



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Monday, March 17, 2025 at 6:00 PM

AGENDA

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CONSENT AGENDA**
 - A. City Council Minutes - March 3, 2025
 - B. City Council Work Session Minutes - February 24, 2025
 - C. Hiring Part-Time Firefighter- Contingent
 - D. Restricting Parking on Woodbine Street and 229th Lane
Resolution 2025-15 restricting parking on Woodbine St and 229th LN
 - E. Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
- 7. PUBLIC HEARING**
- 8. OLD BUSINESS**
 - A. Dangerous Dog Ordinance Amendment – Second Reading
Ordinance 345 Amending the City Code Chapter 8 Section 3-1 Animals, Dog Licensing and Regulation

Resolution 2025-16 Summary Publication of Ordinance 345
- 9. NEW BUSINESS**
 - A. Fleet/Body Camera Systems
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
 - A. Fire Department Monthly Report - February
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**
 - March 19 - Planning Commission Meeting - Cancelled
 - March 24 - City Council Work Session - 5:30 pm
 - April 07 - City Council Meeting - 6:00 pm
 - April 09 - Citizens Academy
 - April 16 - Citizens Academy
 - April 21 - City Council Meeting - 6:00 pm
 - April 23 - Citizens Academy
 - April 26 - Spring Recycling Day 8:00 am - 12:00 pm
- 14. ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
March 3, 2025
6:00 p.m.

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

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

2. ROLL CALL

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

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

3. APPROVAL OF AGENDA

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

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

Nays: None

Motion carries: 5-0

4. CONSENT AGENDA

- A. City Council Minutes - February 18, 2025
- B. Code of Conduct
- C. Rental License Approvals
- D. Acknowledgement for Excluded Bingo Permit
- E. Payment of Claims

Muehlbauer shared that he will be abstaining from this vote.

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

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

Nays: None

Abstain: Muehlbauer

Motion carries: 4-0-1

5. MEETING OPEN TO THE PUBLIC

Anthony Colby, 4852 239th Avenue NW, came forward and shared that he would like to talk about tourism. He shared that there is a community out west that voted in private gaming versus tribal gaming. He noted that in order to do this in Minnesota, they have to show that it will not be competing with a tribe, and they have to get approval through the Racing Commission. He said that they can vote this in if they choose to. He suggested doing river tours down to Anoka for tourism. He shared that he thinks they need to loosen the grip on zoning restrictions in the City.

6. SPECIAL BUSINESS

A. Fire Service Consolidation Presentation by Triad Paradigm Presentation by Charlie Smith

Charlie Smith from Triad Paradigm reviewed a presentation with the Council on the fire service consolidation between St. Francis and Bethel. He reviewed the scope of the project and its goals as well the major study sections of the consolidation plan.

Robinson shared that he is glad that they were able to get a grant to fund this consolidation review. He said he wants to help out their fellow neighbors.

Muehlbauer asked about the timeline of this. Mr. Smith said he could bring this presentation to a Work Session so they could review it in smaller parts to see how they want to work through this.

Muehlbauer asked Mr. Smith how confident he is that they will be able to find a good solution for all parties involved. Mr. Smith shared that he is very confident based on what he has seen so far. He noted that they have already done the heavy lifting by already working together up to this point.

Mayor Vogel noted that this whole project will be a lot of work and this agreement has to be long-term for it to make sense. He said he is hoping this would be a minimum of a ten-year contract.

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS - NONE

9. NEW BUSINESS

A. Dangerous Dog Ordinance Amendment – First Reading
Ordinance 345 Amending the City Code Chapter 8 Section 3-1 Animals, Dog Licensing and Regulation

City Clerk Wida reviewed the Staff report in regard to an amendment to the dangerous dog ordinance amendment.

Muehlbauer said he thinks this change is a great idea and is in full support of it.

City Attorney Schaps said this process gives the dog owners their chance to speak with an impartial hearing officer on this matter and thinks it needs to be changed in the code.

Muehlbauer said that he has dealt with one potentially dangerous dog hearing and it was not fun and he is glad to see this process changing.

Faanes shared that she also likes this idea. She asked if there is anything currently in code about dumped dogs who then fit the criteria of a dangerous dog. Police Chief Schwieger said they would begin an investigation to find out whose dogs these are. He noted that if they cannot find the owner then there would be a quarantine period for the dog through Animal Control. He said from this point they would make a determination on a case-by-case basis.

Udvig shared that this will take any potential bias out of the equation and make this process fair for all residents.

Robinson asked where the funding has come from in the past for administrative hearings. Thunstrom shared that this process is in the fee schedule, and they will set up the administrative hearing with the dog owner.

Robinson asked where the dog would be held while they waited for the hearing. Schwieger shared that after the first offense, the dog owner is issued some paperwork and the dog likely would have a quarantine period, which can happen at the owner's home.

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT ORDINANCE 345 AMENDING THE CITY CODE CHAPTER 8 SECTION 3-1 ANIMAL, DOG LICENSING, AND REGULATION.

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye
Councilmember Faanes	aye
Councilmember Udvig	aye

Motion carried: 5-0

10. MEETING OPEN TO THE PUBLIC

Anthony Colby, 4852 239th Avenue NW, came forward and noted that there are kennels at the dog park and the Peace Officer could drop off a dog there in situations when dogs are being dumped. He asked what benefit the City will be getting out of the consolidation of fire services with Bethel. He stated Oak Grove

likely has a better water supply. He said these are just things he would like the Council to think about and would like them to open their minds and think big.

11. REPORTS - NONE

12. COUNCIL MEMBER REPORTS

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

Robinson shared that he, Thunstrom, and Carpenter will be going to the Capitol to testify at the Capital Investment Hearing for funding of the Highway 47 infrastructure project.

Udvig shared that the Council should have all received an email from Michelle Anderson about participating in a Shark Tank scenario and she encouraged everyone to read this email and reply to Ms. Anderson with their thoughts.

Mayor Vogel shared that the MPCA came and did an inspection of the wastewater treatment plant last week. He stated the two main takeaways from this visit is how outstanding Water and Sewer Supervisor Parish Barten is for the City and that sodium will be the main concern of the wastewater treatment plant that will have to be addressed. He added that he will be meeting with the School District to discuss how things are going and the possibility of pushing Bridge Street through to Highway 47 in the future.

Public Works Director Carpenter shared that they will begin clearing trees across the street this week.

13. UPCOMING EVENTS

March 10 - Charter Commission Meeting - 5:30 pm
March 17 - City Council Regular Meeting - 6:00 pm
March 19 - Planning Commission Meeting - CANCELLED
March 24 - City Council Work Session - 5:30 pm

14. ADJOURNMENT

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

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

Nays: None

Motion carries: 5-0

There being no further business, Mayor Muehlbauer adjourned the regular City Council at 7:00 p.m.

Jennifer Wida, City Clerk

DRAFT

CITY OF ST. FRANCIS
CITY COUNCIL WORK SESSION AGENDA
St. Francis City Hall Fire Station, 3750 Bridge Street NW
February 24, 2025
5:30 p.m.

1. **CALL TO ORDER**

The City Council Work Session meeting was called to order at 5:30 p.m. by Mayor Mark Vogel.

2. **ROLL CALL**

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

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk Jenni Wida, and Deputy Administrator-Public Works Director Paul Carpenter.

3. **AGENDA ITEMS**

A. **City Facilities Discussion**

Public Works Director Carpenter reviewed the Staff report in regard to three City buildings, the old City Hall, the church property on Rum River Boulevard, and the ice rink warming house.

Muehlbauer shared that he does not feel strongly about whether or not they use the old City Hall building as a municipal THC dispensary. He said if they could sell the property for \$500,000, then he would be more in favor of selling the building. He noted that the building on Rum River Boulevard would not be the kind of Community Center that the residents would be looking for.

City Administrator Thunstrom explained that if a city owns and operates a dispensary, they will not be eligible for federal grants and funding for drug enforcement and trafficking. She said they are not currently receiving any federal funding for this as there is not a need for it.

