The City may, in its sole discretion, re-negotiate and/or award to another successful Proposer. Submission of a proposal as provided herein shall neither obligate nor entitle a prospective Proposer to enter into a contract with the City of St. Francis.

G. Proposer/City Relationship. The successful proposer will be required to work closely with City Staff during the course of the work.

H. Stop Work. The successful proposer shall stop work on the property and notify City if any additional work outside to the scope of work is identified.

I. Cost sheet Exceedance. Cost increases shall be submitted to the City in writing prior to authorization of payment.

**GENERAL CONDITIONS**

A. Invitation for Proposals. The issuance of this Request for Proposal ("RFP") constitutes only an invitation to submit proposals to the City of St. Francis. It is not to be construed as an official request for bids, but as a means by which the City can acquire information related to retaining Contractor services.

B. Submission of Proposals. The City is not obligated to respond to any proposal submitted nor is the City legally bound in any manner whatsoever by the submission of a proposal.

C. Compliance with Minimum Standards. The City reserves the right to determine, in its sole and absolute discretion, whether any aspect of any proposal satisfactorily meets the criteria established in this RFP.

D. Additions, Amendments, and Withdrawal/Cancellation of RFP. The City reserves the right to add to, amend, withdraw and/or cancel, in part or entirely, this RFP for any reason and at any time with no

liability to any prospective Proposer for any costs or expenses incurred in connection with the RFP or otherwise. If any part of the RFP is revised, addenda to the RFP will be provided to all Proposers who provided a copy of the RFP.

E. Cancellation. The City reserves the right, without any liability, to cancel the award of any proposals at any time before execution of any subsequent contract or agreement documents by all parties.

F. City Interests. The City reserves the right to reject any and all proposals which do not, in the City's judgment, serve the best interests of the City. The City also reserves the right to accept other than the lowest cost proposal.

G. City Rights. The City has broad rights with respect to the proposal detailed in this RFP. The City of St. Francis may decide to contract with more than one entity to develop the services contemplated herein. The City also reserves the right to:

- a. Withdraw this Request for Proposal at any time.
- b. Accept any proposal.
- c. Reject all proposals.
- d. Reject any proposal which, in its sole judgment, does not serve its best interests.
- e. Waive minor irregularities in the proposal request process.

H. Contract Negotiation. It is understood that any proposal received and evaluated by the City can be used as a basis for direct negotiation of the cost and terms of a contract between the City and the particular individual or entity submitting such a proposal. The City of St. Francis reserves the right to negotiate pertinent contract terms concurrently with any number of individuals or entities as it deems in the City's best interests, whether or not such individuals or entities submitted a proposal. It is the intention of the City to subsequently enter into a contract with the individual or entity with which the City can make the most satisfactory arrangements for its needs.

I. City Not Liable. It is agreed by and between the parties of this RFP that in no event shall the City itself nor any official, officer, employee, or agent of the City in any way be personally liable or responsible for any covenant or agreement therein obtained whether expressed or implied, nor for any statement, representation or warranty made herein or in any connection with this RFP.

J. Public Record/Confidentiality. Proposals submitted become a matter of public record. Information supplied by the Proposer to the City is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Such information is public unless it falls within one of the exceptions in the Act, such as security information, trade secret information, or labor relations information pursuant to Minnesota Statute Section 13.37. If the Proposer believes any non-public information will be supplied in response to the RFP, the Proposer shall take reasonable steps to identify and provide reasonable justification to the City regarding which data, if any, falls within the Minnesota Government Data Practices Act exceptions. The Proposer agrees as a condition of submitting a proposal that the City will not be held liable or accountable for any loss or damage which may result from a breach of confidentiality as may be related to the responses submitted.

K. Indemnification. To the fullest extent permitted by law, Proposers agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Proposer's negligence or the Proposer's performance or failure to perform its obligations under this Proposal and any

subsequent Agreement. Proposer's indemnification obligation shall apply to the Proposer's subcontractor(s), or anyone directly or indirectly employed or hired by Proposers, or anyone for whose acts Proposers may be liable. Proposers agree this indemnity obligation shall survive the completion or termination of work requested in this RFP and any subsequent Agreement.

L. Independent Contractor. It is expressly understood that the Proposers are an "independent contractor" and not an employee of the City. Proposers shall have control over the manner in which the Services are performed under their Proposal and any subsequent Agreement. Proposers shall supply, at its own expense, all materials, supplies, equipment and tools required to accomplish the Services contemplated by this RFP. Proposers shall not be entitled to any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits. Nothing in this RFP or any subsequent Agreement shall be deemed to constitute a partnership, joint venture or agency relationship between the Parties.

M. Proposers' Costs. The City shall not be responsible for any costs incurred by Proposers in connection with this RFP. This RFP also does not commit the City either to award a contract or to pay for any costs incurred in the preparation of a proposal.

N. Use of Proposal Ideas. The City reserves the right to use any or all Proposer ideas presented. Selection or rejection of the proposal does not affect this right.

O. Awarding of Contract. The City reserves the right not to award a contract to any Proposer(s) and to reject all proposals. If the City decides to award a contract(s), the City will award a contract(s) to the qualified Proposer(s) whose proposal the City determines best meets the needs of the City and standards of the Anoka County Predevelopment Grant.



## PREDEVELOPMENT GRANT APPLICATION

Property Address:

Property Owner(s) Name:  
(if owned by a business or LLC, name of primary contact):

PID Number(s), if known:

On a separate piece of paper, please answer the following:

1. Please describe the project. Detail the site, development potential, importance to the community, site complexities and compliance with municipal land use plans (zoning, Comp Plan, etc.) – 10 pts
2. Has an end-user been identified? Has a purchase agreement been executed?
3. Financial contribution - While no financial contribution is required, will the property owner be financially contributing to the “Total Expense” of all predevelopment activities outlined in the table below?
  - If so, how much?

Please complete:

PREDEVELOPMENT TASK:	CONTRACTOR:	TIMELINE FOR WORK:	BID/QUOTE AMOUNT (\$):
<i>Ex: Geotechnical Analysis</i>	<i>ABC GeoTech, LLC</i>		<i>\$1,234.12</i>
	<b><u>TOTAL EXPENSE</u></b>		\$ _____

\*\*\*Please include copies of all quotes/bids from chosen contractors with your application.

On a separate piece of paper, please answer the following:

**1. Please describe the project. Detail the site, development potential, importance to the community, site complexities and compliance with municipal land use plans (zoning, Comp Plan, etc.) – 10 pts**

This project is a horizontal mixed use development across PIDs: 32-34-24-31-0016, 32-34-24-34-0035, 32-34-24-34-0071, and 32-34-24-34-0033. The center parcels, 32-34-24-34-0035 and 32-34-24-31-0016, are guided for medium-high density residential. The corner lots, 32-34-24-34-0033 and 32-34-24-34-0071, will be used for 1-2 story commercial use, which is aligned with their guiding.

These parcels are critical to the City’s downtown district along Bridge Street. The residential component will add more residents to the district and provide housing with walking access to all three schools – elementary, middle, and high school – making it perfect for families and teachers. The school district has told the City that they are in critical need of affordable housing for teachers early in their careers.

The density is allows for 7 – 12 units per acre, and the City would be in support of an amendment for higher density. The current development partner is exploring the option for higher density to know if an apartment building would pencil out. The City has received a lot of interest from townhome developers on the site, but we would like to know if an apartment building is feasible before committing to lower density housing.

The commercial component will be the landmark that starts off the Bridge Street development. The lot previously housed a historic church that had fallen into disrepair, and it is has left a whole in the physical development of the City since. The City has little to no commercial vacancy currently, and we often have to sell perspective business owners that there is not an adequate space available for lease in the City.

The City acquired these parcels in 2018 and 2019 after they had fallen into disrepair. The City has since been going through the title and survey process, which has been challenging in this area with the Auditors plat. The survey was submitted to the County to be reviewed for Judicial Land Marker approval at the end of May, and the City is awaiting feedback for sending the courts for their review.

Once the JLM is in place, the City would like to make development of this site as easy as possible.

**2. Has an end-user been identified? Has a purchase agreement been executed?**

Yes – the City has entered into a Memorandum of Understanding with Northshore Development Partners for an apartment building. See MOU attached.

**3. Financial contribution - While no financial contribution is required, will the property owner be financially contributing to the “Total Expense” of all predevelopment activities outlined in the table below?**

City would like to retain its funds for any additional expenses occurred that may not be included in the estimate such as unexpected soil conditions.

**If so, how much?**

PREDEVELOPMENT TASK:	CONTRACTOR:	TIMELINE FOR WORK:	BID/QUOTE AMOUNT (\$):
Preliminary Geotechnical Evaluation	Braun Intertec	Fall 2023	\$8,500



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
 Natalie Santillo, Accounting Tech/Deputy Clerk  
**SUBJECT:** Payment of Claims  
**DATE:** November 6, 2023

**OVERVIEW:**

Attached are the bills received since the last council meeting. Total checks to be written are \$235,336.50 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments –N/A

Direct Transfers from Previous Month-N/A

Credit Card Payment- N/A

Manual Checks-N/A

**ACTION TO BE CONSIDERED:**

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

**BUDGET IMPLICATION:**

City bills

Attachments:

- Packet List-\$235,336.50



INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 11/07/2023 - 11/07/2023

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4L.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
<b>Vendor 17 - ALLIED BLACKTOP COMPANY</b>							
10911 00033559	ALLIED BLACKTOP COMPANY STREET SWEEPING 603-49490-40403	10/30/2023 JSHOOK STREET SWEEPING		7,865.00 7,865.00	7,865.00	Open	N 11/06/2023
Total Vendor 17 - ALLIED BLACKTOP COMPANY				7,865.00	7,865.00		
<b>Vendor 6592 - ALLINA HEALTH</b>							
.11142023 00033531	ALLINA HEALTH OUTPATIENT MEDS - SFFD 101-42210-40217	05/24/2023 NSANTILLO OTHER OPERATING SUPPLIES		493.14 493.14	493.14	Open	N 11/06/2023
Total Vendor 6592 - ALLINA HEALTH				493.14	493.14		
<b>Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD</b>							
1054 00033579	ALWAYS BRIGHT LIGHTS LTD REPAIRED/STICHD DAMAGED SUMMER BANNERS 101-45200-40311	11/01/2023 DMULVIHILL CONTRACT		150.00 150.00	150.00	Open	N 11/06/2023
Total Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD				150.00	150.00		
<b>Vendor 5496 - ANOKA COUNTY FIRE PROTECTION C</b>							
290 00033557	ANOKA COUNTY FIRE PROTECTION C EDUCATION/TRAINING-C. YOUNG	10/16/2023 NSANTILLO		240.00	240.00	Open	N 11/06/2023
Total Vendor 5496 - ANOKA COUNTY FIRE PROTECTION C				240.00	240.00		
<b>Vendor 3811 - ANOKA COUNTY TREASURY DEPT.</b>							
AR021430 00033490	ANOKA COUNTY TREASURY DEPT. PD - MICROPHONE & STATE ACCESS FEE 101-42110-40311 101-42110-40218	10/20/2023 NSANTILLO CONTRACT EQUIPMENT MAINTENANCE		911.52 720.00 191.52	911.52	Open	N 11/06/2023

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<b>Vendor 3811 - ANOKA COUNTY TREASURY DEPT.</b>							
<a href="#">B231017P</a> <a href="#">00033499</a>	ANOKA COUNTY TREASURY DEPT. BROADBAND	10/18/2023 NSANTILLO		225.00	225.00	Open	N 11/06/2023
	101-42110-40321	BROADBAND		37.50			
	101-42210-40321	BROADBAND		37.50			
	101-43100-40321	BROADBAND		37.50			
	101-45200-40321	BROADBAND		37.50			
	601-49440-40321	BROADBAND		37.50			
	602-49490-40321	BROADBAND		37.50			
Total Vendor 3811 - ANOKA COUNTY TREASURY DEPT.				<u>1,136.52</u>	<u>1,136.52</u>		
<b>Vendor 2591 - ASPEN MILLS</b>							
<a href="#">321865</a> <a href="#">00033510</a>	ASPEN MILLS CHANTHAPANYA-UNIFORMS	10/24/2023 DMULVIHILL CHANTHAPANYA-UNIFORMS		56.95	56.95	Open	N 11/06/2023
	101-42110-40437			56.95			
<a href="#">322279</a> <a href="#">00033580</a>	ASPEN MILLS UNIFORMS-HOM	10/31/2023 DMULVIHILL		29.70	29.70	Open	N 11/06/2023
	101-42110-40437	UNIFORMS		29.70			
Total Vendor 2591 - ASPEN MILLS				<u>86.65</u>	<u>86.65</u>		
<b>Vendor 53 - BELLBOY CORPORATION BAR SUPPLY</b>							
<a href="#">0201220200</a> <a href="#">00033471</a>	BELLBOY CORPORATION BAR SUPPLY LIQUOR	10/17/2023 CBUSKEY		1,636.49	1,636.49	Open	N 10/18/2023
	609-49751-40206	FREIGHT		13.20			
	609-49751-40251	LIQUOR		1,233.29			
	609-49751-40252	BEER		390.00			
<a href="#">0201389400</a> <a href="#">00033569</a>	BELLBOY CORPORATION BAR SUPPLY LIQUOR	10/31/2023 CBUSKEY		345.30	345.30	open	N 10/31/2023
	609-49751-40206	FREIGHT		3.30			
	609-49751-40251	LIQUOR		342.00			

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<b>Vendor 53 - BELLBOY CORPORATION BAR SUPPLY</b>							
0107558200 00033570	BELLBOY CORPORATION BAR SUPPLY MISC 609-49751-40206 609-49751-40254	10/31/2023 CBUSKEY FREIGHT MISCELLANEOUS MERCHANDISE		277.06 7.26 269.80	277.06	Open	N 10/31/2023
0201393300 00033571	BELLBOY CORPORATION BAR SUPPLY LIQUOR 609-49751-40206 609-49751-40251	10/31/2023 CBUSKEY FREIGHT LIQUOR		1,110.23 27.23 1,083.00	1,110.23	Open	N 10/31/2023
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY				3,369.08	3,369.08		
<b>Vendor 7244 - BREAKTHRU BEVERAGE</b>							
112652606 00033488	BREAKTHRU BEVERAGE LIQUOR/WINE/MISC 609-49751-40206 609-49751-40251 609-49751-40253 609-49751-40254	10/19/2023 CBUSKEY FREIGHT LIQUOR WINE MISCELLANEOUS MERCHANDISE		4,500.67 61.24 3,785.02 492.00 162.41	4,500.67	Open	N 10/20/2023
112758911 00033543	BREAKTHRU BEVERAGE LIQUOR/WINE/MISC 609-49751-40206 609-49751-40254 609-49751-40253 609-49751-40251	10/26/2023 CBUSKEY FREIGHT MISCELLANEOUS MERCHANDISE WINE LIQUOR		6,273.53 116.00 77.25 180.00 5,900.28	6,273.53	Open	N 10/26/2023
Total Vendor 7244 - BREAKTHRU BEVERAGE				10,774.20	10,774.20		
<b>Vendor 9937 - CIVICPLUS LLC</b>							
280037 00033473	CIVICPLUS LLC WEBSITE 11-01-2023 TO 10-31-2024 101-41110-40441	11/01/2023 DMULVIHILL WEBSITE 11-01-2023 TO 10-31-2024		4,311.50 4,311.50	4,311.50	Open	N 11/06/2023
Total Vendor 9937 - CIVICPLUS LLC				4,311.50	4,311.50		
<b>Vendor 4854 - CRYSTAL SPRINGS ICE</b>							

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<b>Vendor 4854 - CRYSTAL SPRINGS ICE</b>							
4007559							
00033544	CRYSTAL SPRINGS ICE	10/27/2023		142.40	142.40	Open	N
	MISC		CBUSKEY				10/27/2023
	609-49751-40206		FREIGHT	4.00			
	609-49751-40254		MISCELLANEOUS MERCHANDISE	138.40			
Total Vendor 4854 - CRYSTAL SPRINGS ICE				142.40	142.40		
<b>Vendor 91 - DAHLHEIMER DIST. CO. INC.</b>							
2029544							
00033470	DAHLHEIMER DIST. CO. INC.	10/18/2023		6,796.95	6,796.95	Open	N
	BEER/NA		CBUSKEY				10/18/2023
	609-49751-40255		N/A PRODUCTS	190.20			
	609-49751-40252		BEER	6,606.75			
2027638							
00033472	DAHLHEIMER DIST. CO. INC.	10/16/2023		199.00	199.00	Open	N
	BEER		CBUSKEY				10/18/2023
	609-49751-40252		BEER	199.00			
2034617							
00033514	DAHLHEIMER DIST. CO. INC.	10/25/2023		15,327.56	15,327.56	Open	N
	BEER		CBUSKEY				10/25/2023
	609-49751-40255		N/A PRODUCTS	36.00			
	609-49751-40252		BEER	15,291.56			
2035950							
00033545	DAHLHEIMER DIST. CO. INC.	10/27/2023		408.90	408.90	Open	N
	BEER		CBUSKEY				10/27/2023
	609-49751-40252		BEER	408.90			
2039617							
00033581	DAHLHEIMER DIST. CO. INC.	11/01/2023		10,953.30	10,953.30	Open	N
	BEER/NA		CBUSKEY				11/01/2023
	609-49751-40255		N/A PRODUCTS	79.80			
	609-49751-40252		BEER	10,873.50			
Total Vendor 91 - DAHLHEIMER DIST. CO. INC.				33,685.71	33,685.71		
<b>Vendor 10649 - DIAMOND MOWERS</b>							

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<b>Vendor 10649 - DIAMOND MOWERS</b>							
250268 00033502	DIAMOND MOWERS MOWER 402-43100-40588	09/21/2023 NSANTILLO MISCELLANEOUS EQUIPMENT		21,885.00 21,885.00	21,885.00	Open	N 11/06/2023
Total Vendor 10649 - DIAMOND MOWERS				21,885.00	21,885.00		
<b>Vendor 6028 - DUSTY S DRAIN CLEANING</b>							
N23-525 00033503	DUSTY S DRAIN CLEANING WINTERIZE PARK BUILDING 101-45200-40401	10/24/2023 DMULVIHILL BUILDINGS MAINTENANCE		245.00 245.00	245.00	Open	N 11/06/2023
Total Vendor 6028 - DUSTY S DRAIN CLEANING				245.00	245.00		
<b>Vendor 107 - ECM PUBLISHERS, INC.</b>							
969675 00033500	ECM PUBLISHERS, INC. RESOLUTION 2023-61 101-41400-40351	10/20/2023 NSANTILLO RESOLUTION 2023-61		91.37 91.37	91.37	Open	N 11/06/2023
Total Vendor 107 - ECM PUBLISHERS, INC.				91.37	91.37		
<b>Vendor 110 - ELECTRO WATCHMAN, INC.</b>							
412435 00033561	ELECTRO WATCHMAN, INC. LICENSE/SOFTWARE UPDATE 101-45200-40401 101-43100-40401 101-42110-40401 101-41940-40401 601-49440-40401 602-49490-40401	10/26/2023 NSANTILLO BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE		2,382.30 397.05 397.05 397.05 397.05 397.05 397.05	2,382.30	Open	N 11/06/2023
Total Vendor 110 - ELECTRO WATCHMAN, INC.				2,382.30	2,382.30		
<b>Vendor 545 - ELITE SANITATION</b>							

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<b>Vendor 545 - ELITE SANITATION</b>							
30163 00033363	ELITE SANITATION PORTABLE RENTAL 9/17-10/14/2023 101-45200-40402	10/13/2023 NSANTILLO JANITORIAL SERVICE		1,032.50 1,032.50	1,032.50	Open	N 11/06/2023
30234 00033563	ELITE SANITATION PORTABLE TOILET RENTAL 10/24/2023 101-45200-40402	10/24/2023 NSANTILLO		122.00 122.00	122.00	Open	N 11/06/2023
Total Vendor 545 - ELITE SANITATION				1,154.50	1,154.50		
<b>Vendor 3447 - FERGUSON WATERWORKS #2516</b>							
WL005799 00033360	FERGUSON WATERWORKS #2516 DOLLAR GENERAL 601-49440-40259	10/05/2023 NSANTILLO WATER METERS		880.43 880.43	880.43	Open	N 11/06/2023
Total Vendor 3447 - FERGUSON WATERWORKS #2516				880.43	880.43		
<b>Vendor 7512 - GREAT LAKES COCA-COLA</b>							
38166352014 00033485	GREAT LAKES COCA-COLA MISC 609-49751-40254	10/20/2023 CBUSKEY MISCELLANEOUS MERCHANDISE		878.82 878.82	878.82	Open	N 10/20/2023
Total Vendor 7512 - GREAT LAKES COCA-COLA				878.82	878.82		
<b>Vendor 1145 - HACH COMPANY</b>							
13796490 00033554	HACH COMPANY CHEMICALS 602-49490-40235	10/27/2023 DMULVIHILL LAB SUPPLIES		345.74 345.74	345.74	Open	N 11/06/2023
Total Vendor 1145 - HACH COMPANY				345.74	345.74		
<b>Vendor 1645 - HAKANSON ANDERSON ASSOC., INC.</b>							

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<b>Vendor 1645 - HAKANSON ANDERSON ASSOC., INC.</b>							
51672 00033518	HAKANSON ANDERSON ASSOC., INC. MISC SITE PLAN REVIEWS 803-00000-22005 803-00000-22198 803-00000-22194 101-41910-40303	10/17/2023 NSANTILLO		944.00	944.00	Open	N 11/06/2023
		AUTO ZONE #5100 ST. FRANCIS ST. FRANCIS DENTAL CLINIC		472.00 236.00			
		NORTHRUP GRUMANN SITE PLAN-21 ENGINEERING FEES		118.00 118.00			
51673 00033519	HAKANSON ANDERSON ASSOC., INC. TURTLE PONDS 5TH ADDITION 101-41910-40303	10/17/2023 NSANTILLO		59.00	59.00	Open	N 11/06/2023
		ENGINEERING FEES		59.00			
51674 00033520	HAKANSON ANDERSON ASSOC., INC. RIVERS EDGE 5TH ADDITION 803-00000-22043	10/17/2023 NSANTILLO		236.00	236.00	Open	N 11/06/2023
		RIVERS EDGE 5TH ADDITION		236.00			
51675 00033521	HAKANSON ANDERSON ASSOC., INC. DOLLAR GENERAL 803-00000-22192	10/17/2023 NSANTILLO		1,806.80	1,806.80	Open	N 11/06/2023
		DOLLAR GENERAL		1,806.80			
51676 00033522	HAKANSON ANDERSON ASSOC., INC. VISTA PRAIRIE 803-00000-22179	10/17/2023 NSANTILLO		295.00	295.00	Open	N 11/06/2023
		VISTA PRAIRIE		295.00			
51677 00033523	HAKANSON ANDERSON ASSOC., INC. RIVERS EDGE 6TH ADDITION 803-00000-22043	10/17/2023 NSANTILLO		1,132.57	1,132.57	Open	N 11/06/2023
		RIVERS EDGE 6TH ADDITION		1,132.57			
51678 00033524	HAKANSON ANDERSON ASSOC., INC. SERENITY AT SEELYE BROOK 803-00000-22004	10/17/2023 NSANTILLO		409.00	409.00	Open	N 11/06/2023
		SERENITY AT SEELYE BROOK		409.00			
51679 00033525	HAKANSON ANDERSON ASSOC., INC. POPPY ST & 229TH RECON PROJECT 405-43100-40806	10/17/2023 NSANTILLO		422.48	422.48	Open	N 11/06/2023
		POPPY ST & 229TH RECON PROJECT		422.48			

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<b>Vendor 1645 - HAKANSON ANDERSON ASSOC., INC.</b>							
51680 00033526	HAKANSON ANDERSON ASSOC., INC. PATRIOT PARKWAY 405-43100-40809	10/17/2023 NSANTILLO PATRIOT PARKWAY		118.00 118.00	118.00	Open	N 11/06/2023
51681 00033527	HAKANSON ANDERSON ASSOC., INC. 2023 STREET REHAB PROJECT 405-43100-40811	10/17/2023 NSANTILLO 2023 STREET REHAB PROJECT		2,208.50 2,208.50	2,208.50	Open	N 11/06/2023
51682 00033528	HAKANSON ANDERSON ASSOC., INC. GENERAL ENGINEERING 101-41910-40303	10/17/2023 NSANTILLO ENGINEERING FEES		413.00 413.00	413.00	Open	N 11/06/2023
51683 00033529	HAKANSON ANDERSON ASSOC., INC. ROUTINE RETAINER 101-41910-40303 101-43100-40303 101-45200-40303 601-49440-40303 602-49490-40303 603-49490-40303	10/17/2023 NSANTILLO ROUTINE RETAINER ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES		800.00 133.33 133.33 133.33 133.33 133.33 133.35	800.00	Open	N 11/06/2023
51684 00033530	HAKANSON ANDERSON ASSOC., INC. BUILDING PERMIT REVIEWS 101-42400-40303	10/17/2023 NSANTILLO BUILDING PERMIT REVIEWS		147.00 147.00	147.00	Open	N 11/06/2023
Total Vendor 1645 - HAKANSON ANDERSON ASSOC., INC.				8,991.35	8,991.35		
<b>Vendor 1175 - HAWKINS, INC.</b>							
6603163 00033374	HAWKINS, INC. CHLORINE 601-49440-40216	10/15/2023 DMULVIHILL CHEMICALS		10.00 10.00	10.00	Open	N 11/06/2023
6602698 00033375	HAWKINS, INC. CHLORINE 602-49490-40216	10/15/2023 DMULVIHILL CHEMICALS		20.00 20.00	20.00	Open	N 11/06/2023
Total Vendor 1175 - HAWKINS, INC.							



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<b>Vendor 1175 - HAWKINS, INC.</b>							
				30.00	30.00		
<b>Vendor 7513 - HOISINGTON KOEGLER GROUP, INC</b>							
018-041-61 00033474	HOISINGTON KOEGLER GROUP, INC PLANNING SERVICES 101-41910-40311 803-00000-22001 803-00000-22191 803-00000-22194 803-00000-22198 803-00000-22004 803-00000-22005 803-00000-22140 404-41400-40589	10/14/2023 CBAUMGARDNER GENERAL PLANNING TURTLE PONDS 6TH-2022 BLUFFS NORTHRUP GRUMANN SITE PLAN-21 ST. FRANCIS DENTAL CLINIC SERENITY AT SEELYE BROOK AUTO ZONE #5100 ST. FRANCIS MINNETONKA GAME-ORD AMENDMENT CITY HALL/FIRE STATION		4,846.56 888.59 295.00 277.50 100.00 185.00 693.82 798.95 1,393.95 213.75	4,846.56	Open	N 11/06/2023
Total Vendor 7513 - HOISINGTON KOEGLER GROUP, INC				4,846.56	4,846.56		
<b>Vendor 10098 - INDIAN ISLAND WINERY</b>							
5237 00033515	INDIAN ISLAND WINERY WINE 609-49751-40253	10/16/2023 CBUSKEY WINE		301.44 301.44	301.44	Open	N 10/25/2023
Total Vendor 10098 - INDIAN ISLAND WINERY				301.44	301.44		
<b>Vendor 10476 - IUOE LOCAL #49</b>							
.11012023 00033507	IUOE LOCAL #49 NOVEMBER UNION DUES 101-00000-21707	11/01/2023 NSANTILLO NOVEMBER UNION DUES		306.00 306.00	306.00	Open	N 11/06/2023
Total Vendor 10476 - IUOE LOCAL #49				306.00	306.00		
<b>Vendor 154 - JOHNSON BROS WHLSE LIQUOR</b>							
2407067 00033482	JOHNSON BROS WHLSE LIQUOR LIQUOR 609-49751-40206 609-49751-40251	10/19/2023 CBUSKEY FREIGHT LIQUOR		4,867.16 96.49 4,770.67	4,867.16	open	N 10/19/2023

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<b>Vendor 154 - JOHNSON BROS WHLSE LIQUOR</b>							
2407068 00033483	JOHNSON BROS WHLSE LIQUOR WINE	10/19/2023 CBUSKEY		2,076.62	2,076.62	Open	N 10/19/2023
	609-49751-40206	FREIGHT		50.96			
	609-49751-40253	WINE		2,025.66			
2411623 00033535	JOHNSON BROS WHLSE LIQUOR LIQUOR	10/26/2023 CBUSKEY		6,501.34	6,501.34	open	N 10/26/2023
	609-49751-40206	FREIGHT		67.34			
	609-49751-40251	LIQUOR		6,434.00			
2411624 00033536	JOHNSON BROS WHLSE LIQUOR WINE	10/26/2023 CBUSKEY		404.74	404.74	open	N 10/26/2023
	609-49751-40206	FREIGHT		12.74			
	609-49751-40253	WINE		392.00			
Total Vendor 154 - JOHNSON BROS WHLSE LIQUOR				13,849.86	13,849.86		
<b>Vendor 5182 - KIMS KLEANING</b>							
9893 00033546	KIMS KLEANING WWTP CLEANING	10/26/2023 DMULVIHILL		324.50	324.50	Open	N 11/06/2023
	602-49490-40402	JANITORIAL SERVICE		324.50			
9892 00033547	KIMS KLEANING POLICE CLEANING	10/26/2023 DMULVIHILL		1,062.00	1,062.00	Open	N 11/06/2023
	101-42110-40402	JANITORIAL SERVICE		1,062.00			
9891 00033548	KIMS KLEANING WATER PLANT CLEANING	10/26/2023 DMULVIHILL		236.00	236.00	open	N 11/06/2023
	601-49440-40402	JANITORIAL SERVICE		236.00			
9890 00033549	KIMS KLEANING PUBLIC WORKS CLEANING	10/26/2023 DMULVIHILL		1,062.00	1,062.00	Open	N 11/06/2023
	601-49440-40402	JANITORIAL SERVICE		265.50			
	602-49490-40402	JANITORIAL SERVICE		265.50			
	101-43100-40402	JANITORIAL SERVICE		265.50			
	101-45200-40402	JANITORIAL SERVICE		265.50			

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<b>Vendor 5182 - KIMS KLEANING</b>							
9889 00033550	KIMS KLEANING COMMUNITY CENTER CLEANING 101-45000-40402	10/26/2023 DMULVIHILL JANITORIAL SERVICE		118.00 118.00	118.00	Open	N 11/06/2023
9888 00033551	KIMS KLEANING CITY HALL CLEANING 101-41940-40402	10/26/2023 DMULVIHILL JANITORIAL SERVICE		354.00 354.00	354.00	Open	N 11/06/2023
Total Vendor 5182 - KIMS KLEANING				3,156.50	3,156.50		
<b>Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.</b>							
.11012023 OFFIC 00033508	LAW ENFORCEMENT LABOR SVCS. NOVEMBER OFFICER DUES 101-00000-21707	11/01/2023 NSANTILLO NOVEMBER OFFICER DUES		540.00 540.00	540.00	Open	N 11/06/2023
.11012023 SGT 00033509	LAW ENFORCEMENT LABOR SVCS. NOVEMBER SGT DUES 101-00000-21707	11/01/2023 NSANTILLO NOVEMBER SGT DUES		67.50 67.50	67.50	Open	N 11/06/2023
Total Vendor 3135 - LAW ENFORCEMENT LABOR SVCS.				607.50	607.50		
<b>Vendor 561 - LEAGUE OF MN CITIES</b>							
.10162023 00033358	LEAGUE OF MN CITIES MN MAYORS DUES 2023-2024 101-41110-40433	10/16/2023 DMULVIHILL MN MAYORS DUES 2023-2024		30.00 30.00	30.00	Open	N 11/06/2023
.10152023 00033359	LEAGUE OF MN CITIES MEMBERSHIP DUES 2023-2024 101-41400-40433	10/15/2023 DMULVIHILL MEMBERSHIP DUES 2023-2024		9,287.00 9,287.00	9,287.00	Open	N 11/06/2023
Total Vendor 561 - LEAGUE OF MN CITIES				9,317.00	9,317.00		
<b>Vendor 165 - LMC INSURANCE TRUST</b>							

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<b>Vendor 165 - LMC INSURANCE TRUST</b>							
.10172023 00033364	LMC INSURANCE TRUST	10/17/2023		46,253.00	46,253.00	Open	N 11/06/2023
	PROPERTY INSURANCE 1ST QTR AND LIQUOR LI DMULVIHILL						
	609-49750-40360	LIQUOR LIABILITY INSURANCE		2,762.00			
	609-49750-40360	INSURANCE		5,353.72			
	602-49490-40360	INSURANCE		8,406.81			
	601-49440-40360	INSURANCE		5,501.61			
	101-49200-40360	INSURANCE		13.05			
	101-45200-40360	INSURANCE		5,044.96			
	101-45000-40360	INSURANCE		4.35			
	101-43210-40360	INSURANCE		152.22			
	101-43100-40360	INSURANCE		4,753.57			
	101-42400-40360	INSURANCE		447.96			
	101-42210-40360	INSURANCE		2,126.71			
	101-42110-40360	INSURANCE		8,567.73			
	101-41940-40360	INSURANCE		752.39			
	101-41910-40360	INSURANCE		621.92			
	101-41600-40360	INSURANCE		156.57			
	101-41500-40360	INSURANCE		504.50			
	101-41410-40360	INSURANCE		21.75			
	101-41400-40360	INSURANCE		969.85			
	101-41110-40360	INSURANCE		91.33			
Total Vendor 165 - LMC INSURANCE TRUST				46,253.00	46,253.00		
<b>Vendor 7906 - LUBE-TECH</b>							
339684 00033573	LUBE-TECH	10/27/2023		427.91	427.91	Open	N 11/06/2023
	SUPPLIES	DMULVIHILL					
	602-49490-40229	PROJECT MAINTENANCE		427.91			
Total Vendor 7906 - LUBE-TECH				427.91	427.91		
<b>Vendor 202 - MCDONALD DIST CO.</b>							
714422 00033371	MCDONALD DIST CO.	10/18/2023		3,180.50	3,180.50	Open	N 10/18/2023
	BEER/NA	CBUSKEY					
	609-49751-40255	N/A PRODUCTS		27.70			
	609-49751-40252	BEER		3,152.80			

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<b>Vendor 202 - MCDONALD DIST CO.</b>							
715528 00033513	MCDONALD DIST CO. BEER/NA 609-49751-40255 609-49751-40252	10/25/2023 CBUSKEY N/A PRODUCTS BEER		14,262.55 149.50 14,113.05	14,262.55	Open	N 10/25/2023
716681 00033574	MCDONALD DIST CO. LIQUOR 609-49751-40251	11/01/2023 CBUSKEY LIQUOR		307.40 307.40	307.40	Open	N 11/01/2023
5810268 00033575	MCDONALD DIST CO. BEER 609-49751-40252	11/01/2023 CBUSKEY BEER		(20.30) (20.30)	(20.30)	Open	N 11/01/2023
716680 00033576	MCDONALD DIST CO. BEER 609-49751-40252	11/01/2023 CBUSKEY BEER		(61.30) (61.30)	(61.30)	Open	N 11/01/2023
716720 00033577	MCDONALD DIST CO. BEER 609-49751-40252	11/01/2023 CBUSKEY BEER		2,984.60 2,984.60	2,984.60	Open	N 11/01/2023
Total Vendor 202 - MCDONALD DIST CO.				20,653.45	20,653.45		
<b>Vendor 3689 - METRO SALES, INC.</b>							
INV2385291 00033491	METRO SALES, INC. COPIES 101-42110-40311	10/16/2023 NSANTILLO COPIES		421.43 421.43	421.43	Open	N 11/06/2023
Total Vendor 3689 - METRO SALES, INC.				421.43	421.43		
<b>Vendor 181 - METRO WEST INSPECTIONS SERVICE</b>							
3829 00033373	METRO WEST INSPECTIONS SERVICE INSPECTION SERVICES 101-42400-40311	09/07/2023 CBAUMGARDNER METRO WEST CONTRACT		1,366.06 1,366.06	1,366.06	Open	N 11/06/2023
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE							

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<b>Vendor 181 - METRO WEST INSPECTIONS SERVICE</b>							
				1,366.06	1,366.06		
<b>Vendor 3505 - MN MUNICIPAL UTILITIES ASSOC.</b>							
62563							
00033558	MN MUNICIPAL UTILITIES ASSOC. QTRLY SAFETY PROGRAM	10/26/2023 DMULVIHILL		6,830.00	6,830.00	Open	N 11/06/2023
	101-41400-40311	CONTRACT		683.00			
	101-42110-40311	CONTRACT		683.00			
	101-42210-40311	CONTRACT		683.00			
	101-43100-40311	CONTRACT		1,024.50			
	101-45200-40311	CONTRACT		1,024.50			
	601-49440-40311	CONTRACT		1,024.50			
	602-49490-40311	CONTRACT		1,024.50			
	609-49750-40311	CONTRACT		683.00			
Total Vendor 3505 - MN MUNICIPAL UTILITIES ASSOC.				6,830.00	6,830.00		
<b>Vendor 4745 - MN NCPERS LIFE INSURANCE</b>							
733400112023							
00033505	MN NCPERS LIFE INSURANCE 11/1/2023-11/30/2023 COVERAGE	10/01/2023 NSANTILLO		128.00	128.00	Open	N 11/06/2023
	101-00000-21713	11/1/2023-11/30/2023 COVERAGE		128.00			
Total Vendor 4745 - MN NCPERS LIFE INSURANCE				128.00	128.00		
<b>Vendor 6697 - MN STATE FIRE DEPT ASSOCIATION</b>							
2024 - MSFDA							
00033501	MN STATE FIRE DEPT ASSOCIATION 2024 MSFDA MEMBERSHIP DUES	10/24/2023 NSANTILLO		225.00	225.00	Open	N 11/06/2023
	101-42210-40433	DUES AND SUBSCRIPTIONS		225.00			
Total Vendor 6697 - MN STATE FIRE DEPT ASSOCIATION				225.00	225.00		
<b>Vendor 1121 - O' Reilly Auto Parts, Inc.</b>							
1539-225122							
00033560	O' Reilly Auto Parts, Inc. FD - BATTERY	10/25/2023 NSANTILLO		156.02	156.02	Open	N 11/06/2023
	101-42210-40221	VEHICLE MAINTENANCE		156.02			
Total Vendor 1121 - O' Reilly Auto Parts, Inc.				156.02	156.02		

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<b>Vendor 1121 - O' Reilly Auto Parts, Inc.</b>							
<b>Vendor 3753 - PAUSTIS WINE COMPANY</b>							
217091 00033511	PAUSTIS WINE COMPANY WINE 609-49751-40206 609-49751-40253	10/23/2023 CBUSKEY		448.50	448.50	Open	N 10/23/2023
		FREIGHT		12.50			
		WINE		436.00			
217710 00033568	PAUSTIS WINE COMPANY WINE 609-49751-40206 609-49751-40253	10/31/2023 CBUSKEY		264.00	264.00	Open	N 10/31/2023
		FREIGHT		8.00			
		WINE		256.00			
Total Vendor 3753 - PAUSTIS WINE COMPANY				712.50	712.50		
<b>Vendor 213 - PEPSI COLA</b>							
71156055 00033512	PEPSI COLA MISC 609-49751-40254	10/24/2023 CBUSKEY		389.25	389.25	Open	N 10/24/2023
		MISCELLANEOUS MERCHANDISE		389.25			
Total Vendor 213 - PEPSI COLA				389.25	389.25		
<b>Vendor 214 - PHILLIPS WINE &amp; SPIRITS CO.</b>							
6677122 00033484	PHILLIPS WINE & SPIRITS CO. LIQUOR 609-49751-40206 609-49751-40251	10/19/2023 CBUSKEY		490.07	490.07	Open	N 10/19/2023
		FREIGHT		6.07			
		LIQUOR		484.00			
6680626 00033537	PHILLIPS WINE & SPIRITS CO. LIQUOR 609-49751-40206 609-49751-40251	10/26/2023 CBUSKEY		2,130.76	2,130.76	Open	N 10/26/2023
		FREIGHT		40.05			
		LIQUOR		2,090.71			
6680630 00033538	PHILLIPS WINE & SPIRITS CO. MISC 609-49751-40206 609-49751-40254	10/26/2023 CBUSKEY		112.14	112.14	Open	N 10/26/2023
		FREIGHT		3.64			
		MISCELLANEOUS MERCHANDISE		108.50			

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<b>Vendor 214 - PHILLIPS WINE &amp; SPIRITS CO.</b>							
6680629 00033539	PHILLIPS WINE & SPIRITS CO. WINE 609-49751-40206 609-49751-40253	10/26/2023 CBUSKEY FREIGHT WINE		2,163.54 67.34 2,096.20	2,163.54	Open	N 10/26/2023
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO.				4,896.51	4,896.51		
<b>Vendor 458 - QUILL CORPORATION</b>							
35168966 00033562	QUILL CORPORATION CITY COUNCIL NAME PLAQUE 101-41110-40441	10/17/2023 NSANTILLO MISCELLANEOUS		16.98 16.98	16.98	Open	N 11/06/2023
Total Vendor 458 - QUILL CORPORATION				16.98	16.98		
<b>Vendor 10014 - RED BULL DISTRIBUTION CO INC.</b>							
2012659527 00033567	RED BULL DISTRIBUTION CO INC. MISC 609-49751-40254	10/31/2023 CBUSKEY MISCELLANEOUS MERCHANDISE		145.76 145.76	145.76	Open	N 10/31/2023
Total Vendor 10014 - RED BULL DISTRIBUTION CO INC.				145.76	145.76		
<b>Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC</b>							
B010853 00033372	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 1 COOLER 1 602-49490-40313	10/16/2023 DMULVIHILL SAMPLE TESTING		496.58 496.58	496.58	Open	N 11/06/2023
B008794 00033478	RMB ENVIRONMENTAL LABORATORIES, INC LOW LEVEL MERCURY 602-49490-40313	05/05/2023 DMULVIHILL SAMPLE TESTING		346.30 346.30	346.30	Open	N 11/06/2023
B010974 00033479	RMB ENVIRONMENTAL LABORATORIES, INC ALL WEEKS COOLER 2 602-49490-40313	10/19/2023 DMULVIHILL SAMPLE TESTING		162.26 162.26	162.26	Open	N 11/06/2023