Muehlbauer said he is leaning away from a municipal dispensary as the State benefits are not great. He added that the startup costs to make this building a dispensary do not seem to be worth it at this time.

Carpenter shared that they are on a timeline to decide whether or not they would like to purchase the church property off of Rum River Boulevard. He noted this property could be used as is if they wish to defer expenses at this time. He said what makes this property unique is that it is attached to Community Park. He added that they could also turn the warming house into a year-round facility to be used as a smaller Community Center.

Muehlbauer asked where the estimated renovations budgets came from. Carpenter shared that he has not done all of the research to know if this is an accurate estimate as it was just a best guess.

Mayor Vogel asked how much the property would cost if they purchased it from the church. Carpenter shared that the church said they would sell it for \$275,000. He added that the water valve at this property is damaged and would cost another \$10,000 to \$15,000 to fix.

Robinson shared that Zillow has the value of this property between \$242,000 to \$287,000.

Faanes asked if they bought this property and left it as is for now if they could just turn off the water. Carpenter said the valve has to be repaired eventually as it could flood the building and they would not be able to turn it off at the street.

Muehlbauer asked if they have the funding in the park fund to purchase this property. Thunstrom shared that they could use funding from the park fund, the municipal liquor store, or proceeds from the sale of the old City Hall to purchase this property.

Faanes shared that she would be in favor of selling the old City Hall as she does not think the benefits of having a municipal dispensary outweigh the potential federal grants and funding for drug enforcement and trafficking if they were to ever need it. She added that the church building would be nice to have; however, it would not be what the residents are expecting a Community Center to be. She noted that there is still a need for community rooms. She asked what the \$200,000 estimate for the warming house would go towards. Carpenter shared it would fix the boards, re-roof the building, asphalt the parking lot, and other repairs.

Faanes said it would be nice to see the warming house updated.

Muehlbauer asked if they have any money left in the maintenance fund. Thunstrom shared that the dollars that have been put into this fund are for maintenance. She noted that park dedication funds cannot be used for maintenance.

Mayor Vogel asked if park dedications fund could be used to purchase the church property. Thunstrom noted that the use of these funds is guided by State statute and have to be used for something that is new or an improvement. She explained that if they were to build a new building on this site then it would qualify for park dedication.

Robinson said he would like to sell the old City Hall building since they already have three interested parties. He noted that having a municipal dispensary would be too much of a burden. He asked for a breakdown of the repairs at the warming house. Carpenter explained that they would be looking at turning the parking lot to

the west into a basketball court, the center parking lot would remain for parking, the warming house would have renovations done and there would be an extension to the north where they would have a covered area with picnic tables, and the ice rink would be asphalted with six pickleball courts for summer use. He shared the idea of adding a firepit in this area.

Robinson stated he would be in favor of purchasing the church property. He asked about the vision of these renovations. Carpenter shared that they would want to open up the top floor of the house and make it ADA accessible. He added that they would do the same with the garage.

Robinson shared that he likes the idea of purchasing this property for a Community Center. He said he would hate to see the building demolished rather than renovated. He noted this would be their opportunity to give the residents something that they have been asking for.

Faanes asked if the pickleball and basketball courts would all be first-come-first-serve. Carpenter said yes.

Faanes asked if any of the neighborhoods in the City would rent out their community rooms to other residents. Udvig shared that these neighborhoods tend not to rent these rooms to non-neighborhood residents as this amenity is a selling point for the residents who do live in the neighborhood.

Muehlbauer said he would not want to call the old church building a Community Center but rather a Community Room or Community Space.

Robinson asked how negotiations would take place for this church property. Thunstrom shared that in the past they have used Michelle Anderson with BGS and that is properly who they would use to purchase the church building and sell the old City Hall. She added that they could also use their attorney firm to negotiate the purchase of the church property.

Carpenter added that the church's realtor is already aware of the issue with the water valve at the building.

Udvig said she does not see the old City Hall building as a place where they would want a dispensary if they were wanting to have one anyway. She shared that if they do not have a municipal dispensary, then she thinks they will end up regretting this decision. She stated there are a lot of people who use THC in the City and whether they purchase it through the City or one of the retail locations, they will still be purchasing it. She added that having a municipal dispensary making them ineligible for federal funding for drug prevention could change in the future. She reiterated that she does not think the old City Hall building would be the right building for a dispensary and supported selling it. She noted that if they can buy the church property, then she thinks they need to buy it as it would be of great

value to have this building as part of the park and if they pass on this opportunity now, they may never have it again. She shared that this park is being used more and more and it would be very beneficial to have this building. She added that she sits in on the Parks Commission meetings and this building was discussed at their recent meeting. She added that they also do not want to call it a Community Center since this would not be the kind of Community Center that residents would be expecting. She noted that the best route may be to demolish the building and use the property for whatever they need. She said they could put disc golf in place of the building.

Mayor Vogel shared that he would like to sell the old City Hall location. He explained that the State regulations around THC and cannabis are a mess and will take time to figure out and he does not want to see them hold onto this building with the hope of using it as a municipal dispensary. He said he would be in favor of purchasing the church property as this is a very rare opportunity to purchase a property so close to the park; however, he is not in favor of remodeling it and would rather see the funds they could use to renovate this building be used at the warming house. He stated that if they sold the old City Hall building, they could purchase the church property with those funds and still have some left over that they could use for the warming house project. He noted that if the residents are in need of a community room to host events, then they could look at renting out City Hall.

Robinson asked if there was something that they could do to isolate the upstairs portion of City Hall to allow people to rent it out during the day. Thunstrom explained that the upstairs was not finished with the intention of having occupants and if they wanted to use it they would have to make upgrades.

Faanes asked if there would be too many security issues with renting out the Council Chambers. Carpenter said yes.

Thunstrom explained that if they were going to rent out any area of City Hall then they would need to bring on a part-time employee to be at City Hall during events outside of business hours or they would have to pay existing Staff overtime. She noted that a lot of people who are needing to use a community room like this book far in advance.

Udvig asked how much they are currently charging for people to rent rooms in the old City Hall. Thunstrom said there is a \$150 deposit and \$50.00 per event for resident and \$100.00 for non-resident.

Robinson asked if there are any changes or updates that need to be made to the old City Hall building to make it sellable. Carpenter said there are none.

Thunstrom suggested listing the old City Hall building at the higher end as they can be more aggressive with their sales approach.

Udvig asked if there are any people who have reserved space at the old City Hall and if they will be able to still rent it out while it is in the process of being sold. Thunstrom explained that in any purchase agreement they will likely have a 60-day closing time frame. She noted that she would give any new renters, and existing renters notice of the sale.

Carpenter shared that they may be able to use the space at the warming house to be rented out while the old City Hall building is being sold.

The consensus of the Council was to move forward with selling the old City Hall and purchasing the church property off of Rum River Boulevard.

B. Mayor Term Length and Council Term Limits

Thunstrom reviewed the Staff report concerning Mayor and Councilmember term limits. She noted that they cannot change the term limits for Councilmembers but can for Mayor with a charter amendment.

Mayor Vogel shared that he is the one who brought this item forward. He explained that in order to be effective Councilmembers and Mayors, they need to have time to build relationships and respect, and he does not know how this can be done effectively in two years. He said he sees a lot of advantages to allowing a Mayor to have a four term. He shared that he has a dream to push Bridge Street through to Highway 47 and this is not something that can be done in two years. He added that this would not affect him as his term is up in 2026. He said he would like to see this go to a ballot so that the residents can vote on it. He noted that he would not want to move forward with this unless everyone on Council was on board.

Muehlbauer noted that they would want to put this on a ballot for a presidential election year when there is good voter turnout. He added that a lot of the propositions that are on the ballot to be voted on are not very clear, and people do not know exactly what they are voting on. He noted that he would like to see the Charter Commission done away with as it is overly regulatory, and the statute is already restrictive enough. He reiterated that he would like this to be on the ballot in 2028 as it would be a presidential election year, and more people would be showing up to vote.

Mayor Vogel asked if they could make an appeal for this in the newsletter. Thunstrom said they would want to communicate this to residents on Facebook, the City website, the newsletter, and other social media platforms.

Faanes shared that she was speaking to the Mayor of Corcoran, and he shared that they recently made the change to four year terms. She explained that all Councilmembers and Charter Commission members had to vote unanimously for this to be changed and if it was not unanimous then it had to go to the ballot. Thunstrom said they could go this route; however, the residents still have the ability

to petition this.

City Clerk Wida shared that at the end of the most recent general election there were 5,650 registered voters and 5% would need to petition this decision which would be 283 residents.

Robinson stated he is supportive of four-year terms for Mayors as whoever is elected put in lots of hard work campaigning and was voted in. He said he would like to see this done as transparently as possible.

Faanes suggested putting this on social media prior to it going to vote at the Council and Charter Commission levels to give the residents an opportunity to voice any concerns they may have. She said he would be in favor of this and would vote for it on both Council and the Charter Commission. She asked if they did away with the Charter Commission if just the Council would be able to make a decision on the term limits for a Mayor. Thunstrom shared that anything that the Council does has a right to be petitioned. She explained that if they change the Charter then they would rewrite the terms into statute.

Muehlbauer shared that he would like the residents to support this as well. He said if they do put this to a vote he would like it done during 2028. He asked Mayor Vogel what his ideas were for overall term limits for both Councilmembers and Mayors. Mayor Vogel said he would like the Councilmembers to be able to serve 12 years and a Mayor be able to serve eight years.

Muehlbauer noted that there is a lot more required of a Mayor, both in campaigning and in the role itself.

Udvig asked what would be involved in switching from the Charter to a statutory City. Thunstrom said the Council and Charter Commission would have to unanimously support this or it would have to be voted on by the residents.

Faanes asked if they would be able to get this on the Charter Commission's March 10 agenda. Thunstrom explained that they could put this discussion on the agenda to see how the Charter Commission feels about this before they organize the formal voting process.

Muehlbauer shared that it will be difficult to truly educate the residents on this as most of them do not read the newsletter or the City website.

Thunstrom noted that it would be beneficial to dissolve the Charter Commission for the limits it puts on Economic Development of requiring two readings and 30 days for ordinances, which is above and beyond statutory requirements. She added that they have also had a lot of vacancies open over the last several years and being required to have applications open for 30 days slowed down the process. She shared that the League of Minnesota Cities has a group that works specifically for

charters and suggested they have them come in for a Work Session.

Robinson asked if they will want the residents to be involved in this discussion if they have any questions for this group of the League of Minnesota Cities. Thunstrom said they could stream the meeting so residents can view it and ask questions.

Mayor Vogel asked how many cities in the State are Charter cities versus statutory cities. Thunstrom said there are 109 Charter cities out of 854 total cities.

The consensus of the Council was in favor of four-year Mayor terms and directed Staff to present this to both the Council and the Charter Commission.

C. Code of Conduct

Thunstrom reviewed the Staff report in regard to the code of conduct.

Mayor Vogel shared concerns with the requirement that Council must ask Staff questions about agenda items more than 24 hours in advance of a meeting. He said this is not realistic.

Muehlbauer said he understands the idea behind this; however, he wants to make sure that the Council is being realistic of their ask to Staff as they may not have an answer right away.

Mayor Vogel noted that he understands the intent of this but he does not like the way it reads.

Thunstrom said they could remove the 24 hour in advance requirement.

Mayor Vogel suggested including language around Council making an honest attempt to ask any questions about an item 24 hours in advance.

Udvig added that they could also add something about any question that is asked within 24 hours of a meeting that they will accommodate Staff and allow time to get back to them with an answer.

Faanes noted that they would still be able to ask questions at the meeting. She said she would never ask a question that she would expect an immediate response on. She added that it would be very hard for Council to think of every question they may have ahead of time. She said she would not want it to seem like they are having the meeting and asking all questions before the meeting itself.

Muehlbauer encouraged Councilmembers to call Staff ahead of the meeting if they need help understanding something so they can come best prepared to discuss the item at the meeting. He explained that once they get this understanding, they can

share it at the Council Meeting for clarification for any residents that may not have the understanding either.

Thunstrom shared that former Mayor Feldman used to contact Staff before the meeting and ask all of his questions, then he would also ask them at the Council Meeting so the residents also got the answers. She said Staff is always happy to answer these questions twice.

Faanes asked if they could just remove this requirement. Thunstrom said yes and noted that they could also change the language to ask Council to reach out to Staff with questions within a reasonable timeframe.

City Clerk Wida suggested changing the language to ask the Councilmembers attempt to ask Staff questions more than 24 hours in advance of a meeting.

Udvig said she does not think this is a huge issue at the time being; however, as Councils change it does not hurt to have something like this in the Code of Conduct.

Muehlbauer stated that asking questions before the meeting helps them understand the item better and give them more time to process. He noted that he would like this to be transparent as the residents could preserve this differently.

Robinson shared that he would never want to put Staff on the spot and expect an answer to a question right away. He said he is good with leaving this as is or adjusting the language to remove the 24-hour requirement and replace it with an ask to provide Staff sufficient time to answer the question.

Mayor Vogel suggested adding language that states Councilmembers will attempt to provide Staff sufficient time in advance of a meeting to ask questions. He noted that he has a concern with the next item in the Code of Conduct that states that the Council will let the City Administrator know ahead of time if they would like to pull an item from the Consent Agenda.

Udvig asked if this has to do with asking that the item be completely removed. Mayor Vogel noted an item cannot be removed entirely if the agenda is already published.

Wida said they can remove an item completely during the meeting but cannot be removed beforehand.

Muehlbauer noted that they can pull an item to be discussed right then and there before voting on it.

Mayor Vogel suggested changing this language to the same as the previous item

that Councilmembers will attempt to let the City Administrator know ahead of time if they would like an item removed from the Consent Agenda. He shared that he had a question on the item that states that Staff will strive to provide a full range of policy options and practicalities along with their recommendations and ground Council discussions. He asked what grounding Council means. Udvig stated this means that Staff will keep Council on track with the item.

Mayor Vogel requested they change the word 'ground' to something like 'center' or 'guide.'

Thunstrom said they can change this to the word 'guide.'

Mayor Vogel noted that Councilmembers should attend Staff meetings at least once in their career. He said he found it very beneficial when he sat in on a Staff meeting and he does not want it to be so restrictive that Council cannot attend these meetings. Faanes agreed.

Udvig suggested that Council be required to notify Staff if they would like to attend a meeting. She noted that some Staff meeting may not have any information that Council is interested in, that way Staff can let Council know if there is a more informative meeting that they could attend.

Wida suggested changing this language to state that Council should notify Staff of interest in attending a Staff meeting. The Council was in agreement with this language.

Faanes asked why this Code of Conduct was written in the first place. She asked if there have been issues in the past that led to the need of a document such as this. She also asked how this compares to Code of Conduct policies that they have for Staff. Thunstrom explained that they are not currently in a position where they need this Code of Conduct while there are other cities in the area that are putting similar Codes of Conduct in place to solve existing issues. She said they do have a Code of Conduct in the personnel policy which is very employee focused. She noted that this Code of Conduct applies to Council on a deeper level and is more specific to some of the issues that other cities are seeing.

Udvig shared that she looks at this Code of Conduct as a way to get ahead of the game in case there are ever any issues in the future. Mayor Vogel agreed.

Mayor Vogel shared that the *Star Tribune* reached out to him to get more information on why so many cities are adopting Codes of Conduct.

Thunstrom noted that Staff gets screenshots from residents if Councilmembers or Commissioners social media posts.

The consensus of the Council was to move forward with the discussed changes to the Code of Conduct.

D. Donation and Gift Rules

Thunstrom reviewed the Staff report concerning the donation and gift rules.

Mayor Vogel asked if they need to share where the money will be going when they receive donations. Thunstrom explained that there is a department that has been approached about a large donation; however, it is for a specific use. She said they would ask donors what the intent is for the donation so they can follow that. She added that they need to be including the donor's terms in the resolutions when they are voted on by Council. She noted that different causes have their own set of terms.