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<b>Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC</b>							
<a href="#">B010933</a> <a href="#">00033480</a>	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1 602-49490-40313	10/19/2023 DMULVIHILL SAMPLE TESTING		214.53 214.53	214.53	Open	N 11/06/2023
<a href="#">B011014</a> <a href="#">00033516</a>	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS2-4 COOLER1 602-49490-40313	10/25/2023 DMULVIHILL SAMPLE TESTING		214.53 214.53	214.53	Open	N 11/06/2023
<a href="#">B011044</a> <a href="#">00033517</a>	RMB ENVIRONMENTAL LABORATORIES, INC ALL WEEKS COOLER 2 602-49490-40313	10/25/2023 DMULVIHILL SAMPLE TESTING		162.26 162.26	162.26	Open	N 11/06/2023
<a href="#">B011082</a> <a href="#">00033572</a>	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1 602-49490-40313	10/31/2023 DMULVIHILL SAMPLE TESTING		214.53 214.53	214.53	Open	N 11/06/2023
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				1,810.99	1,810.99		
<b>Vendor 6072 - ROYAL SUPPLY, INC</b>							
<a href="#">5495</a> <a href="#">00033489</a>	ROYAL SUPPLY, INC SUPPLIES 101-41940-40210 101-42110-40217 101-43100-40217 101-45200-40217 601-49440-40217 602-49490-40217	10/19/2023 DMULVIHILL OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES		340.25 56.71 56.71 56.71 56.71 56.71 56.70	340.25	Open	N 11/06/2023
Total Vendor 6072 - ROYAL SUPPLY, INC				340.25	340.25		
<b>Vendor 231 - RUSSELL'S LOCK &amp; KEY</b>							
<a href="#">A46753</a> <a href="#">00033565</a>	RUSSELL'S LOCK & KEY KEYED PADLOCKS 602-49490-40229	10/31/2023 NSANTILLO PROJECT MAINTENANCE		312.00 312.00	312.00	Open	N 11/06/2023
Total Vendor 231 - RUSSELL'S LOCK & KEY				312.00	312.00		

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<b>Vendor 231 - RUSSELL'S LOCK &amp; KEY</b>							
<b>Vendor 7455 - SOUTHERN GLAZERS OF MN</b>							
2403105 00033486	SOUTHERN GLAZERS OF MN LIQUOR 609-49751-40251	10/19/2023 CBUSKEY		4,073.76	4,073.76	Open	N 10/20/2023
	609-49751-40251	FREIGHT		40.96			
	609-49751-40251	LIQUOR		4,032.80			
2403106 00033487	SOUTHERN GLAZERS OF MN WINE 609-49751-40206	10/19/2023 CBUSKEY		484.48	484.48	Open	N 10/20/2023
	609-49751-40253	FREIGHT		4.48			
	609-49751-40253	WINE		480.00			
2405654 00033540	SOUTHERN GLAZERS OF MN LIQUOR 609-49751-40206	10/26/2023 CBUSKEY		2,429.38	2,429.38	Open	N 10/26/2023
	609-49751-40251	FREIGHT		19.20			
	609-49751-40251	LIQUOR		2,410.18			
2405652 00033541	SOUTHERN GLAZERS OF MN WINE 609-49751-40206	10/26/2023 CBUSKEY		86.99	86.99	Open	N 10/26/2023
	609-49751-40253	FREIGHT		1.28			
	609-49751-40253	WINE		85.71			
2405653 00033542	SOUTHERN GLAZERS OF MN LIQUOR 609-49751-40206	10/26/2023 CBUSKEY		6,369.15	6,369.15	Open	N 10/26/2023
	609-49751-40251	FREIGHT		78.08			
	609-49751-40251	LIQUOR		6,291.07			
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				13,443.76	13,443.76		
<b>Vendor 8792 - ST. FRANCIS AREA SCHOOLS</b>							
.070123-082123 00033365	ST. FRANCIS AREA SCHOOLS COUNCIL MEETING JULY-AUGUST 101-41110-40441	10/17/2023 NSANTILLO		402.50	402.50	Open	N 11/06/2023
	101-41110-40441	COUNCIL MEETING JULY-AUGUST		402.50			

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<b>Vendor 8792 - ST. FRANCIS AREA SCHOOLS</b>							
<b>.070123-0831202</b>							
00033366	ST. FRANCIS AREA SCHOOLS PLANNING & ZONING MEETING ROOM 101-41110-40441	10/17/2023 NSANTILLO PLANNING & ZONING MEETING ROOM		110.00 110.00	110.00	Open	N 11/06/2023
Total Vendor 8792 - ST. FRANCIS AREA SCHOOLS				512.50	512.50		
<b>Vendor 7007 - STERICYCLE, INC</b>							
<b>8005047038</b>							
00033504	STERICYCLE, INC SHREDDING 602-49490-40200 601-49440-40200 101-45200-40200 101-43100-40200 101-41400-40200 101-42110-40200	10/20/2023 NSANTILLO SHREDDING SHREDDING SHREDDING SHREDDING SHREDDING SHREDDING		728.33 121.39 121.39 121.39 121.39 121.39 121.38	728.33	Open	N 11/06/2023
Total Vendor 7007 - STERICYCLE, INC				728.33	728.33		
<b>Vendor 255 - STREICHER</b>							
<b>1661224</b>							
00033555	STREICHER UNIFORMS 208-00000-10100	10/20/2023 NSANTILLO CASH		620.50 620.50	620.50	Open	N 11/06/2023
<b>1661212</b>							
00033556	STREICHER UNIFORMS 101-42110-40237	10/20/2023 NSANTILLO SMALL EQUIPMENT		206.67 206.67	206.67	Open	N 11/06/2023
Total Vendor 255 - STREICHER				827.17	827.17		
<b>Vendor 863 - THE BERNICK COMPANIES</b>							
<b>10140367</b>							
00033477	THE BERNICK COMPANIES BEER/NA 609-49751-40255 609-49751-40252	10/19/2023 CBUSKEY N/A PRODUCTS BEER		619.30 28.70 590.60	619.30	Open	N 10/19/2023

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<b>Vendor 863 - THE BERNICK COMPANIES</b>							
10142907 00033533	THE BERNICK COMPANIES MISC 609-49751-40254	10/26/2023 CBUSKEY		24.50	24.50	Open	N 10/26/2023
		MISCELLANEOUS MERCHANDISE		24.50			
10142906 00033534	THE BERNICK COMPANIES BEER/NA 609-49751-40255 609-49751-40252	10/26/2023 CBUSKEY		526.45	526.45	Open	N 10/26/2023
		N/A PRODUCTS		49.20			
		BEER		477.25			
Total Vendor 863 - THE BERNICK COMPANIES				1,170.25	1,170.25		
<b>Vendor 9559 - TIMESAVER OFF SITE SEC. INC</b>							
M28640 00033362	TIMESAVER OFF SITE SEC. INC 10.02.2023 CITY COUNCIL MINUTES 101-41400-40311	10/12/2023 NSANTILLO		159.00	159.00	Open	N 11/06/2023
		COUNCIL		159.00			
Total Vendor 9559 - TIMESAVER OFF SITE SEC. INC				159.00	159.00		
<b>Vendor 4231 - USABBLUEBOOK</b>							
INV00164450 00033506	USABBLUEBOOK METERS 601-49440-40259	10/13/2023 NSANTILLO		1,479.53	1,479.53	Open	N 11/06/2023
		WATER METERS		1,479.53			
Total Vendor 4231 - USABBLUEBOOK				1,479.53	1,479.53		
<b>Vendor 5790 - WATER CONSERVATION SERVICE, IN</b>							
13561 00033582	WATER CONSERVATION SERVICE, IN LEAK LOCATE	11/01/2023 DMULVIHILL		407.28	407.28	Open	N 11/06/2023
Total Vendor 5790 - WATER CONSERVATION SERVICE, IN				407.28	407.28		
<b># of Invoices:</b>				<b>235,418.10</b>	<b>235,418.10</b>		
108	<b># Due:</b>	108	<b>Totals:</b>				

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 11/07/2023 - 11/07/2023

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4L.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
# of Credit Memos:	2	# Due: 2		Totals:	(81.60)		
Net of Invoices and Credit Memos:					235,336.50		
--- TOTALS BY FUND ---							
	101 GENERAL FUND			55,733.87	55,733.87		
	208 POLICE FORFEITURE			620.50	620.50		
	402 CAPITAL EQUIPMENT FUND			21,885.00	21,885.00		
	404 BUILDING IMPROVEMENT FUND			213.75	213.75		
	405 STREET IMPROVEMENT FUND			2,748.98	2,748.98		
	601 WATER FUND			10,143.55	10,143.55		
	602 SEWER FUND			13,683.92	13,683.92		
	603 STORM WATER FUND			7,998.35	7,998.35		
	609 LIQUOR FUND			113,211.71	113,211.71		
	803 ESCROW			8,449.59	8,449.59		
--- TOTALS BY DEPT/ACTIVITY ---							
	0000 UNASSIGNED			10,111.59	10,111.59		
	41110 CITY COUNCIL			4,962.31	4,962.31		
	41400 ADMINISTRATION			11,525.36	11,525.36		
	41410 ELECTIONS			21.75	21.75		
	41500 FINANCE			504.50	504.50		
	41600 LEGAL			156.57	156.57		
	41910 COMMUNITY DEVELOPMENT			2,233.84	2,233.84		
	41940 GOVERNMENT BUILDINGS			1,560.15	1,560.15		
	42110 POLICE			12,551.64	12,551.64		
	42210 FIRE			3,721.37	3,721.37		
	42400 BUILDING INSPECTIONS			1,961.02	1,961.02		
	43100 STREETS			31,423.53	31,423.53		
	43210 RECYCLING			152.22	152.22		
	45000 COMMUNITY CENTER			122.35	122.35		
	45200 PARKS			8,630.44	8,630.44		
	49200 UNALLOCATED			13.05	13.05		
	49440 ADMINISTRATION			10,143.55	10,143.55		
	49490 ADMINISTRATION			21,682.27	21,682.27		
	49750 LIQUOR STORE			8,798.72	8,798.72		
	49751 MERCHANDISE PURCHASES			104,412.99	104,412.99		



# CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
**SUBJECT:** Miscellaneous Special Assessments  
**DATE:** November 6, 2023

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**OVERVIEW:**

Attached is the resolution to certify delinquent bills to 2024 taxes. They include utility billing accounts, storm water fees, admin citations and other fees. The council needs to hold a public hearing to allow for comment.

**ACTION TO BE CONSIDERED:**

Council can resolve to certify these past due bills to the properties 2024 taxes. These will be a one-year assessment due and payable next year. There is a 10% fee added this covers the costs associated with assessing these bills.

There is one appeal attached from University Avenue on their Administrative Citation.

**BUDGET IMPLICATION:**

Collecting revenues due to the city.

Attachments:

- Resolution 2023-63
- Assessments-Exhibit 1-Utility Bills-2023
- Assessments-Exhibit 2-Storm Water-2023
- Assessments-Exhibit 3-Administrative Citations & Other-2023
- University Appeal-2023

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

**RESOLUTION 2023-63**

**A RESOLUTION AUTHORIZING AND DIRECTING  
CERTIFICATION OF MUNICIPAL UTILITY SERVICES, MAINTENANCE OF PRIVATE  
PROPERTY, ADMINISTRATIVE CIVIL NOTICE FEES, AND REPAIR OF LEAKS AS A  
LIEN UPON PREMISES**

WHEREAS, the City of St. Francis Code Section 3-1-4: H provides as follows:

**3-1-4: RULES AND REGULATIONS RELATING TO MUNICIPAL  
UTILITIES:**

**H. Municipal Utility Services and Charges a Lien:**

- 1. Payment for all municipal utility (as that term is defined in City Code, Section 3.01) service and charges shall be the primary responsibility of the owner of the premises served and shall be billed to him unless otherwise contracted for and authorized in writing by the owner and the tenant, as agent for the owner, and consented to by the City of St. Francis, Minnesota. The City may collect the same in a civil action or, in the alternative and at the option of the City, as otherwise provided in this Subdivision.
- 2. Each such account is hereby made a lien upon the premises served. All such accounts which are more than thirty (30) days past due may, when authorized by resolution of the Council, be certified by the City Clerk of the City of St. Francis, Minnesota, to the County Auditor, and the City Clerk\ in so certifying shall specify the amount thereof, the description of the premises served, and the name of the owner thereof. The amount so certified shall be extended by the Auditor on the tax rolls against such premises in the same manner as other taxes, and collected by the County Treasurer, and paid to the City along with other taxes.

**2-7-5: SPECIAL ASSESSMENT FOR COST RECOVERY:**

- B. Assessment. Charges for any services unpaid after billing for at least ninety (90) days, and after notice and hearing, may be certified to the County Auditor and collected as any other special assessment.

and

WHEREAS, THE City of St. Francis Code Section 2-11-3: E. 3(a)

**2-11-3: ADMINISTRATIVE ENFORCEMENT OF CODE REGULATIONS-  
PROCEDURE**

City of St. Francis  
Resolution 2023-  
Page 2

E. PAYMENT AND PENALTY:

3. No Payment of Penalty and No Correction of Violation. If the owner fails to pay the administrative civil penalty but fails to correct the City Code violation, the City may do any of the following, or any combination thereof:  
a. Assess the administrative civil penalty against the property pursuant to Minnesota Statutes Chapter 429.

and

WHEREAS, the following accounts are more than thirty (30) days past due:

<u>Parcel Number</u>	<u>Property Address</u>	<u>Amount Owed</u>
See Exhibit 1 - Section 3-1-4 & 2-7-5	Delinquent Utility Bills	One Year Assessment
See Exhibit 2 - Section 3-1-4 & 2-7-5	Delinquent Storm Water Fees	One Year Assessment
See Exhibit 3 - Section 2-11-3	Delinquent Administrative Civil Penalty & Other	One Year Assessment

NOW, THEREFORE, BE IT RESOLVED by the City of St. Francis that the City Clerk of the City of St. Francis certify to the County Auditor of the County of Anoka, State of Minnesota, the amounts thereof, the description of the premises served and the name of the owner thereof.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>th</sup> DAY OF NOVEMBER, 2023

APPROVED:

ATTEST:

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

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

Attachments: Exhibits 1, 2 & 3



**City of St. Francis  
Utility Bill Assessments-2023**

**Exhibit 1  
County Fund #**

Parcel Number	Address	Amount	10%	Total
32-34-24-34-0030	3631 BRIDGE ST NW	\$ 6,402.40	640.24	7,042.64
31-34-24-34-0089	22967 MAKAH ST NW	\$ 5,407.98	540.80	5,948.78
33-34-24-21-0052	2882 235TH AVE	\$ 5,340.81	534.08	5,874.89
33-34-24-33-0010	3085 BRIDGE ST NW	\$ 4,011.38	401.14	4,412.52
31-34-24-31-0008	4531 230TH LN NW	\$ 3,484.54	348.45	3,832.99
33-34-24-21-0051	23641 FLORA CT NW	\$ 2,657.21	265.72	2,922.93
31-34-24-34-0023	22932 NAVAJO ST NW	\$ 2,575.09	257.51	2,832.60
32-34-24-21-0009	23514 UNDERCLIFT CT NW	\$ 2,535.86	253.59	2,789.45
31-34-24-34-0088	22953 MAKAH ST NW	\$ 2,497.84	249.78	2,747.62
33-34-24-24-0033	23453 EIDELWEISS ST NW	\$ 2,419.65	241.97	2,661.62
33-34-24-24-0017	2892 234TH LN NW	\$ 2,324.37	232.44	2,556.81
33-34-24-23-0030	3050 234TH LN NW	\$ 2,211.04	221.10	2,432.14
05-33-24-24-0106	22645 VINTAGE ST NW	\$ 2,199.66	219.97	2,419.63
33-34-24-33-0056	23093 KERRY ST NW	\$ 2,110.95	211.10	2,322.05
33-34-24-23-0014	3038 234TH LN NW	\$ 2,043.78	204.38	2,248.16
33-34-24-13-0044	23423 CROCUS ST NW	\$ 2,008.88	200.89	2,209.77
31-34-24-11-0032	23656 ELDORADO ST NW	\$ 1,992.37	199.24	2,191.61
31-34-24-34-0035	23058 NAVAJO ST	\$ 1,926.21	192.62	2,118.83
33-34-24-42-0020	2790 232ND LN NW	\$ 1,885.91	188.59	2,074.50
32-34-24-21-0006	23527 UNDERCLIFT CT NW	\$ 1,858.62	185.86	2,044.48
33-34-24-31-0086	2798 232ND LN NW	\$ 1,828.84	182.88	2,011.72
32-34-24-21-0041	3694 236TH LN NW	\$ 1,798.27	179.83	1,978.10
31-34-24-31-0045	23150 LIPAN ST NW	\$ 1,793.72	179.37	1,973.09
32-34-24-11-0017	3279 235TH LN NW	\$ 1,728.70	172.87	1,901.57
33-34-24-21-0064	23640 EIDELWEISS ST NW	\$ 1,695.45	169.55	1,865.00
33-34-24-32-0045	23222 KERRY ST NW	\$ 1,674.82	167.48	1,842.30
31-34-24-11-0047	23645 ELDORADO ST NW	\$ 1,663.99	166.40	1,830.39
32-34-24-23-0020	23311 YUCCA ST NW	\$ 1,650.92	165.09	1,816.01
33-34-24-31-0028	2873 233RD LN NW	\$ 1,637.32	163.73	1,801.05
31-34-24-31-0041	4455 232ND CT NW	\$ 1,618.96	161.90	1,780.86
32-34-24-12-0052	3429 236TH LANE NW	\$ 1,608.89	160.89	1,769.78
33-34-24-43-0077	2732 230TH CT NW	\$ 1,538.51	153.85	1,692.36
33-34-24-42-0012	2783 231ST LN NW	\$ 1,520.49	152.05	1,672.54
31-34-24-43-0036	4336 230TH AVE NW	\$ 1,504.11	150.41	1,654.52
05-33-24-12-0039	3448 228TH AVE NW	\$ 1,494.59	149.46	1,644.05
31-34-24-34-0091	22991 MAKAH ST NW	\$ 1,489.66	148.97	1,638.63
32-34-24-24-0013	23310 WOODBINE ST NW	\$ 1,488.33	148.83	1,637.16
05-33-24-24-0104	22709 VINTAGE ST NW	\$ 1,463.71	146.37	1,610.08
31-34-24-34-0073	4452 231ST AVE NW	\$ 1,451.72	145.17	1,596.89
31-34-24-34-0044	23010 MAKAH ST	\$ 1,428.41	142.84	1,571.25
33-34-24-23-0041	23346 JONQUIL ST	\$ 1,422.86	142.29	1,565.15
31-34-24-34-0036	4531 229TH LN NW	\$ 1,417.55	141.76	1,559.31
31-34-24-42-0008	23117 GUARANI ST NW	\$ 1,409.90	140.99	1,550.89