Muehlbauer noted that he does not believe that it is the City's place to donate to the Alexandra House. He asked if this is considered public health as there are members of the community that have greatly benefited from them. Thunstrom stated the Alexandra House is a great organization, but it is not classified as public health.

Thunstrom explained that the Alexandra House receives direct referrals from the Police Department for those who are in domestic violence situations. She noted that because of this, they are helping residents by donating to the Alexandra House. She said this would fall under the category of public safety and general welfare.

Muehlbauer shared that some places that request donations may be a great cause; however, he wants them to be careful where they donate.

Robinson noted that when the Police Department does a forfeiture that goes to auction, the City spends the money on the litigation process. He asked how this works. Thunstrom said she would have to look into this. She noted that forfeiture funds have to go towards equipment. She added that the Police Department funds are technically still the City's funds.

Udvig shared that Oak Grove has a set amount of money that they are able to give out as donations on a first-come-first-serve basis. She said they could look at this as a way to handle donations if it was something they were interested in down the line.

Muehlbauer asked if doing a joint fundraiser is different from a donation. Thunstrom explained that they helped the School District with a park; however, this park is counted in the City's park plan so there is a public benefit. She said there are ways that they have made donations in the past that make sense. She noted there is a process to fundraising and receiving donations that they have to follow.

Faanes asked why the City would be giving donations to anyone. She said it makes sense to give donations for something that will have a community benefit. She noted that the statute says they should not be doing fundraising with a few exceptions. She stated she does not think it is very transparent to accept donations. She said if there was someone who was making large donations to the City she would wonder why they were doing this and if they were expecting something in return. She noted that when someone gives a donation it becomes public money and makes the situation a very grey area. She added that they have already received two donations in 2025, as well as two donations for the Police Department in 2024, and five bikes for the bike rodeo in 2023. She shared that in 2022 she gave a \$100 check to the Fire Relief Association which was deposited into the City's general fund and she requested this money back as she was donating to the Fire Relief Association and not the City. She added that they received a lot of donations in 2022, including around \$3,000 from Peterbilt. She asked why Peterbilt would be donating so much to the City in one year. Muehlbauer noted that this would be a question for Peterbilt. He said if people want to make donations to the City then he will accept it. He noted that companies often make donations and do not expect anything in return.

Mayor Vogel noted that if a local business made a large donation to the City then it could be perceived as them trying to buy influence.

Udvig shared that there may be people who want to leave the City in their will or want to donate to the City for a certain cause.

Thunstrom explained that when they receive and spend donations, it is all outlined in the State audit every year. She noted that different people and companies donate for different reasons.

Faanes asked if the City asked for donations. Thunstrom said that for some City events the Chamber of Commerce will ask for donations; however, the City does not ask for donations. She noted that the donations that are received are unsolicited and come from someone who sees value in donating.

Mayor Vogel said he wants any donations received to be transparent.

Udvig shared that if a company is donating a lot of money to the City then should like to know why and if they have an ulterior motive; however, she does not think there are any donors that are currently giving to the City with an intent to get anything in return.

This item was for discussion only.

Faanes asked why some items are discussed at a Work Session while others are just discussed at Council Meetings. Thunstrom explained that topics that can become more complicated start as items at Work Sessions. She noted that these

meetings are typically more informal as well. She added that minutes are taken for every Work Session and these minutes are approved by the Council.

Wida noted that Work Sessions are not required to be live streamed under State statute and neither are regular city council meetings. There does need to be a record of minutes for each meeting.

Mayor Vogel added that for Work Sessions, they do not require all Staff to sit through these meetings that may not be relevant to them.

Udvig noted that Work Session discussions also help Council to prepare for these discussions when they take place at the Council Meetings.

Thunstrom added that Work Sessions are to provide Staff direction as they cannot make official decisions at these meetings.

Faanes shared that she received an email from a resident who owns a property that is a part of the street reconstruction project on Woodbine that was discussed at the last Council Meeting. She shared that the resident was not able to attend the meeting but heard that the project passed without sidewalks. She said this resident would like to have a conversation with the City about the land next to Casey's off of Bridge Street that he may be interested in. She asked who she should forward this email to. Thunstrom said she can send the email to her. She added that this resident has also already talked to Public Works Director Carpenter about the sidewalks.

Faanes asked about the other properties that the City owns and if they can make this list available on the City's website. Thunstrom shared that they have a general list of the properties that are owned by the City and this list is not public because some land is for park dedication and this could lead to some confusion with the residents. She noted that City properties that are for sale are listed on the website.

4. **ADJOURNMENT**

There being no further business, Vogel adjourned the City Council Work Session at 7:57 p.m.

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom- City Administrator
FROM: Dave Schmidt- Fire Chief
SUBJECT: Hiring Part-Time Firefighter- Contingent
DATE: March 17, 2025

OVERVIEW:

The fire department interviewed a candidate for the position of firefighter this past week. The fire department is requesting authorization to hire the candidate interviewed. The candidate is Hunter Doherty. The fire department is requesting authorization to hire Hunter Doherty as a firefighter assigned to Station 1, contingent on successful completion of all required pre-employment screening.

ACTION TO BE CONSIDERED:

Approve the hiring of Hunter Doherty as part-time firefighter for the City of St. Francis, contingent on successful completion of pre-employment screening, with a start date of April 1st, 2025.

BUDGET IMPLICATION:

All expenses covered by existing fire department budget.



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: Restricting Parking on Woodbine Street and 229th Lane
DATE: March 17, 2025

OVERVIEW:

The 2025 Street Reconstruction Project is proposing to have no parking on Woodbine Street and 229th Lane. This item was previously discussed at the February 18th meeting. It was decided that no parking would be allowed on Woodbine Street and 229th Lane. This resolution is required as part of the final approval from MnDOT such that state aid funds can be used on these two street segments.

ACTION TO BE CONSIDERED:

Adopt Resolution 2025-15 Restricting Parking on Woodbine Street and 229th Lane

BUDGET IMPLICATION:

None at this time.

Attachments:

- Resolution 2025-15 Restricting Parking on Woodbine Street and 229th Lane.

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

RESOLUTION 2025 - 15

**RESOLUTION RELATING TO RESTRICTING PARKING ON WOODBINE STREET AND
229TH LANE**

WHEREAS, this resolution passed this 17TH day of March, 2025, by the City of St. Francis in Anoka County, Minnesota. The Municipal Corporation shall hereinafter be called the City; and

WHEREAS, the City has planned the reconstruction of Woodbine Street NW (S.A.P. 235-156-001) from Rum River Boulevard NW to Bridge Street NW in the City of St. Francis, Minnesota; and

WHEREAS, the City has planned the reconstruction of 229th Lane NW (S.A.P. 235-121-001) from Ambassador Boulevard NW to Rum River Boulevard NW in the City of St. Francis, Minnesota; and

WHEREAS, the City will be expending Municipal State Aid funds on the improvement of these routes; and

WHEREAS, the intended use of these improvements does not provide adequate width for parking on both sides of the street; and approval of the proposed construction as a Municipal State Aid Street Project must be conditioned upon certain parking restrictions.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY OF ST. FRANCIS AS
FOLLOWS:**

1. The City shall ban the parking of motor vehicles on the above-described municipal state aid routes in accordance with the approved plans.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 17TH DAY OF MARCH, 2025.

APPROVED:

ATTEST:

Mark Vogel, Mayor

Jenni Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: March 17, 2025

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$271,536.66 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:

- 03-17-2025 Packet List-\$271,536.66

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

POSTED AND UNPOSTED

OPEN

Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 15 - AIRGAS NORTH CENTRAL							
5514496479							
00039653	AIRGAS NORTH CENTRAL	02/28/2025		104.96	104.96	Open	N
	CYLINDER RENTAL		DROBERTSON				03/17/2025
	101-43100-40217		OTHER OPERATING SUPPLIES	20.99		1.00	20.99
	101-43210-40217		OTHER OPERATING SUPPLIES	20.99		1.00	20.99
	101-45200-40217		OTHER OPERATING SUPPLIES	20.99		1.00	20.99
	601-49440-40217		OTHER OPERATING SUPPLIES	20.99		1.00	20.99
	602-49490-40217		OTHER OPERATING SUPPLIES	21.00		1.00	21.00
Total Vendor 15 - AIRGAS NORTH CENTRAL				104.96	104.96		
Vendor 10754 - ALLEGION ACCESS TECHNOLOGIES							
0907341124							
00039658	ALLEGION ACCESS TECHNOLOGIES	02/28/2025		252.00	252.00	Open	N
	SERVICE AND LABOR		DROBERTSON				03/17/2025
	609-49750-40401		BUILDINGS MAINTENANCE	252.00		1.00	252.00
Total Vendor 10754 - ALLEGION ACCESS TECHNOLOGIES				252.00	252.00		
Vendor 10666 - ANDERSON, BARB							
.03052025							
00039579	ANDERSON, BARB	03/05/2025		100.00	100.00	Open	N
	PARKS COMMISSION MEETINGS FOR 2024		DROBERTSON				03/17/2025
	101-45200-40441		MISCELLANEOUS	100.00		1.00	100.00
Total Vendor 10666 - ANDERSON, BARB				100.00	100.00		
Vendor 3811 - ANOKA COUNTY TREASURY							
AR022955							
00039648	ANOKA COUNTY TREASURY	03/07/2025		10,000.00	10,000.00	Open	N
	SO# 2409223-SITE 142 INSTALL F		DROBERTSON				03/17/2025
	404-41400-40589		CITY HALL/FIRE STATION	10,000.00		1.00	10,000.00
Total Vendor 3811 - ANOKA COUNTY TREASURY				10,000.00	10,000.00		
Vendor 6364 - ARTISAN BEER COMPANY							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
Vendor 6364 - ARTISAN BEER COMPANY							
3751006							
00039627	ARTISAN BEER COMPANY THC 609-49751-40257	03/07/2025 CBUSKEY THC		335.00	335.00	Open	N 03/07/2025
				335.00		1.00	335.00
Total Vendor 6364 - ARTISAN BEER COMPANY				335.00	335.00		
Vendor 10636 - AZ DEPARTMENT OF ECONOMIC SECURITY							
REMIT							
00039664	AZ DEPARTMENT OF ECONOMIC SECURITY Remittance Check 101-00000-21716	03/18/2025 DROBERTSON Remittance		158.00	158.00	Open	N 03/18/2025
				158.00		1.00	158.00
Total Vendor 10636 - AZ DEPARTMENT OF ECONOMIC SECURITY				158.00	158.00		
Vendor 6234 - BARNUM COMPANIES, INC							
43651							
00039558	BARNUM COMPANIES, INC WEST GATE REPAIR 101-45200-40401 101-43100-40401 601-49440-40401 602-49490-40401 101-42110-40401	03/01/2025 JSHOOK BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE		879.63	879.63	Open	N 03/17/2025
				175.92		1.00	175.92
				175.92		1.00	175.92
				175.92		1.00	175.92
				175.92		1.00	175.92
				175.95		1.00	175.95
43790							
00039656	BARNUM COMPANIES, INC WEST GATE REPAIR 101-42110-40401 101-43100-40401 101-45200-40401 601-49440-40401 602-49490-40401	03/12/2025 JSHOOK BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE		1,153.20	1,153.20	Open	N 03/17/2025
				230.64		1.00	230.64
				230.64		1.00	230.64
				230.64		1.00	230.64
				230.64		1.00	230.64
				230.64		1.00	230.64
Total Vendor 6234 - BARNUM COMPANIES, INC				2,032.83	2,032.83		
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due Units	Status Quantity	Posted Post Date Unit Price
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0109573200 00039649	BELLBOY CORPORATION BAR SUPPLY MISC 609-49751-40254 609-49751-40206	03/11/2025 CBUSKEY MISCELLANEOUS MERCHANDISE FREIGHT		36.66 30.50 6.16	36.66	Open 1.00 1.00	N 03/11/2025 30.50 6.16
0207028100							
00039650	BELLBOY CORPORATION BAR SUPPLY LIQUOR/WINE/THC 609-49751-40206 609-49751-40251 609-49751-40253 609-49751-40257	03/11/2025 CBUSKEY FREIGHT LIQUOR WINE THC		2,296.60 39.60 253.00 264.00 1,740.00	2,296.60	open 1.00 1.00 1.00 1.00	N 03/11/2025 39.60 253.00 264.00 1,740.00
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY				2,333.26	2,333.26		
Vendor 7244 - BREAKTHRU BEVERAGE							
413313669 00039633	BREAKTHRU BEVERAGE LIQUOR 609-49751-40206 609-49751-40252	03/08/2025 CBUSKEY FREIGHT BEER		(293.95) (1.45) (292.50)	(293.95)	Open 1.00 1.00	N 03/08/2025 (1.45) (292.50)
Total Vendor 7244 - BREAKTHRU BEVERAGE				(293.95)	(293.95)		
Vendor 10759 - CENTRAL TRAILER SALES, INC							
40301 00039644	CENTRAL TRAILER SALES, INC TRAILER AND REGISTRATION 402-43100-40588	03/07/2025 DROBERTSON MISCELLANEOUS EQUIPMENT		8,999.60 8,999.60	8,999.60	Open 1.00	N 03/17/2025 8,999.60
Total Vendor 10759 - CENTRAL TRAILER SALES, INC				8,999.60	8,999.60		
Vendor UB-REFUND - CIRSTEN DAVIDSON							
.030520255373 00039572	CIRSTEN DAVIDSON CREDIT REFUND 601-49440-40444	03/05/2025 DROBERTSON REFUND & REIMBURSEMENT		73.64 73.64	73.64	Open 1.00	N 03/17/2025 73.64
Total Vendor UB-REFUND - CIRSTEN DAVIDSON				73.64	73.64		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
Vendor UB-REFUND - CIRSTEN DAVIDSON							
Vendor 6761 - COMPASS MINERALS, INC							
1469211 00039555	COMPASS MINERALS, INC SALT 101-00000-14100	02/26/2025 JSHOOK		6,117.85	6,117.85	Open	N 03/17/2025
		INVENTORY OF MATERIAL/SUPPLY		6,117.85		1.00	6,117.85
1468213 00039556	COMPASS MINERALS, INC SALT 101-00000-14100	02/25/2025 JSHOOK		3,103.00	3,103.00	Open	N 03/17/2025
		INVENTORY OF MATERIAL/SUPPLY		3,103.00		1.00	3,103.00
1467183 00039557	COMPASS MINERALS, INC SALT 101-00000-14100	02/24/2025 JSHOOK		6,111.63	6,111.63	Open	N 03/17/2025
		INVENTORY OF MATERIAL/SUPPLY		6,111.63		1.00	6,111.63
Total Vendor 6761 - COMPASS MINERALS, INC				15,332.48	15,332.48		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2409765 00039588	DAHLHEIMER DIST. CO. INC BEER 609-49751-40252	03/05/2025 CBUSKEY		3,605.25	3,605.25	Open	N 03/05/2025
		BEER		3,605.25		1.00	3,605.25
Total Vendor 91 - DAHLHEIMER DIST. CO. INC				3,605.25	3,605.25		
Vendor UB-REFUND - DAVID CHRISTIAN							
.030520255154 00039571	DAVID CHRISTIAN CREDIT REFUND 601-49440-40444	03/05/2025 DROBERTSON		52.20	52.20	open	N 03/17/2025
		REFUND & REIMBURSEMENT		52.20		1.00	52.20
Total Vendor UB-REFUND - DAVID CHRISTIAN				52.20	52.20		
Vendor 1934 - DEHN OIL							
111850 00039657	DEHN OIL DYED DIESEL PERF GOLD 5%	03/06/2025 DROBERTSON		2,238.60	2,238.60	Open	N 03/17/2025
Total Vendor 1934 - DEHN OIL				2,238.60	2,238.60		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Agenda Item # 4E.