**City of St. Francis  
Utility Bill Assessments-2023**

**Exhibit 1  
County Fund #**

Parcel Number	Address	Amount	10%	Total
32-34-24-11-0009	3332 235TH AVE NW	\$ 1,381.16	138.12	1,519.28
32-34-24-11-0004	3258 235TH AVE NW	\$ 1,327.72	132.77	1,460.49
33-34-24-12-0113	2787 235TH AVE NW	\$ 1,326.67	132.67	1,459.34
31-34-24-34-0007	23021 KIOWA ST NW	\$ 1,311.89	131.19	1,443.08
05-33-24-23-0003	3864 225TH LN NW	\$ 1,311.73	131.17	1,442.90
31-34-24-41-0083	23145 ELDORADO ST NW	\$ 1,307.95	130.80	1,438.75
31-34-24-43-0024	4315 230TH AVE NW	\$ 1,300.37	130.04	1,430.41
33-34-24-31-0080	23168 DAHLIA ST NW	\$ 1,286.53	128.65	1,415.18
32-34-24-34-0018	22950 WOODBINE ST NW	\$ 1,278.00	127.80	1,405.80
33-34-24-21-0105	23641 EIDELWEISS ST NW	\$ 1,264.27	126.43	1,390.70
32-34-24-32-0038	23226 YUCCA ST NW	\$ 1,258.81	125.88	1,384.69
31-34-24-34-0041	22978 MAKAH ST NW	\$ 1,254.76	125.48	1,380.24
05-33-24-23-0049	3820 227TH AVE NW	\$ 1,247.93	124.79	1,372.72
05-33-24-23-0002	3908 225TH LN NW	\$ 1,218.34	121.83	1,340.17
31-34-24-11-0051	23694 DAKOTAH ST NW	\$ 1,215.29	121.53	1,336.82
33-34-24-24-0019	2875 234TH LN NW	\$ 1,214.39	121.44	1,335.83
31-34-24-31-0065	23221 NAVAJO ST NW	\$ 1,189.05	118.91	1,307.96
31-34-24-34-0064	4505 230TH LN NW	\$ 1,167.12	116.71	1,283.83
05-33-24-24-0078	3745 227TH AVE NW	\$ 1,150.13	115.01	1,265.14
33-34-24-32-0019	23161 IVYWOOD ST NW	\$ 1,147.94	114.79	1,262.73
31-34-24-42-0040	23159 FOX ST NW	\$ 1,130.72	113.07	1,243.79
33-34-24-43-0048	2693 230TH CT NW	\$ 1,125.52	112.55	1,238.07
05-33-24-23-0008	3814 225TH LN NW	\$ 1,103.37	110.34	1,213.71
32-34-24-32-0037	23238 YUCCA ST NW	\$ 1,097.58	109.76	1,207.34
33-34-24-24-0023	2827 234TH LN	\$ 1,075.62	107.56	1,183.18
32-34-24-23-0029	3936 233RD LN NW	\$ 1,056.03	105.60	1,161.63
33-34-24-33-0014	23085 IVYWOOD ST NW	\$ 1,047.68	104.77	1,152.45
06-33-24-11-0034	22785 ELDORADO ST	\$ 1,043.82	104.38	1,148.20
05-33-24-23-0046	3844 227TH AVE NW	\$ 1,039.43	103.94	1,143.37
31-34-24-31-0014	4524 231ST AVE NW	\$ 1,024.16	102.42	1,126.58
32-34-24-12-0046	23600 QUAY ST NW	\$ 1,003.08	100.31	1,103.39
33-34-24-43-0222	2651 230TH CT NW	\$ 987.18	98.72	1,085.90
06-33-24-11-0033	22787 ELDORADO ST	\$ 983.80	98.38	1,082.18
32-34-24-11-0011	3358 235TH AVE NW	\$ 982.29	98.23	1,080.52
32-34-24-31-0019	23125 AMBASSADOR BLVD NW	\$ 979.79	97.98	1,077.77
32-34-24-12-0062	23604 QUAY ST NW	\$ 966.63	96.66	1,063.29
31-34-24-31-0074	4535 232ND LN NW	\$ 962.29	96.23	1,058.52
33-34-24-31-0036	2868 233RD LN	\$ 954.20	95.42	1,049.62
33-34-24-12-0102	23571 CROCUS ST NW	\$ 949.74	94.97	1,044.71
33-34-24-32-0015	23109 KERRY ST NW	\$ 921.42	92.14	1,013.56
32-34-24-21-0005	23535 UNDERCLIFT CT NW	\$ 918.48	91.85	1,010.33
33-34-24-42-0032	2759 232ND LN NW	\$ 916.14	91.61	1,007.75
32-34-24-43-0024	22926 POPPY ST NW	\$ 914.84	91.48	1,006.32

**City of St. Francis  
Utility Bill Assessments-2023**

**Exhibit 1  
County Fund #**

Parcel Number	Address	Amount	10%	Total
33-34-24-31-0008	23176 GLADIOLA ST NW	\$ 905.91	90.59	996.50
32-34-24-23-0008	23390 AMBASSADOR BLVD NW	\$ 900.16	90.02	990.18
33-34-24-23-0022	23307 JONQUIL ST NW	\$ 899.55	89.96	989.51
33-34-24-43-0070	2747 230TH CT NW	\$ 893.27	89.33	982.60
06-33-24-11-0068	22874 DAKOTAH ST NW	\$ 891.20	89.12	980.32
33-34-24-43-0201	2761 231ST AVE	\$ 889.79	88.98	978.77
33-34-24-21-0093	23549 EIDELWEISS ST NW	\$ 869.92	86.99	956.91
32-34-24-11-0037	3264 235TH LN NW	\$ 835.79	83.58	919.37
05-33-24-23-0018	3812 226TH AVE NW	\$ 834.64	83.46	918.10
33-34-24-43-0213	2625 230TH CT	\$ 808.93	80.89	889.82
31-34-24-34-0024	22944 NAVAJO ST NW	\$ 794.34	79.43	873.77
33-34-24-21-0050	23633 FLORA CT	\$ 790.85	79.09	869.94
33-34-24-32-0054	3038 232ND LN NW	\$ 787.08	78.71	865.79
33-34-24-31-0088	2828 233RD LN NW	\$ 783.56	78.36	861.92
06-33-24-11-0026	4158 228TH AVE NW	\$ 775.07	77.51	852.58
31-34-24-31-0019	23111 NAVAJO ST NW	\$ 754.53	75.45	829.98
32-34-24-23-0035	23382 YUCCA ST NW	\$ 754.51	75.45	829.96
05-33-24-24-0015	3641 226TH AVE NW	\$ 743.78	74.38	818.16
32-34-24-32-0031	23233 YUCCA ST NW	\$ 739.61	73.96	813.57
32-34-24-12-0022	3420 235TH LN NW	\$ 726.75	72.68	799.43
32-34-24-21-0014	3658 235TH LN NW	\$ 723.61	72.36	795.97
33-34-24-31-0067	23121 EIDELWEISS ST NW	\$ 721.54	72.15	793.69
31-34-24-42-0043	23199 FOX ST	\$ 720.11	72.01	792.12
05-33-24-21-0011	3725 RIVER DR	\$ 691.97	69.20	761.17
33-34-24-43-0068	2743 230TH CT NW	\$ 691.57	69.16	760.73
06-33-24-11-0099	4148 228TH AVE NW	\$ 687.57	68.76	756.33
31-34-24-34-0040	22966 MAKAH ST	\$ 670.22	67.02	737.24
32-34-24-12-0042	3555 235TH LN NW	\$ 670.18	67.02	737.20
06-33-24-11-0055	4127 228TH AVE NW	\$ 663.67	66.37	730.04
33-34-24-24-0009	2842 234TH AVE NW	\$ 659.36	65.94	725.30
05-33-24-24-0047	3748 226TH AVE NW	\$ 649.19	64.92	714.11
31-34-24-42-0035	23108 JIVARO ST NW	\$ 646.38	64.64	711.02
31-34-24-42-0058	23252 FOX ST NW	\$ 615.31	61.53	676.84
32-34-24-34-0066	23020 BUTTERFIELD DR	\$ 598.00	59.80	657.80
32-34-24-31-0034	3690 232ND AVE NW	\$ 556.55	55.66	612.21
33-34-24-32-0035	23255 KERRY ST NW	\$ 535.77	53.58	589.35
05-33-24-23-0042	3780 227TH CT NW	\$ 534.88	53.49	588.37
33-34-24-24-0008	2830 234TH AVE NW	\$ 517.41	51.74	569.15
32-34-24-31-0015	23109 BUTTERFIELD DR NW	\$ 511.75	51.18	562.93
33-34-24-32-0017	23129 KERRY ST NW	\$ 500.92	50.09	551.01
32-34-24-21-0012	23546 UNDERCLIFT CT NW	\$ 495.18	49.52	544.70
05-33-24-21-0017	22819 RUM RIVER BLVD NW	\$ 491.32	49.13	540.45
05-33-24-21-0018	22763 RUM RIVER BLVD NW	\$ 483.07	48.31	531.38

**City of St. Francis  
Utility Bill Assessments-2023**

**Exhibit 1  
County Fund #**

Parcel Number	Address	Amount	10%	Total
31-34-24-11-0053	23606 ST FRANCIS BLVD NW	\$ 474.69	47.47	522.16
33-34-24-42-0042	23179 ARROWHEAD ST NW	\$ 450.73	45.07	495.80
33-34-24-23-0048	23295 IVYWOOD ST	\$ 444.31	44.43	488.74
33-34-24-21-0094	23569 EIDELWEISS ST NW	\$ 435.75	43.58	479.33
31-34-24-41-0076	23154 DAKOTAH ST NW	\$ 431.25	43.13	474.38
05-33-24-24-0100	22753 VINTAGE ST NW	\$ 408.17	40.82	448.99
32-34-24-21-0036	23588 VINTAGE ST NW	\$ 406.19	40.62	446.81
06-33-24-11-0058	4119 228TH AVE NW	\$ 399.81	39.98	439.79
32-34-24-21-0026	3605 235TH LN NW	\$ 399.31	39.93	439.24
31-34-24-14-0030	4000 DEGARDNER CIR NW	\$ 395.81	39.58	435.39
31-34-24-34-0048	4506 230TH LN NW	\$ 382.35	38.24	420.59
05-33-24-12-0058	22795 SILVEROD ST NW	\$ 357.14	35.71	392.85
31-34-24-42-0020	23153 JIVARO ST NW	\$ 355.97	35.60	391.57
06-33-24-11-0096	4132 228TH AVE NW	\$ 348.16	34.82	382.98
32-34-24-43-0023	22918 POPPY ST NW	\$ 345.05	34.51	379.56
32-34-24-32-0036	23242 YUCCA ST NW	\$ 328.22	32.82	361.04
33-34-24-31-0069	23107 EIDELWEISS ST NW	\$ 317.42	31.74	349.16
33-34-24-21-0009	23598 HEATHER ST NW	\$ 296.31	29.63	325.94
05-33-24-24-0005	3736 225TH LN NW	\$ 281.39	28.14	309.53
05-33-24-23-0047	3838 227TH AVE NW	\$ 272.22	27.22	299.44
05-33-24-24-0086	3758 227TH CT NW	\$ 266.15	26.62	292.77
31-34-24-34-0078	4462 230TH LN NW	\$ 260.49	26.05	286.54
33-34-24-32-0046	23210 KERRY ST NW	\$ 258.18	25.82	284.00
33-34-24-23-0036	23398 JONQUIL ST	\$ 249.31	24.93	274.24
32-34-24-34-0066	23020 BUTTERFIELD DR	\$ 246.59	24.66	271.25
33-34-24-21-0100	2823 236TH CT NW	\$ 246.26	24.63	270.89
33-34-24-33-0028	23094 IVYWOOD ST NW	\$ 212.61	21.26	233.87
32-34-24-31-0046	23135 BUTTERFIELD DR NW	\$ 211.69	21.17	232.86
32-34-24-22-0009	23647 AMBASSADOR BLVD NW	\$ 194.93	19.49	214.42
31-34-24-31-0029	4440 231ST CT NW	\$ 191.55	19.16	210.71
31-34-24-42-0053	23210 FOX ST NW	\$ 171.01	17.10	188.11
33-34-24-23-0042	23334 JONQUIL ST	\$ 155.46	15.55	171.01
33-34-24-33-0022	3058 230TH LN NW	\$ 147.56	14.76	162.32
31-34-24-24-0061	22939 NAVAJO ST	\$ 137.04	13.70	150.74
05-33-24-12-0015	22876 QUAY ST NW	\$ 131.94	13.19	145.13
33-34-24-42-0061	23332 ARROWHEAD ST NW	\$ 128.43	12.84	141.27
33-34-24-42-0010	2757 231ST AVE NW	\$ 111.10	11.11	122.21
06-33-24-11-0044	22806 ELDORADO ST NW	\$ 101.61	10.16	111.77
32-34-24-24-0022	23308 YUCCA ST NW	\$ 100.44	10.04	110.48
33-34-24-23-0045	23302 JONQUIL ST	\$ 70.00	7.00	77.00
33-34-24-31-0017	23181 GLADIOLA ST NW	\$ 66.48	6.65	73.13
32-34-24-21-0012	23546 UNDERCLIFT CT NW	\$ 59.97	6.00	65.97
32-34-24-34-0053	22945 RUM RIVER BLVD NW	\$ 54.50	5.45	59.95

**City of St. Francis  
Utility Bill Assessments-2023**

**Exhibit 1  
County Fund #**

<b>Parcel Number</b>	<b>Address</b>	<b>Amount</b>	<b>10%</b>	<b>Total</b>
33-34-24-42-0031	2743 232ND LN	\$ 54.18	5.42	59.60
33-34-24-13-0036	23478 ARROWHEAD ST	\$ 47.27	4.73	52.00
05-33-24-24-0096	22650 VINTAGE ST NW	\$ 47.08	4.71	51.79
31-34-24-34-0034	23068 NAVAJO ST NW	\$ 31.69	3.17	34.86
05-33-24-12-0057	3491 227TH AVE NW	\$ 12.09	1.21	13.30
31-34-24-31-0011	4131 232ND AVE NW	\$ 9.52	0.95	10.47

Total \$ 184,488.28 \$ 18,448.83 \$ 202,937.11

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
05-33-24-12-0015	22876 QUAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0031	3468 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0039	3448 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0040	3440 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0044	22816 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0045	22808 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0046	22792 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0051	22759 ROSE CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0057	3491 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-12-0058	22795 SILVEROD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-13-0016	22547 TULIP ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-13-0018	22557 TULIP ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-13-0028	22537 TULIP ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-13-0030	22520 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-13-0032	22600 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-21-0007	22865 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-21-0011	3725 RIVER DR NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-21-0017	22819 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0001	3920 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0002	3908 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0003	3864 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0006	3840 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0007	3822 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0008	3814 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0015	3811 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0018	3812 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0027	22552 ZEA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0028	3845 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0029	3837 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0030	3829 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0031	3821 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0032	3813 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0041	3770 227TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0042	3780 227TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0043	3782 NW 227TH COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0044	3781 227TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0047	3838 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0048	3830 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0049	3820 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0050	3812 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0051	3802 227TH AVENUE GOV	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-23-0055	3950 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0003	3752 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0004	3744 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0005	3736 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0006	3728 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0010	3662 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0015	3641 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0016	3633 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0023	3765 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0025	3749 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0028	3725 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0029	3717 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0030	3709 225TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0037	3634 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0040	3656 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
05-33-24-24-0041	3700 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0042	3708 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0044	3724 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0045	3732 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0047	3748 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0048	3756 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0050	3765 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0051	3757 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0054	3733 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0055	3725 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0058	3701 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0061	22507 TULIP ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0062	22509 TULIP ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0071	3615 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0072	3617 226TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0076	3759 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0077	3751 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0078	3745 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0079	3735 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0080	3727 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0081	3715 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0085	3752 227TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0086	3758 227TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0089	3762 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0092	3740 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0093	3730 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0095	3716 227TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0096	22650 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0104	22709 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
05-33-24-24-0106	22645 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0026	4158 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0030	4174 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0034	22785 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0035	22772 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0037	22780 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0038	22784 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0041	22796 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0044	22806 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0045	4163 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0046	4161 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0047	4157 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0048	4153 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0053	4135 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0054	4131 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0055	4127 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0057	4121 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0058	4119 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0061	22844 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0062	22848 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0064	22856 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0067	22870 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0068	22874 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0085	22861 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0086	22857 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0087	22853 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0093	4120 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
06-33-24-11-0096	4132 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0099	4148 228TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-11-0100	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
06-33-24-13-0006	4140 SAINT FRANCIS BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-11-0002	24457 DOGWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-11-0004	24409 DOGWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-12-0003	24350 DOGWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-12-0004	24302 DOGWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-21-0002	410 245TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-21-0003	480 245TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-21-0004	532 245TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-21-0005	550 245TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-32-0015	23920 NORWAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-33-0002	611 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-24-33-0014	633 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-13-0002	5144 241ST CT NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-13-0004	5131 241ST CT NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-21-0001	24295 ERKIUM ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-22-0003	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-22-0004	24425 SEELYE BROOK DR NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-31-0004	5341 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-31-0009	23940 COBALT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-31-0014	5214 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-32-0001	5425 240TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-32-0003	5519 240TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-32-0005	24028 GERMANIUM ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-32-0009	5521 239TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-32-0010	5475 239TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-33-0001	5409 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-33-0002	5425 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-33-0006	5555 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-34-0003	5261 238TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-34-0004	5202 238TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-34-0010	5304 238TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0002	4838 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0003	4874 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0005	23993 UTE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0006	23951 UTE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0008	23902 UTE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0012	4885 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-41-0013	4915 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-42-0004	5190 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-42-0010	5179 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0003	23745 XKIMO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0005	5113 238TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0007	5153 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0008	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0009	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-43-0013	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-44-0004	4889 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-44-0007	4830 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-44-0010	4922 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-44-0012	4953 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
25-34-25-44-0015	23736 ROANOKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-41-0017	1057 240TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-41-0019	833 240TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00



**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
26-34-24-41-0025	23980 PALM ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-41-0027	23936 PALM ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-43-0004	23723 UNITY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-43-0009	23870 UNITY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-43-0010	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-43-0011	23766 UNITY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-43-0013	23807 UNITY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0016	867 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0017	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0018	23825 SYCAMORE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0021	23834 PALM ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0022	976 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-24-44-0024	23791 SYCAMORE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-11-0004	24298 SEELYE BROOK DR NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-12-0006	24421 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-12-0008	5846 245TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-12-0009	24428 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-13-0005	24251 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-13-0006	24224 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-21-0002	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-22-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-31-0003	6141 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-42-0001	23944 SEELYE BROOK DR NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-42-0003	24057 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-42-0004	5809 240TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-42-0007	23964 NEON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-43-0002	5900 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
26-34-25-43-0011	5770 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-11-0002	24318 NW HUMMINGBIRD ST. GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-11-0012	24461 NW HUMMINGBIRD ST. GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-12-0010	24395 MARTIN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-12-0011	24367 MARTIN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-12-0014	1793 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-13-0002	1944 242ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-13-0006	1933 242ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-13-0007	1863 NW 242ND AVE. GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-13-0008	1821 242ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-14-0011	24161 HUMMINGBIRD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-14-0013	24245 HUMMINGBIRD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-21-0003	2127 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-23-0003	24278 RAVEN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-23-0004	24232 RAVEN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-23-0006	24146 RAVEN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-23-0011	24191 VERDIN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-24-0004	24109 RAVEN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-24-0006	2134 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-24-0008	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-24-0012	2150 242ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-42-0001	24103 JAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-43-0003	1859 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-24-44-0002	1721 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-12-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-24-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-31-0001	6938 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-34-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-41-0004	6423 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
27-34-25-42-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-43-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-43-0002	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
27-34-25-44-0004	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-11-0003	2423 244TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-11-0004	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-11-0005	2549 244TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-12-0002	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-12-0004	24360 YUKON ST NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-12-0008	24398 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-12-0010	24442 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-13-0003	24069 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-13-0007	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-13-0008	2680 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-13-0009	2614 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-14-0003	24220 VERDIN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-14-0005	24118 VERDIN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-14-0006	2588 243RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-24-0004	2945 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-31-0011	23955 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-32-0003	3020 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-32-0004	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-33-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-34-0004	2930 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-42-0002	24069 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
28-34-24-43-0003	2633 239TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-11-0002	24439 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0005	3531 KINGS HWY NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0006	3461 KINGS HWY NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0007	24321 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0008	24333 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0012	24373 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0019	3484 KINGS HWY NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0021	24358 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-12-0027	24381 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-13-0009	24301 RIVERBANK LN NW	\$ 60.00	\$ 6.00	\$ 66.00
29-34-24-23-0003	24223 SAINT FRANCIS BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-11-0005	24360 SAINT FRANCIS BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-12-0004	4333 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-12-0007	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-13-0004	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-13-0007	4275 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-21-0002	4559 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-24-0005	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-31-0004	4554 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-31-0005	4520 241ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-33-0002	23893 NW ROANOAK STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-33-0004	23821 ROANOKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
30-34-24-34-0002	4485 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0009	4128 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0012	4106 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0013	23524 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0014	23550 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0018	4103 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0032	23656 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0036	4120 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
31-34-24-11-0037	4100 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0045	23675 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0047	23645 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0051	23694 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-11-0053	23606 SAINT FRANCIS BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-12-0003	4314 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-14-0014	4050 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-14-0027	23306 CREE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-14-0029	4006 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-14-0030	4000 DEGARDNER CIR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-21-0002	4555 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-21-0008	4510 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-21-0016	4485 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-21-0017	4461 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-21-0020	23611 KANABEC ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-22-0003	23522 PEDERSON DR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0004	4721 233RD CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0005	4769 233RD CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0006	4717 234TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0009	4628 234TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0012	23371 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-23-0013	4700 234TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-24-0004	4553 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-24-0005	4516 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-24-0006	4534 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0008	4531 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0014	4524 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0017	23135 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0018	23123 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0019	23111 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0022	4471 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0032	4417 NW 231ST COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0034	4429 231ST CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0035	4437 231ST CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0041	4455 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0045	23150 LIPAN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0046	23164 LIPAN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0049	4488 NW 232ND COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0050	4506 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0051	4512 NW 232ND COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0054	4515 NW 232ND COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0056	4489 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0058	4512 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0060	4536 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0064	23233 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0065	23221 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0067	23191 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0069	23169 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0074	4535 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0080	23248 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0082	23222 NW NAVAJO STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0084	23192 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0085	23180 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-31-0094	23273 LIPAN ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0002	4756 233RD CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0004	4709 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
31-34-24-32-0005	23190 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0006	23220 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0007	23286 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0008	4724 233RD CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0010	23251 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0011	23171 ONEIDA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-32-0012	4640 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-33-0005	23008 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0005	23041 KIOWA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0007	23021 KIOWA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0011	22969 NW KIOWA STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0017	4444 229TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0023	22932 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0024	22944 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0027	22980 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0028	22992 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0029	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0030	23030 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0031	23034 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0035	23058 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0036	4531 229TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0040	22966 MAKAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0041	22978 NW MAKAH STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0048	4506 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0050	23081 NW NAVAJO STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0056	23009 NW NAVAJO STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0061	22939 NAVAJO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0062	4517 NW 230TH LANE GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0063	4511 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0064	4505 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0066	4481 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0067	4473 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0069	23040 KIOWA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0073	4452 231ST CT NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0074	4458 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0075	4464 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0077	4474 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0078	4462 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0084	22958 KIOWA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0086	4451 229TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0088	22953 MAKAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0089	22967 MAKAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0091	22991 MAKAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0094	4421 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0095	4433 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-34-0096	4447 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0007	4188 NW 232RD AVE GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0008	4185 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0010	4145 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0071	4121 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0074	23170 NW DAKOTAH ST. GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0078	23142 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0083	23145 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0084	23151 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0089	23171 DAKOTAH ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0101	4114 NW 231ST LANE GOV	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
31-34-24-41-0103	4128 NW 231ST LANE GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0104	23150 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0106	23138 NW ELDORADO ST. GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-41-0108	23128 ELDORADO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0008	23117 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0014	23122 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0016	23107 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0019	23141 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0020	23153 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0027	23198 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0033	23128 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0034	23116 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0035	23108 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0038	23129 PEDERSON DR NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0039	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0040	23159 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0043	23199 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0048	23255 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0049	23162 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0050	23176 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0052	23198 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0053	23210 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-42-0058	23252 FOX ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0012	23108 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0017	23058 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0019	23040 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0020	23020 GUARANI ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0024	4315 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0028	23067 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0029	23077 JIVARO ST NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0038	4356 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0039	4360 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0041	4374 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0042	4382 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0043	4390 NW 230TH AVENUE GOV	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0049	4343 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
31-34-24-43-0051	4363 230TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0004	3258 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0006	3282 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0009	3332 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0011	3358 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0012	3368 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0017	3279 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0018	3289 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0020	3315 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0021	3327 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0022	3339 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0027	3364 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0028	3370 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0030	3386 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0037	3264 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0038	3276 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0039	3290 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0040	3304 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0045	3273 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0047	23585 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
32-34-24-11-0050	23551 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0052	3393 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0056	3396 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0058	3374 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0059	3356 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0061	23612 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0063	23598 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0066	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0070	3332 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0071	3328 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0073	3325 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0082	23656 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0087	23705 MARIGOLD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-11-0092	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0006	3428 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0008	3448 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0016	3425 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0017	3439 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0020	3408 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0022	3420 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0025	3452 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0026	3458 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0027	3447 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0030	3427 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0037	3564 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0042	3555 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0045	3593 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0046	23600 QUAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0047	23596 QUAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0049	3457 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0052	3429 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0053	3419 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0054	3405 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0063	3595 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0068	3543 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0069	3527 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0070	3517 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0076	23660 QUAY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-12-0078	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-13-0005	3586 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-13-0009	3595 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-13-0011	3579 232ND CT NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-14-0003	23400 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0005	23535 UNDERCLIFT CT W	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0009	23514 UNDERCLIFT CT NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0014	3658 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0015	3670 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0023	23548 VINTAGE CT NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0024	23554 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0026	3605 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0027	3627 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0030	3665 235TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0036	23588 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0037	23576 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0038	3697 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0039	3691 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00