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Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due Units	Status Quantity	Posted Post Date Unit Price
Vendor 107 - ECM PUBLISHERS, INC							
1037940							
00039563	ECM PUBLISHERS, INC 2025 STREET RECONSTRUCTION BID 405-43100-40813	02/28/2025 DROBERTSON 2025 STREETS		170.50	170.50	Open	N 03/17/2025 170.50
Total Vendor 107 - ECM PUBLISHERS, INC				170.50	170.50		
Vendor EFTPS - EFTPS							
REMIT							
00039662	EFTPS Remittance Check 101-00000-21701 101-00000-21703 101-00000-21703 101-00000-21709 101-00000-21709	03/18/2025 DROBERTSON Remittance Remittance Remittance Remittance Remittance		2,989.85 540.69 987.77 987.77 236.81 236.81	2,989.85	Open	N 03/18/2025 540.69 987.77 987.77 236.81 236.81
Total Vendor EFTPS - EFTPS				2,989.85	2,989.85		
Vendor 110 - ELECTRO WATCHMAN, INC							
437637							
00039604	ELECTRO WATCHMAN, INC NEW MONTHLY SERVICES 101-41940-40401	02/25/2025 DROBERTSON BUILDINGS MAINTENANCE		378.20 378.20	378.20	Open	N 03/17/2025 378.20
437560							
00039605	ELECTRO WATCHMAN, INC CITY HALL INSTALLATION 404-41400-40589	02/26/2025 DROBERTSON CITY HALL/FIRE STATION		548.33 548.33	548.33	Open	N 03/17/2025 548.33
437561							
00039606	ELECTRO WATCHMAN, INC CITY HALL INSTALLATION EXPANSION 404-41400-40589	02/26/2025 DROBERTSON CITY HALL/FIRE STATION		39,784.94 39,784.94	39,784.94	Open	N 03/17/2025 39,784.94
Total Vendor 110 - ELECTRO WATCHMAN, INC				40,711.47	40,711.47		
Vendor 8132 - ERIK SKOGQUIST							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 8132 - ERIK SKOGQUIST							
.03012025							
00039573	ERIK SKOGQUIST	03/01/2025		4,527.20	4,527.20	Open	N
	1ST QUARTER ASSESSING		DMULVIHILL				03/17/2025
	101-41550-40311	CONTRACT		4,527.20		1.00	4,527.20
Total Vendor 8132 - ERIK SKOGQUIST					<u>4,527.20</u>	<u>4,527.20</u>	
Vendor 2843 - F.I.R.E.							
7327							
00039569	F.I.R.E.	03/05/2025		1,600.00	1,600.00	Open	N
	CONFINED SPACE TRAILER TRAINING		DROBERTSON				03/17/2025
	101-42210-40208	TRAINING		1,600.00		1.00	1,600.00
Total Vendor 2843 - F.I.R.E.					<u>1,600.00</u>	<u>1,600.00</u>	
Vendor 10690 - FRESH PAINT, INC							
14471							
00039619	FRESH PAINT, INC	03/05/2025		4,910.00	4,910.00	Open	N
	PAINT AT POLICE		DMULVIHILL				03/17/2025
	101-42110-40401	BUILDINGS MAINTENANCE		4,910.00		1.00	4,910.00
14473							
00039654	FRESH PAINT, INC	03/05/2025		1,870.00	1,870.00	Open	N
	PAINTING		JSHOOK				03/17/2025
	101-43100-40401	BUILDINGS MAINTENANCE		467.50		1.00	467.50
	101-45200-40401	BUILDINGS MAINTENANCE		467.50		1.00	467.50
	601-49440-40401	BUILDINGS MAINTENANCE		467.50		1.00	467.50
	602-49490-40401	BUILDINGS MAINTENANCE		467.50		1.00	467.50
14472							
00039655	FRESH PAINT, INC	03/05/2025		2,370.00	2,370.00	Open	N
	PAINTING		JSHOOK				03/17/2025
	602-49490-40401	BUILDINGS MAINTENANCE		474.00		1.00	474.00
	601-49440-40401	BUILDINGS MAINTENANCE		474.00		1.00	474.00
	101-45200-40401	BUILDINGS MAINTENANCE		474.00		1.00	474.00
	101-43100-40401	BUILDINGS MAINTENANCE		474.00		1.00	474.00
	101-42110-40401	BUILDINGS MAINTENANCE		474.00		1.00	474.00
Total Vendor 10690 - FRESH PAINT, INC					<u>9,150.00</u>	<u>9,150.00</u>	
Vendor 130 - GOPHER STATE ONE-CALL, INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

POSTED AND UNPOSTED
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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
					Units	Quantity	Unit Price
Vendor 130 - GOPHER STATE ONE-CALL, INC							
5020769							
00039561	GOPHER STATE ONE-CALL, INC	02/28/2025		8.10	8.10	Open	N
	FEBRUARY 2025 SERVICE		DROBERTSON				03/17/2025
	601-49440-40442		GOPHER STATE	4.05		1.00	4.05
	602-49490-40442		GOPHER STATE	4.05		1.00	4.05
Total Vendor 130 - GOPHER STATE ONE-CALL, INC				8.10	8.10		
Vendor 132 - GRAINGER, INC							
9183967356							
00036806	GRAINGER, INC	07/17/2024		60.75	60.75	open	Y
	SUPPLIES		DMULVIHILL				08/05/2024
	602-49490-40441		MISCELLANEOUS	60.75		1.00	60.75
Total Vendor 132 - GRAINGER, INC				60.75	60.75		
Vendor 7512 - GREAT LAKES COCA-COLA							
45933673022							
00039631	GREAT LAKES COCA-COLA	03/07/2025		1,643.10	1,643.10	Open	N
	MISC		CBUSKEY				03/07/2025
	609-49751-40254		MISCELLANEOUS MERCHANDISE	1,643.10		1.00	1,643.10
Total Vendor 7512 - GREAT LAKES COCA-COLA				1,643.10	1,643.10		
Vendor 10739 - IHEALTH							
IHEAINV00875							
00039620	IHEALTH	02/28/2025		3,575.00	3,575.00	open	N
	LABS		DMULVIHILL				03/17/2025
	103-42110-40300		PROFESSIONAL SERVICES	1,191.67		1.00	1,191.67
	103-42210-40441		MISCELLANEOUS	1,191.66		1.00	1,191.66
	101-41400-40441		MISCELLANEOUS	1,191.67		1.00	1,191.67
Total Vendor 10739 - IHEALTH				3,575.00	3,575.00		
Vendor UB-REFUND - JAMES & NICOLE JORDAN							
.030520255988							
00039575	JAMES & NICOLE JORDAN	03/05/2025		64.75	64.75	Open	N
	CREDIT REFUND		DROBERTSON				03/17/2025
	601-49440-40444		REFUND & REIMBURSEMENT	64.75		1.00	64.75

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Agenda Item # 4E.

Invoice Number

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

Vendor UB-REFUND - JAMES & NICOLE JORDAN

Total Vendor UB-REFUND - JAMES & NICOLE JORDAN

64.75 64.75

Vendor 154 - JOHNSON BROTHERS

2741668 00039624	JOHNSON BROTHERS LIQUOR	03/07/2025		15,659.95	15,659.95	Open	N
	609-49751-40206		FREIGHT	314.86		1.00	03/07/2025
	609-49751-40251		LIQUOR	15,345.09		1.00	314.86

2741669 00039625	JOHNSON BROTHERS WINE	03/07/2025		93.74	93.74	Open	N
	609-49751-40206		FREIGHT	3.64		1.00	03/07/2025
	609-49751-40253		WINE	90.10		1.00	3.64

2741670 00039626	JOHNSON BROTHERS THC	03/07/2025		784.00	784.00	Open	N
	609-49751-40257		THC	784.00		1.00	03/07/2025

Total Vendor 154 - JOHNSON BROTHERS

16,537.69 16,537.69

Vendor 561 - LEAGUE OF MN CITIES

420019 00039564	LEAGUE OF MN CITIES MN CITIES STORMWATER COALITION	01/06/2025		915.00	915.00	Open	N
	603-49500-40418		CONTRIBUT DROBERTSON STORM WATER MANAGEMENT	915.00		1.00	03/17/2025