City of St. Francis  
Delinquent Storm Water Invoices-2023

Exhibit 2  
County Fund #

PID	ADDRESS	AMOUNT	10%	TOTAL
32-34-24-21-0041	3694 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0043	3676 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0047	3643 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0049	3656 236TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0050	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0051	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0052	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0053	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-21-0056	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-22-0012	23611 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-22-0022	3980 STARK DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-22-0031	23539 SAINT FRANCIS BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0008	23390 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0009	23376 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0013	3815 233RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0020	23311 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0021	3903 233RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0028	3924 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0029	3936 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0031	3925 233RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0035	23382 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-23-0043	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0013	23310 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0014	23351 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0019	23356 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0027	3703 234TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0035	23291 UNDERCLIFT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0038	23290 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0039	23288 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0044	23242 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0049	23271 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0058	23246 UNDERCLIFT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0063	23290 UNDERCLIFT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-24-0065	23266 UNDERCLIFT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0015	23109 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0021	23162 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0023	23110 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0028	23284 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0030	23260 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0032	3712 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0034	3690 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0037	23283 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0046	23135 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0052	23131 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0057	23237 VINTAGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-31-0063	23229 UNDERCLIFT ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0001	3814 233RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0006	23216 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0031	23233 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0034	23262 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0036	23242 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0037	23238 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0038	23226 YUCCA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0053	3832 232ND AVE NW 101	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0060	3831 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0061	3831 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
32-34-24-32-0065	3853 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0066	3853 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0069	3853 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0071	3853 232ND AVE NW 104	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0072	23295 NW ST. FRANCIS BLVD GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0073	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0074	3854 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-32-0083	3854 232ND AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0005	22910 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0006	22904 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0008	22939 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0018	22950 WOODBINE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0021	22958 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0030	3631 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0049	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0050	3747 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0053	22945 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0058	22921 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0064	22978 BUTTERFIELD DR NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-34-0069	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-43-0017	3503 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-43-0024	22926 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-43-0028	22950 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-43-0031	22938 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-44-0006	3296 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-44-0007	3256 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
32-34-24-44-0023	22905 POPPY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-12-0042	2623 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-12-0051	23521 NW BITTERSWEET ST. GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-12-0111	2769 NW 235TH AVE. GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-12-0113	2787 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-12-0118	23590 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0012	23387 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0019	23475 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0028	23386 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0030	23404 NW ARROWHEAD STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0036	23478 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0039	23487 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0040	23473 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0044	23423 CROCUS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-13-0046	2793 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-14-0008	2567 234TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0004	23542 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0008	23584 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0009	23598 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0011	23618 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0016	23680 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0025	2929 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0032	23593 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0035	23639 HEATHER ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0037	2934 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0039	2910 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0042	23620 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0044	23598 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0046	23593 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0048	23611 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00



**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
33-34-24-21-0049	23625 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0051	23641 FLORA CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0052	2882 NW 235TH AVE. GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0053	2890 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0056	2932 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0057	2940 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0064	23640 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0065	23628 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0072	2883 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0076	2833 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0093	23549 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0094	23569 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0105	23641 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0113	2844 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0114	2840 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0116	2824 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-21-0122	2811 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-22-0009	3009 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-22-0014	23525 RUM RIVER BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0003	23431 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0005	23411 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0008	23367 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0013	23309 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0014	3038 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0015	23374 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0016	23366 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0017	23352 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0020	23320 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0022	23307 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0023	23323 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0026	23355 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0027	23369 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0035	3073 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0041	23346 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0042	23334 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0045	23302 JONQUIL ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0047	23297 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-23-0048	23295 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0009	2842 234TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0010	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0014	23414 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0017	2892 234TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0019	2875 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0022	2841 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0023	2827 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0030	23419 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0031	23427 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0033	23453 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-24-0034	2834 234TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0005	23140 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0006	23152 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0008	23176 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0009	23188 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0011	23214 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0014	2954 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0018	23169 GLADIOLA ST NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
33-34-24-31-0025	2909 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0026	2897 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0028	2873 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0030	2813 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0036	2868 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0038	2814 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0043	23171 FLORA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0048	23164 FLORA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0067	23121 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0069	23107 EIDELWEISS ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0080	23168 DAHLIA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0083	2808 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0086	2798 NW 232ND LANE GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0089	2816 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0090	2802 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0093	2827 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-31-0095	2851 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0015	23109 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0019	23161 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0025	23162 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0027	23292 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0028	23278 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0029	23260 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0031	3067 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0033	23237 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0035	23255 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0039	23270 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0045	23222 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0046	23210 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0047	23198 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0049	23154 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0050	23291 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0051	23283 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0053	23259 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0054	3038 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0056	3060 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0059	23187 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-32-0060	23167 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0006	22905 LAKE GEORGE BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0007	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0010	3085 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0014	23085 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0020	3036 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0023	3070 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0028	23094 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0031	23058 IVYWOOD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0033	3061 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0051	3112 BRIDGE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0053	23090 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0055	23081 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-33-0056	23093 KERRY ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-34-0076	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0010	2757 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0012	2783 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0013	23173 DAHLIA ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0017	2768 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00

**City of St. Francis  
Delinquent Storm Water Invoices-2023**

**Exhibit 2  
County Fund #**

PID	ADDRESS	AMOUNT	10%	TOTAL
33-34-24-42-0018	2780 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0019	2792 NW 231ST LANE GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0020	2790 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0022	2770 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0026	2776 233RD LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0031	2743 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0032	2759 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0035	2791 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0036	2799 232ND LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0042	23179 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0048	23255 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0054	23329 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0055	23335 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0058	23341 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0063	23118 BITTERSWEET ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0069	23165 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0071	23141 NW ARROWHEAD STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-42-0072	23129 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0050	2697 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0057	2721 NW 230TH COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0058	2723 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0059	2725 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0064	2735 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0066	2739 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0067	2741 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0068	2743 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0070	2747 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0073	2714 230TH COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0075	2728 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0077	2732 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0078	2734 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0108	23051 ARROWHEAD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0110	2761 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0157	2754 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0160	2764 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0166	23014 BITTERSWEET ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0169	23030 BITTERSWEET ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0187	2766 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0188	2762 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0189	2760 NW 231ST AVE NW GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0195	2765 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0196	2769 230TH LN NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0201	2761 231ST AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0210	23092 BITTERSWEET ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0211	23100 BITTERSWEET ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0213	2625 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0215	2617 NW 230TH COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0218	2595 NW 230TH COURT GOV	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0222	2651 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0224	2641 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-24-43-0226	2633 230TH CT NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-11-0003	7382 HILL AND DALE DR NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-11-0004	23640 NACRE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-13-0002	23473 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-13-0003	23449 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-24-0005	23430 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00

City of St. Francis  
Delinquent Storm Water Invoices-2023

Exhibit 2  
County Fund #

PID	ADDRESS	AMOUNT	10%	TOTAL
33-34-25-31-0002	23114 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-34-0003	7781 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-42-0002	23115 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
33-34-25-43-0001	22951 VARIOLITE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-11-0004	1620 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-11-0005	1620 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-24-0006	23390 NIGHTINGALE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-31-0005	23224 NIGHTINGALE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-34-0007	2145 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-34-0008	22986 NIGHTINGALE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-24-34-0010	2077 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-11-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-12-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-13-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-14-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-31-0009	23207 SPRING HILL RD NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-32-0003	7110 233RD AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-34-0003	23003 SPRING HILL RD NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-34-0004	23055 SPRING HILL RD NW	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-41-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-42-0001	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-43-0003	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
34-34-25-44-0004	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-11-0009	23681 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-11-0014	873 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-12-0005	1054 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-13-0002	23420 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-14-0004	834 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-14-0005	854 235TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-14-0008	23323 REDWOOD CT NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-14-0012	23415 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-14-0013	23391 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-21-0002	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-22-0012	1524 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-22-0013	1562 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-23-0002	23474 NW DRAKE STREET GOV	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-23-0004	23384 DRAKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-23-0005	23340 DRAKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-23-0008	23375 NW DRAKE ST NW GOV	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-24-0002	1214 237TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-32-0003	23222 DRAKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-32-0006	23261 DRAKE ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-32-0008	1463 231ST LN NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-33-0001	1461 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-34-0005	23050 BLUEBIRD ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-41-0003	23155 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-42-0002	23148 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-43-0011	23032 TAMARACK ST NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-44-0002	901 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-44-0005	825 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-44-0006	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00
35-34-24-44-0007	923 229TH AVE NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-25-11-0001	23545 BRIDGESTONE RD NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-25-11-0005	23540 BRIDGESTONE RD NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-25-11-0007	5632 AMBASSADOR BLVD NW	\$ 60.00	\$ 6.00	\$ 66.00
35-34-25-11-0010	UNASSIGNED SITUS GOV	\$ 60.00	\$ 6.00	\$ 66.00







**CITY COUNCIL  
AGENDA REPORT**

**TO:** Darcy Mulvihill, Finance Director  
**FROM:** Colette Baumgardner, Community Development Director  
**SUBJECT:** Special Assessment for 23462 University Ave Ext NW  
**DATE:** 11-1-2023 for 11-6-2023 meeting

**OVERVIEW**

In June 2023, significant code violations were reported to code enforcement at 23462 University Ave Ext NW. Staff has since issued citations against the property and has made multiple attempts to contact the property owner. The property owner has not responded to these requests. Staff presented these code violations to City Council on October 16, 2023 and is preparing next steps for abatement.

The property was sent a special assessment for the total of all citations to date. This assessment will be used to help pay for the upfront cost of the abatement.

The appeal received via mail indicates that the property owner is not familiar with citations and previous contact methods. Staff has reached out to the property owner at the updated contact information in the letter via phone and via mail and has not yet heard back.

It is important to the general welfare of the community for the property to be cleaned up. In order to reduce the assessment to the property, it is critical for the property owner to make a reasonable plan to clean up the property for it to align with City Code. To date, staff has not received a plan. If no plan is presented, the assessed amount will be necessary to cover some of the initial costs of abatement.

A summary of attempted contacts is below.

- 6/27/2023 – mailed notice to owner address and property
- 8/1/2023 – site visit to property, knocked on door and taped notice to front door
- 8/1/2023 – called number posted on property and left a voicemail
- 8/3/2023 – mailed citation #1 to owner address and property
- 8/15/2023 – mailed citation #2 to owner address and property
- 8/22/2023 – called number posted on property and left a voicemail
- 9/5/2023 – mailed citation #3 via certified mail to owner address and received confirmation of receipt
- 9/14/2023 – called number posted on property and left a voicemail
- 9/14/2023 – mailed citation #4 via certified mail to owner address and received confirmation of receipt
- 11/1/2023 – called number on appeal for assessment and left a voicemail
- 11/1/2023 – mailed a letter explaining the assessment

**ACTION TO BE CONSIDERED**

Determine the assessment amount for the property.

**ATTACHMENTS**

- 1. Appeal Request from October 27, 2023
- 2. Administrative Issue Notice 6/27/23
- 3. Administrative Citation #1 Dated 8/4/23
- 4. Administrative Citation #2 Dated 8/15/23
- 5. Administrative Citation #3 Dated 9/5/23
- 6. Administrative Citation #4 Dated 9/14/23
- 7. Select photos of conditions of property



OCT 30

Agenda Item # 7A.

City of St. Francis

10/27/2023

To whom this may concern:

In regards to a letter that was mailed to me at 23402 University Ave Ext NW  
Bethel, MN 55005

I'd like to file an appeal for the following reasons:

I'm not sure if this is a mix-up of some kind or some kind of joke. In the letter it is stated as some kind of special assessment. I would like to know what special assessment is this? What authorizes the city to just give someone a \$9,000.00 special assessment without any explanation or any details behind it? This is completely illogical and quite absurd. I'm just going to assume this was a mistake or mix-up and you can further discuss this matter with me, at your earliest convenience. I can be reach by phone (612-201-3617) ← Trenton's cell number, or stop by for an in-person conversation. Thank you for your time and I look forward to hearing from you soon!

  
Trenton Trovik

10.27.23

date

23402 University Ave Ext ~~NW~~ NW  
Bethel, MN 55033

Address



## ADMINISTRATIVE NOTICE

OPEN IMMEDIATELY  
TROVIK, TRENTON  
17863 POTASSIUM ST NW  
RAMSEY, MN 55303

Issue Date: 6/27/2023

Regarding Address: 23462 UNIVERSITY AVE NW  
ST FRANCIS, MN 55070

This is an **Administrative Notice** issued under St. Francis City Code Chapter 2-11. If you correct the conditions leading to this **Notice** before the compliance date, there will be no further action. If the conditions are not corrected as of the compliance date, an **Administrative Citation** may be issued.

On 4/5/2022 and again on 6/27/2023, the following violations of St. Francis City Code were documented:

### **Violation: Parking on Unapproved Surface**

**City Code/ Summary: 10-68-20. Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.**

- A. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.
- B. Properties which are less than 9 acres in size and are zoned for or used for residential purposes, shall be limited to a maximum of three (3) Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage:
  - 1. All such vehicles must be parked on an approved parking surface. The approved parking surface shall apply to the entire area beneath, and extending 12 inches around the perimeter of the recreational camping vehicles, utility trailer, boat or unlicensed vehicle (operable).
  - 2. A maximum of one (1) unlicensed vehicle (operable) shall be allowed on any property within a Residential District. This vehicle shall be parked according to the regulations listed in Section 10- 72- 02.

**Action Required: Discontinue parking on the yard and park on approved parking surface or store in an enclosed building. You may have one (1) unlicensed, operable vehicle parked on an approved surface.**

**Compliance Date: 7/18/2023**  
**Potential Initial Fine: \$100.00**

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**Violation: Refuse and Junk**

**City Code/ Summary: 8-2-1. Refuse, junk and nuisances**

A. *Findings.* The Council finds that unregulated deposit and storage of junk and unregulated storage and non-mandatory collection of refuse are not only a potential, but immediate, habitat for rodents, the spread of noxious weeds and other hazardous conditions of decay which are unsanitary, unhealthy, and ecological blight. The Council further finds that such hazardous conditions must not only be halted in the future but also corrected for the present. The Council recognizes that the regulations, prohibitions and remedies provided for herein are bold steps but absolutely essential to the health of the residents and ecology of the community.

B. *Definitions.* The following term, as used in this Section, shall have the meanings stated:

1. **Refuse** means and includes all organic and inorganic:
  - (1) Material resulting from the manufacture, preparation or serving of food or food products;
  - (2) Spoiled, decayed or waste food from any source;
  - (3) Bottles, cans, glassware, paper or paper products, crockery, ashes, rags and discarded clothing;
  - (4) Tree, lawn or bush clippings and weeds;
  - (5) Furniture, household furnishings or appliances, or parts or components thereof; or
  - (6) Human or household waste of all kinds not included in any other portion of this definition.
2. **Junk** means and includes all:
  - (1) Unregistered, unlicensed or inoperable (including, but not limited to, the lack of component parts) motor vehicles, motorized vehicles or equipment, bicycles, boats, outboard motors, or trailers, or parts or components thereof;
  - (2) Inoperable (including, but not limited to, the lack of component parts) agricultural implements or parts or components thereof, machines and mechanical equipment of all kinds

or parts of components thereof, and by-products or waste from manufacturing operations of all kinds;

(3) Used lumber or waste demolition; or

(4) Felled trees and tree branches that are not immediately processed into lumber, wood for fuel, fence components, or other such ultimate use.

3. Nuisance means and includes (1) maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; (2) interfering with obstructing or rendering dangerous for passage, any street, public right-of-way or waters used by the public; or (3) any other act or omission declared by law to be a public nuisance.

4. **Residential premises** mean any building consisting of any number of dwelling units, each with individual kitchen facilities, and in the case of multiple dwelling units in such building, each unit shall be considered "residential premises".

5. **Commercial premises** shall consist of two types: (1) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is prepared or served from a central kitchen, including restaurants, clubs, churches, schools and health care facilities; or, (2) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is not prepared or served.

C. *Refuse Storage.*

1. It is unlawful for any person to store refuse on residential or commercial premises, type (2), for a continuous period in excess of seven (7) days.

2. It is unlawful for any person to store refuse on commercial premises, type (1), for a continuous period in excess of ninety-six (96) hours.

3. It is unlawful to store organic refuse unless it is drained, wrapped (in paper or plastic) and placed in an impervious and leak-proof container with a tight-fitting cover.

D. *Mandatory Collection of Refuse.*

1. It is unlawful for each occupant of residential or commercial (of either type) premises to fail or refuse to subscribe for, receive and pay for (at going rates for the class of service) the refuse collection services of a garbage and refuse hauler licensed by the City.

2. It is unlawful for any person to obstruct a licensed garbage and refuse hauler in the performance of its duties.

3. If any person fails or refuses to comply with Section 8-2-1.E.1 of this Code, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls of the County, and as an additional and not alternate to any other remedy provided herein, subscribe and pay for the services of such hauler and certify all

costs to the County Auditor to be spread upon the tax rolls as a special assessment on the subject premises.

E. *Junk Storage.*

- 1. It is unlawful to park or store junk on any premises unless it is housed within a completely enclosed building or on duly licensed junk dealer premises.
- 2. If any person fails or refuses to comply with Subparagraph A of this Subdivision, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls, and as an additional and not alternate to any other remedy provided herein, physically remove the junk, dispose of it as valueless, and certify all costs thereof to the County Auditor to be spread upon the tax rolls as a special assessment on the subject property.

F. *Nuisance.* It is unlawful for any person to permit or maintain a nuisance upon any premises

**Action Required: Store all parts, refuse and junk in an enclosed building or remove from property. This includes tires and all vehicle related parts.**

**Compliance Date: 7/18/2023**  
**Potential Initial Fine: \$100.00**

**Violation: Failure to Register Rental Property**

**City Code/ Summary: 4-6-2: Rental housing licensing**

Every non-owner-occupied rental dwelling unit or owner-occupied dwelling with individual rooms or units being rented to a non-family member, and its premises used whole or in part as a home or residence, for a family or person, shall conform to the requirements of this Ordinance irrespective of when such building was constructed, altered or repaired.

No person, firm or corporation shall operate a rental dwelling unit without first having obtained a license to do so from the City as provided for in this Ordinance.

**Action Required: Secure Rental Housing License as stipulated by city code. (Rental application is enclosed.)**

**Compliance Date: 7/18/2023**  
**Potential Initial Fine: \$100.00**

**Violation: Using RV as Living Quarters**

**City Code/Summary: 10-41-04. Dwelling unit restriction**

A Except as may be expressly allowed by this Ordinance, no garage, tent, accessory building or motor home shall at any time be used as living quarters, temporarily or permanently. Tents, playhouses or similar structures may be used for play or recreational purposes on a temporary basis or occasionally.

B. Basements and cellars may be used as living quarters or rooms as a portion of the principal residential dwelling, only in conformance with the State Building Code.

**Action Required: Discontinue living in RV as this is prohibited by City Code.**

**Compliance Date: 7/18/2023**

**Potential Initial Fine: \$100.00**

**Violation: Business Use of Property**

**City Code/Summary: 10-68-10 Home Occupations**

All home occupations shall be further defined to distinguish permitted home occupations from interim home occupations and home extended businesses. Home occupations which are not specifically prohibited and fail to satisfy the permitted home occupation criteria shall require an interim use permit, as provided for in this Ordinance.

**Action Required: If a home occupation is taking place or if property is being used as a commercial business, an application for approval must be completed. Please speak to Jodie in Community Development at 763-235-2309.**

**Compliance Date: 7/18/2023**

**Potential Initial Fine: \$100.00**

Please refer to the enclosed Administrative Citation Program brochure for more information regarding this notice. Also, refer to this brochure for instructions on applying for an extension of the compliance date if necessary. You can view the full city code online at [stfrancismn.org/city-code/](http://stfrancismn.org/city-code/) or you can obtain a copy of the City Code Chapter 2-11 at St. Francis City Hall located at 23340 Cree Street NW, St. Francis, MN 55070.

Please note that if your property is not brought into compliance by the date listed above, the City may issue an **Administrative Citation** and/or access your property to abate or remedy the situation. If the city abates the violation, the penalty and all additional costs are immediately due. If unpaid, the penalty and abatement costs will be charged to your property taxes in the form of a Special Assessment.

- 1st Offense: \$100
- 2nd Offense: \$200
- 3rd Offense: \$500
- 4th Offense: \$1,000

5th Offense and Beyond: \$2,000

Please reach out to discuss your property as soon as possible.  
Contact Jodie with the Community Development Department with questions. 763-235-2309.



# ADMINISTRATIVE CITATION

Citation #23-4

OPEN IMMEDIATELY  
TROVIK, TRENTON  
17863 POTASSIUM ST NW  
RAMSEY, MN 55303

Issue Date: 8/4/2023

Regarding Address: 23462 UNIVERSITY AVE NW  
ST FRANCIS, MN 55070

This is an Administrative Citation issued under St. Francis City Code Chapter 2-11. On 6/27/2023, you were issued an Administrative Notice due to the violation(s) present on your property. This Citation is being given because you failed to remedy the conditions leading to the Administrative Notice.

On 8/1/2023 the following violation(s) of St. Francis City Code was documented to continue to exist:

**Violation: Parking on unapproved surface**  
**City Code/ Summary: 10-68-20. Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.**

A. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.

B. Properties which are less than 9 acres in size and are zoned for or used for residential purposes, shall be limited to a maximum of three (3) Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage:

1. All such vehicles must be parked on an approved parking surface. The approved parking surface shall apply to the entire area beneath, and extending 12 inches around the perimeter of the recreational camping vehicles, utility trailer, boat or unlicensed vehicle (operable).

2. A maximum of one (1) unlicensed vehicle (operable) shall be allowed on any property within a Residential District. This vehicle shall be parked according to the regulations listed in Section 10- 72- 02.



**Action Required: Discontinue parking on the yard and park on approved parking surface or store in an enclosed building. You may have one (1) unlicensed, operable vehicle parked on an approved surface.**

**Compliance Date: 8/10/2023**  
**Fine Due: \$100.00**

**Violation: Refuse and junk**  
**City Code/ Summary: 8-2-1. Refuse, junk ad nuisances**

A. *Findings.* The Council finds that unregulated deposit and storage of junk and unregulated storage and non-mandatory collection of refuse are not only a potential, but immediate, habitat for rodents, the spread of noxious weeds and other hazardous conditions of decay which are unsanitary, unhealthy, and ecological blight. The Council further finds that such hazardous conditions must not only be halted in the future but also corrected for the present. The Council recognizes that the regulations, prohibitions and remedies provided for herein are bold steps but absolutely essential to the health of the residents and ecology of the community.

B. *Definitions.* The following term, as used in this Section, shall have the meanings stated:

1. **Refuse** means and includes all organic and inorganic:
  - (1) Material resulting from the manufacture, preparation of serving of food or food products;
  - (2) Spoiled, decayed or waste food from any source;
  - (3) Bottles, cans, glassware, paper or paper products, crockery, ashes, rags and discarded clothing;
  - (4) Tree, lawn or bush clippings and weeds;
  - (5) Furniture, household furnishings or appliances, or parts or components thereof; or
  - (6) Human or household waste of all kinds not included in any other portion of this definition.
2. **Junk** means and includes all:
  - (1) Unregistered, unlicensed or inoperable (including, but not limited to, the lack of component parts) motor vehicles, motorized vehicles or equipment, bicycles, boats, outboard motors, or trailers, or parts or components thereof;
  - (2) Inoperable (including, but not limited to, the lack of component parts) agricultural implements or parts or components thereof, machines and mechanical equipment of all kinds or parts of components thereof, and by-products or waste from manufacturing operations of all kinds;

- (3) Used lumber or waste demolition; or
- (4) Felled trees and tree branches that are not immediately processed into lumber, wood for fuel, fence components, or other such ultimate use.

3. **Nuisance** means and includes (1) maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; (2) interfering with obstructing or rendering dangerous for passage, any street, public right-of-way or waters used by the public; or (3) any other act or omission declared by law to be a public nuisance.

4. **Residential premises** means any building consisting of any number of dwelling units, each with individual kitchen facilities, and in the case of multiple dwelling units in such building, each unit shall be considered "residential premises".

5. **Commercial premises** shall consist of two types: (1) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is prepared or served from a central kitchen, including restaurants, clubs, churches, schools and health care facilities; or, (2) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is not prepared or served.

C. *Refuse Storage.*

- 1. It is unlawful for any person to store refuse on residential or commercial premises, type (2), for a continuous period in excess of seven (7) days.
- 2. It is unlawful for any person to store refuse on commercial premises, type (1), for a continuous period in excess of ninety-six (96) hours.
- 3. It is unlawful to store organic refuse unless it is drained, wrapped (in paper or plastic) and placed in an impervious and leak-proof container with a tight-fitting cover.

D. *Mandatory Collection of Refuse.*

- 1. It is unlawful for each occupant of residential or commercial (of either type) premises to fail or refuse to subscribe for, receive and pay for (at going rates for the class of service) the refuse collection services of a garbage and refuse hauler licensed by the City.
- 2. It is unlawful for any person to obstruct a licensed garbage and refuse hauler in the performance of its duties.
- 3. If any person fails or refuses to comply with Section 8-2-1.E.1 of this Code, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls of the County, and as an additional and not alternate to any other remedy provided herein, subscribe and pay for the services of such hauler and certify all costs to the County Auditor to be spread upon the tax rolls as a special assessment on the subject premises.

E. *Junk Storage.*

1. It is unlawful to park or store junk on any premises unless it is housed within a completely enclosed building or on duly licensed junk dealer premises.

2. If any person fails or refuses to comply with Subparagraph A of this Subdivision, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls, and as an additional and not alternate to any other remedy provided herein, physically remove the junk, dispose of it as valueless, and certify all costs thereof to the County Auditor to be spread upon the tax rolls as a special assessment on the subject property.

F. *Nuisance.* It is unlawful for any person to permit or maintain a nuisance upon any premises

**Action Required: Action Required: Store all parts, refuse and junk in an enclosed building or remove from property. This includes tires and all vehicle related parts.**

**Compliance Date: 8/10/2023**

**Fine Due: \$100.00**

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**Violation: Failure to Register Rental Property**

**City Code/ Summary: 4-6-2:**

Every non-owner-occupied rental dwelling unit shall conform to the requirements of this Ordinance irrespective of when such building was constructed, altered or repaired. Non-owner occupied is residential structures in which the owner does not occupy units contained in the structure.

No person, firm or corporation shall operate a rental dwelling unit without first having obtained a license to do so from the City as provided for in this Ordinance.

**Action Required: Secure Rental Housing License as stipulated by city code.**

**Compliance Date: 8/10/2023**

**Fine Due: \$100.00**

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**Violation: Using RV as Living Quarters**

**City Code/Summary: 10-41-04. Dwelling unit restriction**

A Except as may be expressly allowed by this Ordinance, no garage, tent, accessory building or motor home shall at any time be used as living quarters, temporarily or permanently. Tents, playhouses or similar structures may be used for play or recreational purposes on a temporary basis or occasionally.

B. Basements and cellars may be used as living quarters or rooms as a portion of the principal residential dwelling, only in conformance with the State Building Code.

**Action Required: Discontinue living in RV as this is prohibited by City Code.**

**Compliance Date: 8/10/2023**

**Fine Due: \$100.00**

**Violation: Business Use of Property**

**City Code/Summary: 10-68-10 Home Occupations**

All home occupations shall be further defined to distinguish permitted home occupations from interim home occupations and home extended businesses. Home occupations which are not specifically prohibited and fail to satisfy the permitted home occupation criteria shall require an interim use permit, as provided for in this Ordinance.

**Action Required: If a home occupation is taking place or if property is being used as a commercial business, an application for approval must be completed. Please speak to Jodie in Community Development at 763-235-2309.**

**Compliance Date: 8/10/2023**

**Fine Due: \$100.00**

**Total Fines Due: \$500.00**  
**Payment Due: 8/10/2023**  
**Payable to: City of St. Francis**

Please refer to the enclosed Administrative Citation Program brochure for more information regarding this notice. Also, refer to this brochure for instructions on applying for an extension of the compliance date if necessary.

You can view the full code online

[https://library.municode.com/mn/st.\\_francis/codes/code\\_of\\_ordinances](https://library.municode.com/mn/st._francis/codes/code_of_ordinances)

or you can obtain a copy of the City Code Chapter 2-11 at St. Francis City Hall located at 23340 Cree Street NW, St. Francis, MN 55070.

Please note that payment does not satisfy the above required actions. If your property is not brought into compliance, subsequent citations can be issued. The City may access your property to abate the conditions leading to the violation. If unpaid, penalties and abatement costs will be charged to your property taxes in the form of a Special Assessment.

Contact the Community Development Department with questions. 763-753-2630



# ADMINISTRATIVE CITATION

2nd Citation #23-5

OPEN IMMEDIATELY  
TROVIK, TRENTON  
17863 POTASSIUM ST NW  
RAMSEY, MN 55303

Issue Date: 8/15/2023

Regarding Address: 23462 UNIVERSITY AVE NW  
ST FRANCIS, MN 55070

This is an Administrative Citation issued under St. Francis City Code Chapter 2-11. On 6/27/2023, you were issued an Administrative Notice due to the violation(s) present on your property. This Citation is being given because you failed to remedy the conditions leading to the Administrative Notice.

On 8/14/2023 the following violation(s) of St. Francis City Code was documented to continue to exist:

**Violation: Parking on unapproved surface**  
**City Code/ Summary: 10-68-20. Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.**

- A. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.
- B. Properties which are less than 9 acres in size and are zoned for or used for residential purposes, shall be limited to a maximum of three (3) Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage:
  - 1. All such vehicles must be parked on an approved parking surface. The approved parking surface shall apply to the entire area beneath, and extending 12 inches around the perimeter of the recreational camping vehicles, utility trailer, boat or unlicensed vehicle (operable).
  - 2. A maximum of one (1) unlicensed vehicle (operable) shall be allowed on any property within a Residential District. This vehicle shall be parked according to the regulations listed in Section 10- 72- 02.

**Action Required: Action Required: Discontinue parking on the yard and park on approved parking surface or store in an enclosed building. You may have one (1) unlicensed, operable vehicle parked on an approved surface.**

**Compliance Date: 8/22/2023**  
**Fine Due: \$200.00**

**Violation: Refuse and junk**  
**City Code/ Summary: 8-2-1. Refuse, junk ad nuisances**

A. *Findings.* The Council finds that unregulated deposit and storage of junk and unregulated storage and non-mandatory collection of refuse are not only a potential, but immediate, habitat for rodents, the spread of noxious weeds and other hazardous conditions of decay which are unsanitary, unhealthy, and ecological blight. The Council further finds that such hazardous conditions must not only be halted in the future but also corrected for the present. The Council recognizes that the regulations, prohibitions and remedies provided for herein are bold steps but absolutely essential to the health of the residents and ecology of the community.

B. *Definitions.* The following term, as used in this Section, shall have the meanings stated:

1. **Refuse** means and includes all organic and inorganic:
  - (1) Material resulting from the manufacture, preparation of serving of food or food products;
  - (2) Spoiled, decayed or waste food from any source;
  - (3) Bottles, cans, glassware, paper or paper products, crockery, ashes, rags and discarded clothing;
  - (4) Tree, lawn or bush clippings and weeds;
  - (5) Furniture, household furnishings or appliances, or parts or components thereof; or
  - (6) Human or household waste of all kinds not included in any other portion of this definition.
2. **Junk** means and includes all:
  - (1) Unregistered, unlicensed or inoperable (including, but not limited to, the lack of component parts) motor vehicles, motorized vehicles or equipment, bicycles, boats, outboard motors, or trailers, or parts or components thereof;
  - (2) Inoperable (including, but not limited to, the lack of component parts) agricultural implements or parts or components thereof, machines and mechanical equipment of all kinds or parts of components thereof, and by-products or waste from manufacturing operations of all kinds;

- (3) Used lumber or waste demolition; or
- (4) Felled trees and tree branches that are not immediately processed into lumber, wood for fuel, fence components, or other such ultimate use.

3. **Nuisance** means and includes (1) maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; (2) interfering with obstructing or rendering dangerous for passage, any street, public right-of-way or waters used by the public; or (3) any other act or omission declared by law to be a public nuisance.

4. **Residential premises** means any building consisting of any number of dwelling units, each with individual kitchen facilities, and in the case of multiple dwelling units in such building, each unit shall be considered "residential premises".

5. **Commercial premises** shall consist of two types: (1) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is prepared or served from a central kitchen, including restaurants, clubs, churches, schools and health care facilities; or, (2) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is not prepared or served.

C. *Refuse Storage.*

- 1. It is unlawful for any person to store refuse on residential or commercial premises, type (2), for a continuous period in excess of seven (7) days.
- 2. It is unlawful for any person to store refuse on commercial premises, type (1), for a continuous period in excess of ninety-six (96) hours.
- 3. It is unlawful to store organic refuse unless it is drained, wrapped (in paper or plastic) and placed in an impervious and leak-proof container with a tight-fitting cover.

D. *Mandatory Collection of Refuse.*

- 1. It is unlawful for each occupant of residential or commercial (of either type) premises to fail or refuse to subscribe for, receive and pay for (at going rates for the class of service) the refuse collection services of a garbage and refuse hauler licensed by the City.
- 2. It is unlawful for any person to obstruct a licensed garbage and refuse hauler in the performance of its duties.
- 3. If any person fails or refuses to comply with Section 8-2-1.E.1 of this Code, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls of the County, and as an additional and not alternate to any other remedy provided herein, subscribe and pay for the services of such hauler and certify all costs to the County Auditor to be spread upon the tax rolls as a special assessment on the subject premises.

E. *Junk Storage.*

1. It is unlawful to park or store junk on any premises unless it is housed within a completely enclosed building or on duly licensed junk dealer premises.

2. If any person fails or refuses to comply with Subparagraph A of this Subdivision, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls, and as an additional and not alternate to any other remedy provided herein, physically remove the junk, dispose of it as valueless, and certify all costs thereof to the County Auditor to be spread upon the tax rolls as a special assessment on the subject property.

F. *Nuisance.* It is unlawful for any person to permit or maintain a nuisance upon any premises

**Action Required: Action Required: Store all parts, refuse and junk in an enclosed building or remove from property. This includes tires and all vehicle related parts.**

**Compliance Date: 8/22/23**

**Fine Due: \$200.00**

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**Violation: Failure to Register Rental Property**

**City Code/ Summary: 4-6-2:**

Every non-owner-occupied rental dwelling unit shall conform to the requirements of this Ordinance irrespective of when such building was constructed, altered or repaired. Non-owner occupied is residential structures in which the owner does not occupy units contained in the structure.

No person, firm or corporation shall operate a rental dwelling unit without first having obtained a license to do so from the City as provided for in this Ordinance.

**Action Required: Secure Rental Housing License as stipulated by city code.**

**Compliance Date: 8/22/2023**

**Fine Due: \$200.00**

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**Violation: Using RV as Living Quarters**

**City Code/Summary: 10-41-04. Dwelling unit restriction**

A Except as may be expressly allowed by this Ordinance, no garage, tent, accessory building or motor home shall at any time be used as living quarters, temporarily or permanently. Tents, playhouses or similar structures may be used for play or recreational purposes on a temporary basis or occasionally.

B. Basements and cellars may be used as living quarters or rooms as a portion of the principal residential dwelling, only in conformance with the State Building Code.



**Action Required: Discontinue living in RV as this is prohibited by City Code.**

**Compliance Date: 8/22/2023**

**Fine Due: \$200.00**

**Violation: Business Use of Property**

**City Code/Summary: 10-68-10 Home Occupations**

All home occupations shall be further defined to distinguish permitted home occupations from interim home occupations and home extended businesses. Home occupations which are not specifically prohibited and fail to satisfy the permitted home occupation criteria shall require an interim use permit, as provided for in this Ordinance.

**Action Required: If a home occupation is taking place or if property is being used as a commercial business, an application for approval must be completed. Please speak to Jodie in Community Development at 763-235-2309.**

**Compliance Date: 8/22/2023**

**Fine Due: \$200.00**

**Total Fines Due: \$1000.00**  
**Payment Due: 8/23/2023**  
**Payable to: City of St. Francis**

Please refer to the enclosed Administrative Citation Program brochure for more information regarding this notice. Also, refer to this brochure for instructions on applying for an extension of the compliance date if necessary.

You can view the full code online

[https://library.municode.com/mn/st.\\_francis/codes/code\\_of\\_ordinances](https://library.municode.com/mn/st._francis/codes/code_of_ordinances)

or you can obtain a copy of the City Code Chapter 2-11 at St. Francis City Hall located at 23340 Cree Street NW, St. Francis, MN 55070.

Please note that payment does not satisfy the above required actions. If your property is not brought into compliance, subsequent citations can be issued. The City may access your property to abate the conditions leading to the violation. If unpaid, penalties and abatement costs will be charged to your property taxes in the form of a Special Assessment.

Contact the Community Development Department with questions. 763-753-2630



# ADMINISTRATIVE CITATION

3rd Citation #23-6

OPEN IMMEDIATELY  
TROVIK, TRENTON  
17863 POTASSIUM ST NW  
RAMSEY, MN 55303

Issue Date: 9/5/2023

Regarding Address: 23462 UNIVERSITY AVE NW  
ST FRANCIS, MN 55070

This is an Administrative Citation issued under St. Francis City Code Chapter 2-11. On 6/27/2023, you were issued an Administrative Notice due to the violation(s) present on your property. This Citation is being given because you failed to remedy the conditions leading to the Administrative Notice.

The following violation(s) of St. Francis City Code was documented to continue to exist:

**Violation: Parking on unapproved surface**  
**City Code/ Summary: 10-68-20. Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.**

- A. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.
- B. Properties which are less than 9 acres in size and are zoned for or used for residential purposes, shall be limited to a maximum of three (3) Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage:
  - 1. All such vehicles must be parked on an approved parking surface. The approved parking surface shall apply to the entire area beneath, and extending 12 inches around the perimeter of the recreational camping vehicles, utility trailer, boat or unlicensed vehicle (operable).
  - 2. A maximum of one (1) unlicensed vehicle (operable) shall be allowed on any property within a Residential District. This vehicle shall be parked according to the regulations listed in Section 10- 72- 02.

**Action Required: Action Required: Discontinue parking on the yard and park on approved parking surface or store in an enclosed building. You may have one (1) unlicensed, operable vehicle parked on an approved surface.**

**Compliance Date: 9/11/2023**

**Fine Due: \$500.00**

**Violation: Refuse and junk**

**City Code/ Summary: 8-2-1. Refuse, junk ad nuisances**

A. *Findings.* The Council finds that unregulated deposit and storage of junk and unregulated storage and non-mandatory collection of refuse are not only a potential, but immediate, habitat for rodents, the spread of noxious weeds and other hazardous conditions of decay which are unsanitary, unhealthy, and ecological blight. The Council further finds that such hazardous conditions must not only be halted in the future but also corrected for the present. The Council recognizes that the regulations, prohibitions and remedies provided for herein are bold steps but absolutely essential to the health of the residents and ecology of the community.