424585 00039607	LEAGUE OF MN CITIES PATROL	03/03/2025		1,080.00	1,080.00	Open	N
	101-42110-40208		TRAINING	1,080.00		1.00	03/17/2025

Total Vendor 561 - LEAGUE OF MN CITIES

1,995.00 1,995.00

Vendor 165 - LMC INSURANCE TRUST

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 165 - LMC INSURANCE TRUST							
.03122025							
00039667	LMC INSURANCE TRUST	03/01/2025		45,712.00	45,712.00	Open	N
	PROPERTY INSURANCE	DMULVIHILL					03/17/2025
	101-41110-40360	INSURANCE		96.00		1.00	96.00
	101-41400-40360	INSURANCE		1,019.40		1.00	1,019.40
	101-41410-40360	INSURANCE		22.86		1.00	22.86
	101-41500-40360	INSURANCE		530.27		1.00	530.27
	101-41600-40360	INSURANCE		164.57		1.00	164.57
	101-41910-40360	INSURANCE		653.70		1.00	653.70
	101-41110-40360	INSURANCE		0.00		1.00	0.00
	101-41940-40360	INSURANCE		335.83		1.00	335.83
	101-42110-40360	INSURANCE		9,005.46		1.00	9,005.46
	101-42210-40360	INSURANCE		2,235.37		1.00	2,235.37
	101-42400-40360	INSURANCE		470.84		1.00	470.84
	101-43100-40360	INSURANCE		5,450.43		1.00	5,450.43
	101-43210-40360	INSURANCE		160.00		1.00	160.00
	101-45000-40360	INSURANCE		4.57		1.00	4.57
	101-45200-40360	INSURANCE		5,302.71		1.00	5,302.71
	101-49200-40360	INSURANCE		13.71		1.00	13.71
	601-49440-40360	INSURANCE		5,782.69		1.00	5,782.69
	602-49490-40360	INSURANCE		8,836.32		1.00	8,836.32
	609-49750-40360	INSURANCE		5,627.27		1.00	5,627.27
.03102025							
00039668	LMC INSURANCE TRUST	03/10/2025		25,856.00	25,856.00	Open	N
	WC PAYMENT	DMULVIHILL					03/17/2025
	101-41400-40160	WORK COMP INSURANCE		379.00		1.00	379.00
	101-41500-40160	WORK COMP INSURANCE		178.00		1.00	178.00
	101-41910-40160	WORK COMP INSURANCE		212.00		1.00	212.00
	101-42110-40160	WORK COMP INSURANCE		14,092.00		1.00	14,092.00
	101-42210-40160	WORK COMP INSURANCE		3,859.00		1.00	3,859.00
	101-42400-40160	WORK COMP INSURANCE		106.00		1.00	106.00
	101-43100-40160	WORK COMP INSURANCE		2,231.00		1.00	2,231.00
	101-43210-40160	WORK COMP INSURANCE		289.00		1.00	289.00
	101-45200-40160	WORK COMP INSURANCE		1,051.00		1.00	1,051.00
	601-49440-40160	WORK COMP INSURANCE		972.00		1.00	972.00
	602-49490-40160	WORK COMP INSURANCE		1,167.00		1.00	1,167.00
	609-49750-40160	WORK COMP INSURANCE		1,320.00		1.00	1,320.00
Total Vendor 165 - LMC INSURANCE TRUST				71,568.00	71,568.00		

Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP

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Inventory					Units	Quantity	
Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP							
118534							
00039669	LOCKRIDGE GRINDAL NAUEN PLLP GOVERNMENT RELATIONS 101-41400-40311	03/01/2025 DMULVIHILL CONTRACT		3,333.33	3,333.33	Open	N 03/17/2025 3,333.33
Total Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP				<u>3,333.33</u>	<u>3,333.33</u>		
Vendor UB-REFUND - LUCY MORENO							
.030520256943							
00039578	LUCY MORENO CREDIT REFUND 601-49440-40444	03/05/2025 DROBERTSON REFUND & REIMBURSEMENT		277.71	277.71	Open	N 03/17/2025 277.71
Total Vendor UB-REFUND - LUCY MORENO				<u>277.71</u>	<u>277.71</u>		
Vendor 9246 - MACQUEEN EMERGENCY							
P43539							
00039565	MACQUEEN EMERGENCY MSA FLOW TEST 101-42210-40218	02/10/2025 DROBERTSON EQUIPMENT MAINTENANCE		2,050.00	2,050.00	Open	N 03/17/2025 2,050.00
P44208							
00039566	MACQUEEN EMERGENCY SPEC KITS 101-42210-40237	02/20/2025 DROBERTSON SMALL EQUIPMENT		487.72	487.72	Open	N 03/17/2025 487.72
Total Vendor 9246 - MACQUEEN EMERGENCY				<u>2,537.72</u>	<u>2,537.72</u>		
Vendor UB-REFUND - MARLIN JOHNSON							
.030520256968							
00039574	MARLIN JOHNSON CREDIT REFUND 601-49440-40444	03/05/2025 DROBERTSON REFUND & REIMBURSEMENT		270.96	270.96	Open	N 03/17/2025 270.96
Total Vendor UB-REFUND - MARLIN JOHNSON				<u>270.96</u>	<u>270.96</u>		
Vendor 8133 - MARY WELLS							

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 8133 - MARY WELLS							
.03012025							
00039577	MARY WELLS	03/01/2025		4,527.20	4,527.20	Open	N
	1ST QUARTER ASSESSING	DMULVIHILL					03/17/2025
	101-41550-40311	CONTRACT		4,527.20		1.00	4,527.20
Total Vendor 8133 - MARY WELLS				4,527.20	4,527.20		
Vendor 202 - MCDONALD DIST CO							
765344							
00039586	MCDONALD DIST CO	03/05/2025		(5.20)	(5.20)	Open	N
	BEER	CBUSKEY					03/05/2025
	609-49751-40252	BEER		(5.20)		1.00	(5.20)
795342							
00039587	MCDONALD DIST CO	03/05/2025		2,269.10	2,269.10	Open	N
	BEER	CBUSKEY					03/05/2025
	609-49751-40252	BEER		2,269.10		1.00	2,269.10
Total Vendor 202 - MCDONALD DIST CO				2,263.90	2,263.90		
Vendor 3689 - METRO SALES, INC							
INV2734658							
00039636	METRO SALES, INC	03/07/2025		242.00	242.00	Open	N
	COPIER COPY CONTRACT	DMULVIHILL					03/17/2025
	101-43100-40240	OFFICE EQUIP		60.50		1.00	60.50
	101-45200-40240	OFFICE EQUIP		60.50		1.00	60.50
	601-49440-40240	OFFICE EQUIP		60.50		1.00	60.50
	602-49490-40240	OFFICE EQUIP		60.50		1.00	60.50
INV2736054							
00039666	METRO SALES, INC	03/10/2025		202.85	202.85	Open	N
	CITY HALL COPIES	DMULVIHILL					03/17/2025
	101-41400-40200	OFFICE SUPPLIES		202.85		1.00	202.85
Total Vendor 3689 - METRO SALES, INC				444.85	444.85		
Vendor 181 - METRO WEST INSPECTIONS SERVICE							
4497							
00039593	METRO WEST INSPECTIONS SERVICE	02/27/2025		13,771.95	13,771.95	Open	N
	PERMITS FINALED FEBRUARY 2025	DROBERTSON					03/17/2025
	101-42400-40311	CONTRACT		13,771.95		1.00	13,771.95