B. *Definitions.* The following term, as used in this Section, shall have the meanings stated:

1. **Refuse** means and includes all organic and inorganic:

(1) Material resulting from the manufacture, preparation of serving of food or food products;

(2) Spoiled, decayed or waste food from any source;

(3) Bottles, cans, glassware, paper or paper products, crockery, ashes, rags and discarded clothing;

(4) Tree, lawn or bush clippings and weeds;

(5) Furniture, household furnishings or appliances, or parts or components thereof; or

(6) Human or household waste of all kinds not included in any other portion of this definition.

2. **Junk** means and includes all:

(1) Unregistered, unlicensed or inoperable (including, but not limited to, the lack of component parts) motor vehicles, motorized vehicles or equipment, bicycles, boats, outboard motors, or trailers, or parts or components thereof;

(2) Inoperable (including, but not limited to, the lack of component parts) agricultural implements or parts or components thereof, machines and mechanical equipment of all kinds or parts of components thereof, and by-products or waste from manufacturing operations of all kinds;

(3) Used lumber or waste demolition; or

(4) Felled trees and tree branches that are not immediately processed into lumber, wood for fuel, fence components, or other such ultimate use.

3. **Nuisance** means and includes (1) maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; (2) interfering with obstructing or rendering dangerous for passage, any street, public right-of-way or waters used by the public; or (3) any other act or omission declared by law to be a public nuisance.

4. **Residential premises** means any building consisting of any number of dwelling units, each with individual kitchen facilities, and in the case of multiple dwelling units in such building, each unit shall be considered "residential premises".

5. **Commercial premises** shall consist of two types: (1) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is prepared or served from a central kitchen, including restaurants, clubs, churches, schools and health care facilities; or, (2) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is not prepared or served.

C. *Refuse Storage.*

1. It is unlawful for any person to store refuse on residential or commercial premises, type (2), for a continuous period in excess of seven (7) days.

2. It is unlawful for any person to store refuse on commercial premises, type (1), for a continuous period in excess of ninety-six (96) hours.

3. It is unlawful to store organic refuse unless it is drained, wrapped (in paper or plastic) and placed in an impervious and leak-proof container with a tight-fitting cover.

D. *Mandatory Collection of Refuse.*

1. It is unlawful for each occupant of residential or commercial (of either type) premises to fail or refuse to subscribe for, receive and pay for (at going rates for the class of service) the refuse collection services of a garbage and refuse hauler licensed by the City.

2. It is unlawful for any person to obstruct a licensed garbage and refuse hauler in the performance of its duties.

3. If any person fails or refuses to comply with Section 8-2-1.E.1 of this Code, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls of the County, and as an additional and not alternate to any other remedy provided herein, subscribe and pay for the services of such hauler and certify all costs to the County Auditor to be spread upon the tax rolls as a special assessment on the subject premises.

E. *Junk Storage.*

1. It is unlawful to park or store junk on any premises unless it is housed within a completely enclosed building or on duly licensed junk dealer premises.

2. If any person fails or refuses to comply with Subparagraph A of this Subdivision, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls, and as an additional and not alternate to any other remedy provided herein, physically remove the junk, dispose of it as valueless, and certify all costs thereof to the County Auditor to be spread upon the tax rolls as a special assessment on the subject property.

F. *Nuisance.* It is unlawful for any person to permit or maintain a nuisance upon any premises

**Action Required: Action Required: Store all parts, refuse and junk in an enclosed building or remove from property. This includes tires and all vehicle related parts.**

**Compliance Date: 9/11/2023**

**Fine Due: \$500.00**

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**Violation: Failure to Register Rental Property**

**City Code/ Summary: 4-6-2:**

Every non-owner-occupied rental dwelling unit shall conform to the requirements of this Ordinance irrespective of when such building was constructed, altered or repaired. Non-owner occupied is residential structures in which the owner does not occupy units contained in the structure.

No person, firm or corporation shall operate a rental dwelling unit without first having obtained a license to do so from the City as provided for in this Ordinance.

**Action Required: Secure Rental Housing License as stipulated by city code.**

**Compliance Date: 9/11/2023**

**Fine Due: \$500.00**

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**Violation: Using RV as Living Quarters**

**City Code/Summary: 10-41-04. Dwelling unit restriction**

A Except as may be expressly allowed by this Ordinance, no garage, tent, accessory building or motor home shall at any time be used as living quarters, temporarily or permanently. Tents, playhouses or similar structures may be used for play or recreational purposes on a temporary basis or occasionally.

B. Basements and cellars may be used as living quarters or rooms as a portion of the principal residential dwelling, only in conformance with the State Building Code.

**Action Required: Discontinue living in RV as this is prohibited by City Code.**

**Compliance Date: 9/11/2023**

**Fine Due: \$500.00**

**Violation: Business Use of Property**

**City Code/Summary: 10-68-10 Home Occupations**

All home occupations shall be further defined to distinguish permitted home occupations from interim home occupations and home extended businesses. Home occupations which are not specifically prohibited and fail to satisfy the permitted home occupation criteria shall require an interim use permit, as provided for in this Ordinance.

**Action Required: If a home occupation is taking place or if property is being used as a commercial business, an application for approval must be completed. Please speak to Jodie in Community Development at 763-235-2309.**

**Compliance Date: 9/11/2023**

**Fine Due: \$500.00**

**Total Fines Due: \$2500.00**  
**Payment Due: 9/11/2023**  
**Payable to: City of St. Francis**

Please refer to the enclosed Administrative Citation Program brochure for more information regarding this notice. Also, refer to this brochure for instructions on applying for an extension of the compliance date if necessary.

You can view the full code online

[https://library.municode.com/mn/st.\\_francis/codes/code\\_of\\_ordinances](https://library.municode.com/mn/st._francis/codes/code_of_ordinances)

or you can obtain a copy of the City Code Chapter 2-11 at St. Francis City Hall located at 23340 Cree Street NW, St. Francis, MN 55070.

Please note that payment does not satisfy the above required actions. If your property is not brought into compliance, subsequent citations can be issued. The City may access your property to abate the conditions leading to the violation. If unpaid, penalties and abatement costs will be charged to your property taxes in the form of a Special Assessment.

Contact the Community Development Department with questions. 763-753-2630



# ADMINISTRATIVE CITATION

4th Citation #23-7

OPEN IMMEDIATELY  
TROVIK, TRENTON  
17863 POTASSIUM ST NW  
RAMSEY, MN 55303

Issue Date: 9/14/2023

Regarding Address: 23462 UNIVERSITY AVE NW  
ST FRANCIS, MN 55070

This is an Administrative Citation issued under St. Francis City Code Chapter 2-11. On 6/27/2023, you were issued an Administrative Notice due to the violation(s) present on your property. This Citation is being given because you failed to remedy the conditions leading to the Administrative Notice.

The following violation(s) of St. Francis City Code was documented to continue to exist:

**Violation: Parking on unapproved surface**  
**City Code/ Summary: 10-68-20. Recreational camping vehicle, utility trailer, boat, unlicensed vehicle, storage and parking.**

A. It is unlawful for any person to park or store a recreational camping vehicle, utility trailer, boat or unlicensed vehicle (operable) in the required setback area of any property.

B. Properties which are less than 9 acres in size and are zoned for or used for residential purposes, shall be limited to a maximum of three (3) Recreational Camping Vehicles, Utility Trailers, Boats or Unlicensed Vehicles (operable), or a combination thereof, stored outside of an accessory structure or attached garage:

1. All such vehicles must be parked on an approved parking surface. The approved parking surface shall apply to the entire area beneath, and extending 12 inches around the perimeter of the recreational camping vehicles, utility trailer, boat or unlicensed vehicle (operable).

2. A maximum of one (1) unlicensed vehicle (operable) shall be allowed on any property within a Residential District. This vehicle shall be parked according to the regulations listed in Section 10- 72- 02.

**Action Required: Action Required: Discontinue parking on the yard and park on approved parking surface or store in an enclosed building. You may have one (1) unlicensed, operable vehicle parked on an approved surface.**

**Compliance Date: 9/21/2023**

**Fine Due: \$1000.00**

**Violation: Refuse and junk**

**City Code/ Summary: 8-2-1. Refuse, junk ad nuisances**

A. *Findings.* The Council finds that unregulated deposit and storage of junk and unregulated storage and non-mandatory collection of refuse are not only a potential, but immediate, habitat for rodents, the spread of noxious weeds and other hazardous conditions of decay which are unsanitary, unhealthy, and ecological blight. The Council further finds that such hazardous conditions must not only be halted in the future but also corrected for the present. The Council recognizes that the regulations, prohibitions and remedies provided for herein are bold steps but absolutely essential to the health of the residents and ecology of the community.

B. *Definitions.* The following term, as used in this Section, shall have the meanings stated:

1. **Refuse** means and includes all organic and inorganic:

(1) Material resulting from the manufacture, preparation of serving of food or food products;

(2) Spoiled, decayed or waste food from any source;

(3) Bottles, cans, glassware, paper or paper products, crockery, ashes, rags and discarded clothing;

(4) Tree, lawn or bush clippings and weeds;

(5) Furniture, household furnishings or appliances, or parts or components thereof; or

(6) Human or household waste of all kinds not included in any other portion of this definition.

2. **Junk** means and includes all:

(1) Unregistered, unlicensed or inoperable (including, but not limited to, the lack of component parts) motor vehicles, motorized vehicles or equipment, bicycles, boats, outboard motors, or trailers, or parts or components thereof;

(2) Inoperable (including, but not limited to, the lack of component parts) agricultural implements or parts or components thereof, machines and mechanical equipment of all kinds or parts of components thereof, and by-products or waste from manufacturing operations of all kinds;



- (3) Used lumber or waste demolition; or
- (4) Felled trees and tree branches that are not immediately processed into lumber, wood for fuel, fence components, or other such ultimate use.

3. **Nuisance** means and includes (1) maintaining or permitting a condition which unreasonably annoys, injures or endangers the safety, health, morals, comfort or repose of any considerable number of members of the public; (2) interfering with obstructing or rendering dangerous for passage, any street, public right-of-way or waters used by the public; or (3) any other act or omission declared by law to be a public nuisance.

4. **Residential premises** means any building consisting of any number of dwelling units, each with individual kitchen facilities, and in the case of multiple dwelling units in such building, each unit shall be considered "residential premises".

5. **Commercial premises** shall consist of two types: (1) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is prepared or served from a central kitchen, including restaurants, clubs, churches, schools and health care facilities; or, (2) any premises where a commercial, industrial or governmental enterprise of any kind is carried on where food is not prepared or served.

C. *Refuse Storage.*

- 1. It is unlawful for any person to store refuse on residential or commercial premises, type (2), for a continuous period in excess of seven (7) days.
- 2. It is unlawful for any person to store refuse on commercial premises, type (1), for a continuous period in excess of ninety-six (96) hours.
- 3. It is unlawful to store organic refuse unless it is drained, wrapped (in paper or plastic) and placed in an impervious and leak-proof container with a tight-fitting cover.

D. *Mandatory Collection of Refuse.*

- 1. It is unlawful for each occupant of residential or commercial (of either type) premises to fail or refuse to subscribe for, receive and pay for (at going rates for the class of service) the refuse collection services of a garbage and refuse hauler licensed by the City.
- 2. It is unlawful for any person to obstruct a licensed garbage and refuse hauler in the performance of its duties.
- 3. If any person fails or refuses to comply with Section 8-2-1.E.1 of this Code, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls of the County, and as an additional and not alternate to any other remedy provided herein, subscribe and pay for the services of such hauler and certify all costs to the County Auditor to be spread upon the tax rolls as a special assessment on the subject premises.

E. *Junk Storage.*

1. It is unlawful to park or store junk on any premises unless it is housed within a completely enclosed building or on duly licensed junk dealer premises.

2. If any person fails or refuses to comply with Subparagraph A of this Subdivision, the City may, upon fifteen (15) days' notice in writing mailed to the owner of such premises at the address appearing on the tax rolls, and as an additional and not alternate to any other remedy provided herein, physically remove the junk, dispose of it as valueless, and certify all costs thereof to the County Auditor to be spread upon the tax rolls as a special assessment on the subject property.

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B. Basements and cellars may be used as living quarters or rooms as a portion of the principal residential dwelling, only in conformance with the State Building Code.

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**Fine Due: \$1000.00**

**Total Fines Due: \$5000.00**  
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**Payable to: City of St. Francis**

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Contact the Community Development Department with questions. 763-753-2630



08/01/2023 12:45



08/01/2023 12:31



08/01/2023 12:45



08/01/2023 12:44



08/01/2023 12:44





08/14/2023 14:14



08/14/2023 14:12



08/14/2023 14:12



08/14/2023 14:13



08/14/2023 14:14



08/23/2023 10:05



08/23/2023 10:06



08/23/2023 10:02





08/23/2023 10:03



08/23/2023 10:04



09/11/2023 14:47



09/11/2023 14:48



09/11/2023 14:50



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09/11/2023 14:50



09/11/2023 14:50





09/21/2023 08:59



09/21/2023 08:59



CITY COUNCIL AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Ordinance Update – Fee Schedule, First Reading
DATE: November 6, 2023

OVERVIEW:

Annually Staff reviews fees in place to consider if the structure is still necessary, if we are in alignment with surrounding communities and that we are covering our costs. Additionally, there are fees which are identified in State Statute and costs to cover consultants for building, engineering and planning. Proposed changes to the 2024 Fee Schedule structure include the following:

- Potentially Dangerous and Dangerous Dog. Create a fee to address the ongoing cost of administration and the Police Department for situations involving a dangerous dog. This is standard in cities to have this fee to assist in the staffing time to handle these situations.
Investigation. Updated to cover cost
Finger Printing. Updated to cover cost
Food Truck. There have been conversations to the State level that cities are charging an unnecessary fee. The Trucks are required to register with the State and the County and the city level is excessive and duplicative. Staff proposes removing
Copies. Updated to include Police Department documentation and increases charge of copying and postage
Micro Unit Inspection. Fee created to meet new requirements for allowing micro units
Home Occupation (Permitted). Removed to align with city code updates
Unsubsidized Access Charge. Removing the out of city excess charges for future hook up to city water and sewer. Requested by Council member
Sewer Rates. Per the work session on 11/11/2022, staff has increased the utility fees to address the increased cost of plant management, chemicals and piping needs.
Stormwater Fee. Per the work session on 3/27/2023, staff has increased the stormwater fee by \$1.00 per month and included a late fee to address the nearly 1/3 of the properties that require multiple notices.
Water Rates. Per the work session on 11/11/2022, staff has increased the utility fees to address the increased cost of plant management, chemicals and piping needs.

TIMELINE:

1st Reading: November 6, 2023

2<sup>nd</sup> Reading: November 20, 2023  
30-day public Comment: December 1, 2023 (delayed due to holiday)  
Effective: January 1, 2024

**ACTION TO BE CONSIDERED:**

Motion to approve Ordinance 324 – Amending City Code 2-9-1 Fee schedule as proposed

Attachments:

- Ordinance 324 Amending City Code 2-9-1 Fee Schedule
- Exhibit A – Fee Schedule

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

**ORDINANCE 324**

**AN ORDINANCE AMENDING SECTION 2-9-1 OF THE CITY CODE  
REGARDING THE FEE SCHEDULE**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That all previously adopted versions of the fee schedule are deleted and Section 2-9-1, Second Series shall hereby be added to read as established in Exhibit A.

Section 2. Effective Date. This Ordinance shall take effect thirty days after publication or as noted in the amendment.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS  
THIS 6<sup>TH</sup> DAY OF NOVEMBER, 2023.

APPROVED:

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

ATTEST:

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

**2-9-1. Fee schedule.****ADMINISTRATIVE FEES**

ADMINISTRATIVE PENALTIES	
1 <sup>st</sup> Offense	\$100
2 <sup>nd</sup> Offense	\$200
3 <sup>rd</sup> Offense	\$500
4 <sup>th</sup> Offense	\$1,000
5 <sup>th</sup> Offense and beyond	\$2,000
Administrative Hearing Fee	\$750

ANIMAL FEES	
Administrative Fee	\$50/Day
Pick up Service Fee	
- 8 a.m. to 6 p.m.	\$60/Hour
- 6 p.m. to 8 a.m.	\$80/Hour
Boarding Fee	\$25/Day
Dog License	\$10/1-2 Year Vaccinations \$15/3 Year Vaccinations
<u>Potentially Dangerous Dog Registration</u>	<u>\$250/Year</u>
<u>Dangerous Dog Registrations</u>	<u>\$500/Year</u>
Kennel	
- Homebased	\$70/Year
- Commercial	\$90/Year
Chickens	\$120/One time

AMUSEMENT AND RECREATION	
Amusement Machine	\$15/Location + \$15/Machine
Dance	
- Annual	\$100/Year
- Per Event	\$10/Event

BUSINESS AND SERVICE LICENSES	
Investigation Fee	<del>\$5035</del>
Adult Entertainment Use	\$4,000/Year
Bed and Breakfast Use	\$100/Year
Sauna/Massage Parlors	\$2,000/Year
Fireworks	
- Retail/Tent	\$50/Occurrence
- Pyrotechnic Display	\$50/Occurrence
Pawnbroker	\$1,000/Year + \$1.25 per Transaction
Refuse Hauler	\$200/Year + \$50/Truck
Massage Therapist	\$200/Year

Taxicab	
- Driver License Fee	\$150/Year
- Operator License Fee	\$150/Year
Towing/Impound	\$150/Year
Finger Printing	\$15.00 per card/Customer Provides Fingerprint Card
Transient Merchant/Peddler	
- Week	\$50
- Month	\$150
- 60 Days	\$300
<del>Food Truck – Year</del>	<del>\$50/Calendar Year</del>
<del>Food Truck – Day</del>	<del>\$10</del>
- <u>Farmers Market – Season</u>	<u>\$120</u>
- <u>Farmers Market - Day</u>	<u>\$20</u>
Excavations/Mining	
- Active Area Fee	\$50/Acre
- Inactive Area Fee	\$25/Acre
- Restoration Credit	\$25/Acre

COUNCIL/COMMISSION PAY	
City Council Per Diems Per Day	\$35 for four hours or less; \$70 for more than four hours
- Special Council Meetings	
- Council Retreats/Work Sessions	
- Economic Development Authority Negotiations (EDA)	
- League of MN Cities Functions	Prior Approval Required
- Labor Negotiations	Prior Approval Required
- Employee Interviews	Prior Approval Required
- Mayor Only:	
◦ School/County Liaison	Mayor may appoint Council members to fulfill his obligations and approve attendance.
◦ MN Mayors Association	
◦ Speaking Engagements and other Civic Org.	
◦ Closing Property Acquisition	
◦ Fire District Study Group	
Planning Commission	
- Chairman	\$25/Meeting Paid Annually
- Member	\$20/Meeting Paid Annually
Park Commission	
- Chairman	\$25/Meeting Paid Annually
- Member	\$20/Meeting Paid Annually
Economic Development Authority	\$20/Meeting Paid Annually
Upper Rum River Watershed—Resident Appointed by Council	\$20/Meeting Paid Annually

DOCUMENT SERVICES	
Accident, Police, and Fire Reports	\$.25/Page; Over 100 Pages TBD

Copies - Paper/Copied - Thumb Drive - <u>videos or photos</u> <u>Body worn &amp; squad cam –redaction</u>	\$.25/page \$40.00/ per drive <del>35.00 per drive</del> <u>\$40.00 minimum per video plus additional redaction fees and staff time.</u>
- Colored Copies of Photos - Certificate of Survey (non-homeowner) - City Council Agenda & Minutes (mailed)	\$3/Page \$2/each
☐ Resident ☐ Non-Resident	\$25/Year <u>or \$5/weekly</u> \$25/Year + Postage <u>or \$10/weekly + Postage</u>
- Planning/Park Commission Agenda & Minutes (mailed)	
☐ Resident ☐ Non-Resident	\$12/Year \$12/Year + Postage

GENERAL AND MISCELLANEOUS	
Election Filing Fee	\$5
Mileage reimbursement for Personal	Current IRS Rate
Notary	\$2/Document
Public Nuisance Violation Administration Fee (assessable)	\$75/Occurrence
Certify Delinquent Invoices (except utilities)	10% of Delinquency
Certify Delinquent Utility Bills	10% of Delinquency
Fire Department Charges	See Ordinance 138
Fire Department - Burn Permit	\$10.00
Returned Checks	\$30/Check
Snowmobile Permit	\$15/Annual
Special Assessment Administrative Fee	\$100
Special Assessment Search	\$20/Each

LIQUOR AND TOBACCO LICENSE	
Liquor License	
- 3.2% Malt—Off Sale	\$50/Year
- 3.2% Malt—Off Sale—Special Event	\$25/Event
- 3.2% Malt—On Sale	\$200/Year
- Club License	\$200/Year
- Wine License	\$200/Year
- Intoxicating Liquor—On Sale	\$4,000/Year
- Intoxicating Liquor—Sunday Sales	\$200/Year
- Investigation Fee:	
☐ Single Application	\$200
☐ Partnership	\$300
☐ Corporation	\$400
Tobacco License	\$150/Year

**BUILDING FEES**



Adopted valuation schedule for Building Permit fees. Fees for Building Permits include: 1) the fees as set forth in the fee schedule and 2) the surcharge required by Minnesota Statute 326b.148 or as amended.

BUILDING PERMIT BY EVALUATION	
\$1 to \$500	\$29.50
\$501 to \$2,000	\$28 for the first \$500 plus \$3.70 for each additional \$100 or fraction thereof, to and including \$2,000.
\$2,001 to \$25,000	\$83.50 for the first \$2,000 plus \$16.55 for each additional \$1,000 or fraction thereof, to and including \$25,000.
\$25,001 to \$50,000	\$464.15 for the first \$25,000 plus \$12 for each additional \$1,000 or fraction thereof, to and including \$50,000.
\$50,001 to \$100,000	\$764.15 for the first \$50,000 plus \$8.45 for each additional \$1,000 or fraction thereof, to and including \$100,000.
\$100,001 to \$500,000	\$1,186.65 for the first \$100,000 plus \$6.75 for each additional \$1,000 or fraction thereof, to and including \$500,000.
\$500,001 to \$1,000,000	\$3,886.65 for the first \$500,000 plus \$5.50 for each additional \$1,000 or fraction thereof, to and including \$1,000,000.
\$1,000,001 and up	\$6,636.65 for the first \$1,000,000 plus \$4.50 for each additional \$1,000 or fraction thereof.
Plan Review fee of 65% of the building permit fee for valuation-based building permits & all commercial permits. (Except as per MN Rules 1300.0160, Subp. 5 for similar plans after first submittal, a 25% plan review fee may be paid-residential valuation-based building permits only.)	

BUILDING PERMIT—SET FEE	FEE	ESCROW/STATE FEE
Admin Zoning Fee for Permits	\$50	
Accessory Structures 200 sq. ft. and less	\$50 zoning permit	
Accessory Structure over 200 sq. ft	By valuation	State Surcharge
Basement Finishes Permit	\$140	State Surcharge
Building Demolition	\$110	\$500
Building Demolition—Commercial	By Valuation	\$1,000
Building Relocation Permit	\$110	Performance Security Required
Contractor Verification Fee	\$10	
Dock Permit	\$50	\$250
Driveway Permit—New & Replacement		
- Under 75' Length	\$50	\$250
- Over 75' Length	\$100	\$500
- Over 600' Length	\$350	\$2,000
- Parking Pad or Driveway Extension	\$50	
Fence—Residential Only		
- 6' and under	\$50 Zoning Permit	
Fireplace	\$120	State Surcharge
Fuel Tank Removal	\$120	

Engineer's Review of Building Permit	\$154	
HVAC—Heating Installations	\$120	State Surcharge
HVAC—Air Conditioning	\$120	State Surcharge
Inspections—After Hours	\$70/Hour, minimum 2 hours	
Investigation Fee	Not to exceed permit fee	
Irrigation—Connected to City	\$75 back flow preventer	State Surcharge
Manufactured Home Setup	\$100	State Surcharge
<a href="#">Micro-Unit Inspection, per MN Rule 327.30</a>	<a href="#">\$100</a>	
On-Site Septic		
- Type I—IV	\$275	
- Type V	By cost incurred	
- Operating Permit	\$125/Year	
- Soil Verification	\$120	
- Septic System Pumping Verification	\$20	
Parking Lot—Commercial	\$120	\$1,000 + State Surcharge
Plan/Zone Review of Building Permit	\$195	
Plumbing	\$120	State Surcharge
Pools exceeding 5,000 gallon and 24" in depth	By Valuation	State Surcharge
Re-Inspection Fee	Not to exceed \$75/Trip	
Retaining Wall Over Four Feet	By Valuation	State Surcharge
Roofing—Residential Single-Unit Detached	\$120	State Surcharge
Roofing—Residential attached townhomes, twinhomes, and multifamily	By Valuation	State Surcharge
Siding—Residential Only	\$95	State Surcharge
Signs	\$120	State Surcharge
Solar—Residential/Commercial	\$120	State Surcharge
Water Softener Permit—Residential Only	\$75	State Surcharge
Water Heater—Residential Only	\$75	State Surcharge
Windows/Doors	\$120	State Surcharge
Commercial Buildings (Plumbing, Mechanical, Fire Alarm, etc.)	By Valuation	State Surcharge

- All commercial permits and anything not listed above will be based on valuation + plan review + State Surcharge.
- Permits over 180 days of inactivity are null and void with no refund.
- Permit extension not to exceed ½ permit fee and Building Inspector makes determination.
- No refund on plan review fees; maximum refund is 75% of total fee for permit fees; no refund for State Surcharge.
- STATE SURCHARGE collected in accordance with MN Statutes 326B.148.

NEW CONSTRUCTION/REMODEL ESCROW DEPOSITS	
Admin Escrow Fee/Non-Refundable	\$250/per property
3" Topsoil	\$1,000
Culvert	\$1,500
Curb Box and Meter	\$1,500
Driveway	\$3,000

Erosion Control	\$300—\$500
Final Grading	\$500—\$1,500
Litter/Debris Clean-Up	\$300—\$500
Retaining Wall	\$30.00 per sq. ft.
Sidewalk	\$12.00 per sq. ft.
Sod/Seed	\$3,500
Steps	\$12.00 per sq. ft.
Swimming Pool Fence	\$1,500
Street Cleaning	\$250
Trees	\$750

**COMMUNITY DEVELOPMENT FEES**

LAND AND PROPERTY USE	FEE	ESCROW/STATE FEE
Administrative Subdivision	\$350	\$2,000
Annexation	\$250	\$2,000
Appeal	\$200	\$1,000
Comprehensive Plan Amendment	\$450	\$2,000
Conditional Use Permit	\$350	\$2,000
Environmental Review	\$350	\$650
Excavation/Fill Permit (Admin)	\$100	\$250
Excavation/Fill Permit (IUP)	\$350	\$2,000
Home Occupation (IUP)	\$350	\$2,000
Home Occupation (Permitted)	\$50	
Interim Use Permit	\$350	\$2,000
Minor Subdivision	\$350	\$2,000
Ordinance Amendment	\$350	\$2,000
Planned Unit Development	\$350	\$2,000
Rental Housing Licensing		
- Single Family or First Unit	\$50	
- Each Additional Unit	\$15/Each	
- Late Fee Due 1/16	\$50	
- Late Fee Due 3/16	\$150	
- Conversion Fee	\$100	
- Re-Inspection Fee	\$25/Each Unit	
Sign Permit Zoning Review (Admin)	\$75	
Sign Permit Zoning Review (Full)	\$250	\$350
Sign Permit Zoning Review (Temporary)	\$25	
Sign Permit—Commercial	By Valuation	State Surcharge
Rezoning	\$350	\$2,000
Site and Building Plan Review (Admin)	\$100	\$250
Site and Building Plan Review (Full)	\$350	\$2,000
Street/Utility Easement Vacation	\$350	\$1,000
Subdivision		
- Sketch Plan	\$300	\$500
- Preliminary Plat (Rural)	\$400	\$400 + \$125/Lot

- Preliminary Plat (Urban)	\$400	\$425 + \$175/Lot
- Final Plat	\$350	\$650
Temporary Habitat Permit	\$500	\$5,000
Temporary Outdoor Sales Permit/License	\$50	
Wetland		
- Replacement Plan Review with Plat	\$350	\$650
- Replacement Plan and Excavation	\$350	\$650
- Delineation	\$350	\$1,000
Vacant Building Registration Fee		
- First Year	\$125	
- Second Year Renewal	\$250	
- Third Year Renewal	\$350	
- Fourth Year Renewal	\$500	
- Fifth Year Renewal and Beyond	\$700	
- Vacant Building Administration Fee	\$100	
Variance Application	\$350	\$2,000
Park Dedication	2,500/Lot	
TIF Application/Business Subsidy	\$350	\$3,000

- Applicants are responsible for all costs incurred by City for consultant fees.

**PUBLIC WORKS FEES**

PARK AND FIELD	Resident	Non-Resident
Concession Stand	\$50/Event	\$100/Event
Ball Park Use—		
• Non-profit Organization	\$150 - Annual Fee	
• Outside Organization	\$100/Night for Season	\$200/Night for Season
• One Game Fee	\$40/Game	\$80/Game
Damage Deposit	\$50—Refundable	\$75—Refundable
Key Replacement	\$50/Each	\$50/Each
Football Field	\$40/Each	\$50/Each
Football Youth Program	\$60/Week per team	
Woodbury Gazebo Rental	\$80/Event	\$130/Event
Rink Rental for Reserved Time	\$30/Hour for afterhours rental	\$80/Hour for afterhours rental
Restroom	\$30/Event	\$60/Event
Picnic Shelter	\$30/Event	\$60/Event
Soccer Youth Program	\$60/Week per team	
Soccer Field	\$40/Each	\$50/Each
Warming House	\$80/Event	\$130/Event

COMMUNITY CENTER	
Resident	\$50/Event
Non-Resident	\$100/Event
Damage Deposit	\$150
Late Key Return	\$25 if not returned within 2 business days of event

<p>City Benefit</p> <ul style="list-style-type: none"> <li>- St. Francis Lions/Lioness</li> <li>- St. Francis Senior Citizens Group</li> <li>- St. Francis Area Jaycees</li> <li>- St. Francis Youth Association (4-H, Scouts, Hockey, etc.)</li> <li>- St. Francis Ambassador Program</li> <li>- St. Francis Area Chamber of Commerce</li> <li>- Other Government Agencies</li> <li>- Local Church Organizations</li> <li>- St. Francis Based Non-Profit Organizations</li> </ul>	<p>Damage Deposit + Fees will be waived for these uses unless the Council specifically determines that the fees should be imposed.</p> <p>Donations will be accepted for use of facility unless Council specifically determines that the fees should be imposed.</p>
<p>Priority for Use in Event of Conflict</p> <ul style="list-style-type: none"> <li>- City of St. Francis</li> <li>- Non-Profit located with the City limits</li> <li>- Residents (individuals or groups)</li> <li>- Non-Profit located outside of City limits</li> <li>- Non-Residents (individuals or groups)</li> </ul>	<p>Based on earliest request if more than one applicant of the same class seeks conflicting dates.</p>

EQUIPMENT AND STAFF USE	
One Ton Truck with Plow	\$55/Hour
Belos with Attachment	\$55/Hour
Crane Truck	\$60/Hour
Electric Generator	\$60/Hour
Grader	\$90/Hour
Zero Turn Mower	\$50/Hour
Pick Up Truck	\$40/Hour
Tandem Axle Truck	\$90/Hour
Tandem Axle Truck with Plow	\$110/Hour
Tool Cat/Skid Steer w/Attachments	\$80/Hour
Tractor with Loader or Attachments	\$60/Hour
<p>Pay Loader</p> <ul style="list-style-type: none"> <li>- Hourly equipment rates DO NOT include the cost of the operator or cost of fuel and gas.</li> </ul>	\$90/Hour
Staff Time	Two Times Step 8 of Their Pay Grade

STREET AND ROADS	
Road Right-of-Way—Registration	\$35 + \$2,000 Escrow
Road Right-of-Way—Permit Application	\$150 + Consultant Fees
Street Opening	\$50 + bond or Deposit and Consultant Fees
Small Cell/Pole Attachment	\$500 per unit 1-5 \$100 per unit 6+

UTILITY FEES
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Access Charge - Sewer Equivalent Connection - Water Equivalent Connection	\$4,284/Each \$3,060/Each
<del>Unsubsidized Access Charge (outside city limits)</del> <del>— Sewer Equivalent Connection</del> <del>— Water Equivalent Connection</del>	<del>\$8,568/Each Equivalent Unit</del> <del>\$6,120/Each equivalent Unit</del>
Truck Line Charge - Water Truck Line Availability - Sanitary Sewer Truck Line Availability	\$2,956/Net developable acres \$4,150/Net developable acres
Tapping and Connection Permits - Tapping and Water Connection - Tapping and Sewer Connection - Water Connection - Sewer Connection	\$125 \$125 \$50 \$50
Water Meter Deposit Equipment - ¾" - 1" and Larger	\$465.15 Cost + 10%
Water Shutoff/Disconnect 7:00 a.m.—3:00 p.m., Water Reconnect 7:00 a.m.—3:00 p.m.	\$35 \$35 The Disconnect and Reconnect fee for water shall be waived if a resident leaves for two consecutive months during the time from October to March.
Meter Repair (not removal or installation)	Time and Materials/\$50 minimum
Curb Stop - Locate ° Summer ° Winter - Driveway Cover - Repair - Box	\$25 minimum \$50 minimum Cost Time and Materials with \$50 minimum Cost
Hydrant and Gate Valve Repair	Time and Materials with \$50 minimum
Hydrant Meter Deposit	\$800
Non-Response to Tagging Notice	\$250/Month until resolved
Unmetered Use of City Water	\$200/per occurrence
Wells and Well based Irrigations	\$20

SEWER RATES	
Monthly Base Fee	<del>\$21.24</del> <u>\$21.66</u>
Charge per 1,000 Gallons Used	<del>\$8.32</del> <u>\$8.49</u> equivalent conn
Sewer Users Only	Sewer Base Rate + 6,000 Gallons @ Water Rate

- Winter residential sewer rates (November through April billings) are based on actual water consumption used for the month billed.
- Summer residential sewer rate (May through October billings) are based on the average of water consumption used for January, February, and March billings. If the winter water usage average is 3,000 gallons or less, the

consumption billed will be the actual usage up to a maximum of 3,000 gallons. Any average usage greater than the 3,000 gallons will be billed the actual usage up to the minimum average calculated.

- Note: Consumption amounts are not billed greater than actual usage.

STORMWATER	
Stormwater Rate	\$ <del>5</del> .00/Month per Parcel ( <del>\$60</del> 72/Year) \$10.00 Late fee, applied July 1 <sup>st</sup>
Grading/ESC Escrow	\$2,000 per gross acre or \$750 per SF or Twin family home. Whichever is greater.

WATER RATES	
Monthly Base Fee	\$ <del>15.28</del> \$16.04
- MN State Test Fee	\$0.81
Charge per 1,000 Gallons Used per Equivalent Connection	
- 0—14,999	\$ <del>4.73</del> \$4.97 equivalent conn
- 15,000—29,999	\$ <del>4.96</del> \$5.21 equivalent conn
- 30,000—44,999	\$ <del>5.72</del> \$6.10 equivalent conn
- 45,000+	\$ <del>6.81</del> \$7.18 equivalent conn
Bulk Water	
- System Access Charge	\$50
- Charge per 1,000 Gallons Used	\$6.84

(Ord. 196, SS, 7-21-2014, eff. 8-24-2014; Ord. 201, SS, 6-05-2015, eff. 7-06-2015; Ord. 226, SS, 12-05-2016, eff. 1-09-2017; Ord. 230, SS, 9-5-2017; Ord. 235, SS, 12-4-2017; Ord. 241, § 1, 7-2-2018; Ord. 244, SS, 12-17-2018, eff. 1-16-2019; Ord. 248, SS, § 1(Exh. A), 5-20-2019; Ord. 256, SS, § 1(Exh. A), 12-2-2019; Ord. No. 267, SS, § 1(Exh. A), 12-7-2020, eff. 1-11-2021; Ord. 286, SS, 12-20-2021; Ord. No. 302, SS, § 1(Exh. A), 12-5-2022)



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** 2023 COLA  
**DATE:** November 6, 2023

**OVERVIEW:**

At the Work Session on June 27, 2023, Council discussed the 2024 non-union cost of living increase. The work session packet included the following data;

COLA for 2024 for non-union employees

*Several pieces of data are used to set the non-union rate. This includes reviewing the Governors salary cap, transitory inflation and consumer price index. It has been compared to bargaining units in the past, however that is difficult as those contracts provide other benefits that non-union staff do not receive beyond the COLA.*

*Here is what we know:*

	Consumer Index	Transitory	Governor Salary Cap	SF COLA awarded
2021	4.7%	3.92%	1.2%	2.75
2022	8.0%	5.89%	6.2%	3.0
2023	5.8%	5.6%	7.7%	3.0
2024	Predictions indicate 3.6% to 4.3%			

*An issue that comes with not keeping up with general inflation is that our salary scales will fall behind and decrease our ability to be competitive when hiring. Several cities are in the process of conducting wage studies to ensure they are in a competitive market. St. Francis has not completed a wage study since 2007.*

At that time, it was decided that a 3% COLA salary adjustment for non-union staff would be considered for the 2024 calendar year.

For disclosure, the City Administrator is considered part of the non-union staff.

**ACTION TO BE CONSIDERED:**

Motion to approve a 3% cost of living adjustment for non-union staff.





# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** Administrative Captain Hybrid Position  
**DATE:** November 6, 2023

**OVERVIEW:**

Position was discussed throughout the financial planning process and within several work sessions. This position is a hybrid created to meet the needs of City Administration as well as the Fire Department.

**As discussed on October 30<sup>th</sup>:**

- Hire a shared Administrative Captain FTE position that would work to fill the needs of City Hall Administration and Fire.
- Position would be hired at a Grade 10, \$31.52 an hour, Exempt position (does not qualify for overtime pay)
- Budget considerations could be:
  - 2024 – seasonal position, funds from vacant PT assistant chief, Nowthen contract
  - 2025 – seasonal position, funds from vacant PT assistant chief, Bethel contract, PS funds
- This position would be posted internally first, and if no response or qualified applicants it would be opened to public.
- This position will work a Tuesday through Friday, 10-hour day schedule.

**ACTION TO BE CONSIDERED:**

Council to approve the Position Description and authorize staff to release the position for hire.

**Attachments:**

- Position Description



- Plans and assigns duties to employees under his/her command.
- Ensures adequate staffing and scheduling in accordance with Department policy and procedures, standard operating guidelines and orders of the Fire Chief.
- Prepares personnel, payroll, and activity reports for the Fire Chief.
- Plans, conducts and documents firefighter training as directed by the Fire Chief.
- Makes recommendations relating to hiring, transfer, suspension, promotion, discharge, assignments, rewards or discipline of subordinates.
- Maintains discipline.
- Establishes effective working relationship with others.
- Attends regular and assigned training as determined by superiors.
- Represents the Fire Department at local meetings, conferences and schools, as assigned.
- Performs other duties, as assigned or apparent, including firefighter duties as outlined in the Firefighter position description.
- Effective and respectful communication and interactions with other employees, supervisors, individuals from other organizations, and citizens.
- Carries out duties in conformance with Federal, State, County and City laws and ordinances.
- Assists Deputy Administrator-City Clerk and Deputy Clerk with elections and acts as an elections judge.
- Safety Committee representative for City Hall and Fire Department
- Assists in administrative projects from Department Heads at City Hall
- Assists with the City Newsletter

**KNOWLEDGE, SKILLS, AND ABILITIES**

- Considerable knowledge of standard office procedures, tools, equipment and practices.
- Considerable ability to read, understand and follow policies and procedures.
- Considerable ability to operate standard office equipment, including a personal computer with word processing and spreadsheet software.
- Considerable ability to promote and provide excellent customer service, to communicate effectively and tactfully and to maintain effective working relationships with City staff, contacts from outside agencies and the public.
- Considerable ability to organize and prioritize work
- Considerable ability to prepare or generate accurate reports.
- Working ability to perform work that requires bending, crouching, lifting and carrying of files and pushing/pulling to retrieve documents and sitting to perform data entry for long periods of time.
- Ability to be assertive, but not demanding
- Train and evaluate firefighters
- General knowledge of building construction
- Principles of public education
- Principles of emergency scene management including the MN Incident Management System.
- Principles, practices, and methods of fire prevention, comprehensive fire suppression, rescue, emergency medical and hazardous material services.
- Principles of supervision, management and administration including carrying out performance evaluations and scheduling.
- Pertinent Federal, State and local laws, codes, regulations, and ordinances.

- St. Francis Fire Department policies and procedures, and the City of St. Francis Emergency Management Procedure.
- St. Francis Fire department training programs.
- City personnel policies and procedures.

**MINIMUM QUALIFICATIONS**

Meets all qualifications of Firefighter. Three (3) years of experience on the St. Francis Fire Department or equivalent experience approved by the Fire Chief. Current Minnesota Fire Service Certification Board. Firefighter I, Firefighter II, Current Minnesota EMSRB Certified Emergency Medical Technician. NFPA 472 Haz Mat Operations, Fire Instructor I, Associates Degree in a related field.

DRAFT



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** City Hall Public Business Hours - Update  
**DATE:** November 6, 2023

**OVERVIEW:**

Discussion of updating City Hall hours in which we are open to the public occurred at the Work Session on October 30<sup>th</sup>

Council had a majority consensus to update the City Hall hours to include Friday for hours open to the public from 7 am to 11am beginning on January 2, 2024

**City Hall public business hours will be as follows:**

Monday through Thursday – 7 am to 5:30 pm  
 Friday 7 am to 11 am

- Fridays will have limited staff with the ability to receive documentation and transfer technical needs to the appropriate person to be managed on Monday
- The Building Official currently works on Friday mornings for field inspections and limited office time.
- Two existing staff have identified that they are interested in an updated schedule of Monday – Thursday 7 am to 4:30 pm and Friday 7 am to 11 am.
- Additional staff may have an opportunity to change schedule, and will be reviewed on a case-by-case basis to ensure there is adequate staff to meet the full Monday through Thursday operation hours.

**ACTION TO BE CONSIDERED:**

Council to update the public City Hall hours to include Friday.