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 181 - METRO WEST INSPECTIONS SERVICE							
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE				13,771.95	13,771.95		
Vendor 10337 - METRO-INET							
2511							
00039567	METRO-INET	03/01/2025		17,685.00	17,685.00	Open	N
	MARCH SERVICES		DMULVIHILL				03/17/2025
	101-41110-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	101-41400-40310		COMPUTER CONSULTING FEES	2,475.90		1.00	2,475.90
	101-41910-40310		COMPUTER CONSULTING FEES	353.70		1.00	353.70
	101-42110-40310		COMPUTER CONSULTING FEES	8,665.65		1.00	8,665.65
	101-42210-40310		COMPUTER CONSULTING FEES	1,591.65		1.00	1,591.65
	101-42400-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	101-43100-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	101-45200-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	601-49440-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	602-49490-40310		COMPUTER CONSULTING FEES	707.40		1.00	707.40
	609-49750-40310		COMPUTER CONSULTING FEES	353.70		1.00	353.70
Total Vendor 10337 - METRO-INET				17,685.00	17,685.00		
Vendor 10758 - MID AMERICA GOODS LLC							
200114							
00039592	MID AMERICA GOODS LLC	02/24/2025		289.99	289.99	Open	N
	THC GUMMIES		DROBERTSON				03/17/2025
	609-49751-40257		THC	289.99		1.00	289.99
Total Vendor 10758 - MID AMERICA GOODS LLC				289.99	289.99		
Vendor 5371 - MIDCONTINENT COMMUNICATIONS							
13332710114591							
00039645	MIDCONTINENT COMMUNICATIONS	03/02/2025		45.40	45.40	Open	N
	MARCH 2025 BILLING		DROBERTSON				03/17/2025
	601-49440-40321		TELEPHONE	45.40		1.00	45.40
13334860114591							
00039646	MIDCONTINENT COMMUNICATIONS	03/02/2025		182.39	182.39	Open	N
	MARCH 2025 BILLING		DROBERTSON				03/17/2025
	101-42110-40321		TELEPHONE	182.39		1.00	182.39
Total Vendor 5371 - MIDCONTINENT COMMUNICATIONS				227.79	227.79		

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Inv Ref #	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 10744 - MINNESOTA FIRE SERVICE CERTIFI							
13653							
00039651	MINNESOTA FIRE SERVICE CERTIFI	03/05/2025		446.50	446.50	Open	N
	HAZ MAT OPS CLASS AND RETEST - CURRAN	DROBERTSON		446.50		1.00	03/17/2025
	101-42210-40208	TRAINING					446.50
Total Vendor 10744 - MINNESOTA FIRE SERVICE CERTIFI				446.50	446.50		
Vendor 195 - MN DEPARTMENT OF HEALTH							
.03062025							
00039618	MN DEPARTMENT OF HEALTH	03/06/2025		4,544.00	4,544.00	Open	N
	WATER TEST FEE	DMULVIHILL		4,544.00		1.00	03/17/2025
	601-49440-40434	PERMIT FEES					4,544.00
Total Vendor 195 - MN DEPARTMENT OF HEALTH				4,544.00	4,544.00		
Vendor 194 - MN DEPARTMENT OF REVENUE							
REMIT							
00039660	MN DEPARTMENT OF REVENUE	03/18/2025		240.11	240.11	Open	N
	Remittance Check	DROBERTSON		240.11		1.00	03/18/2025
	101-00000-21716	Remittance					240.11
Total Vendor 194 - MN DEPARTMENT OF REVENUE				240.11	240.11		
Vendor 4745 - MN NCPERS LIFE INSURANCE							
73300042025							
00039647	MN NCPERS LIFE INSURANCE	03/01/2025		112.00	112.00	Open	N
	APRIL 2025 COVERAGE	DROBERTSON		112.00		1.00	03/17/2025
	101-00000-21713	MN LIFE					112.00
Total Vendor 4745 - MN NCPERS LIFE INSURANCE				112.00	112.00		
Vendor 10727 - NELSON SANITATION & RENTAL, INC							
INV/2025/2175							
00039617	NELSON SANITATION & RENTAL, INC	03/04/2025		145.00	145.00	open	N
	SEELEY BROOK TOILET RENTAL	DMULVIHILL		145.00		1.00	03/17/2025
	101-45200-40311	CONTRACT					145.00
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC				145.00	145.00		

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Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 8685 - NIESSEN CONSTRUCTION LLC							
.08292024 00039570	NIESSEN CONSTRUCTION LLC	08/29/2025		1,100.00	1,100.00	Open	N
	WINDOW WASHING	DMULVIHILL					03/17/2025
	101-43100-40402	JANITORIAL SERVICE		150.00		1.00	150.00
	101-45200-40402	JANITORIAL SERVICE		150.00		1.00	150.00
	601-49440-40402	JANITORIAL SERVICE		150.00		1.00	150.00
	602-49490-40402	JANITORIAL SERVICE		150.00		1.00	150.00
	101-42110-40401	BUILDINGS MAINTENANCE		500.00		1.00	500.00
Total Vendor 8685 - NIESSEN CONSTRUCTION LLC				1,100.00	1,100.00		
Vendor 4605 - OPUS 21							
250213 00039670	OPUS 21	03/09/2025		3,224.45	3,224.45	Open	N
	FEBRUARY 2025 SERVICES	DROBERTSON					03/17/2025
	601-49440-40382	UTILITY BILLING		1,612.23		1.00	1,612.23
	602-49490-40382	UTILITY BILLING		1,612.22		1.00	1,612.22
Total Vendor 4605 - OPUS 21				3,224.45	3,224.45		
Vendor 10302 - PATRICIA JOHNSON							
.03042025 00039560	PATRICIA JOHNSON	03/04/2025		200.00	200.00	Open	N
	SPRING NEWSLETTER 2025	DROBERTSON					03/17/2025
	101-41400-40441	MISCELLANEOUS		200.00		1.00	200.00
Total Vendor 10302 - PATRICIA JOHNSON				200.00	200.00		
Vendor PERA - PERA							
REMIT 00039661	PERA	03/18/2025		40.00	40.00	Open	N
	Remittance Check	DROBERTSON					03/18/2025
	101-00000-21704	Remittance		20.00		1.00	20.00
	101-00000-21704	Remittance		20.00		1.00	20.00
Total Vendor PERA - PERA				40.00	40.00		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
6939486							
00039628	PHILLIPS WINE & SPIRITS CO	03/07/2025		3,654.27	3,654.27	Open	N
	LIQUOR		CBUSKEY				03/07/2025
	609-49751-40206		FREIGHT	36.40		1.00	36.40
	609-49751-40251		LIQUOR	3,617.87		1.00	3,617.87
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				3,654.27	3,654.27		
Vendor 5109 - POLLARDWATER							
0281895							
00039585	POLLARDWATER	02/25/2025		278.48	278.48	Open	N
	SLUDGE JUDGE II		DROBERTSON				03/17/2025
	602-49490-40237		SMALL EQUIPMENT	278.48		1.00	278.48
Total Vendor 5109 - POLLARDWATER				278.48	278.48		
Vendor 10745 - PREMIUM WATERS, INC							
883540-02-25							
00039589	PREMIUM WATERS, INC	02/28/2025		22.41	22.41	Open	N
	MONTHLY		DMULVIHILL				03/17/2025
	101-41400-40441		MISCELLANEOUS	11.20		1.00	11.20
	101-42210-40441		MISCELLANEOUS	11.21		1.00	11.21
Total Vendor 10745 - PREMIUM WATERS, INC				22.41	22.41		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B016389							
00039562	RMB ENVIRONMENTAL LABORATORIES, INC	03/04/2025		206.91	206.91	Open	N
	WEEKS 2-4 COOLER 1		DROBERTSON				03/17/2025
	602-49490-40313		SAMPLE TESTING	206.91		1.00	206.91
B016429							
00039590	RMB ENVIRONMENTAL LABORATORIES, INC	02/28/2025		156.75	156.75	Open	N
	ALL WEEKS COOLER 2		DROBERTSON				03/17/2025
	602-49490-40313		SAMPLE TESTING	156.75		1.00	156.75
B016471							
00039591	RMB ENVIRONMENTAL LABORATORIES, INC	03/05/2025		209.00	209.00	Open	N
	PROJECT 99		DROBERTSON				03/17/2025
	602-49490-40313		SAMPLE TESTING	209.00		1.00	209.00

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Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B016474							
00039671	RMB ENVIRONMENTAL LABORATORIES, INC	03/12/2025		622.82	622.82	Open	N
	WEEK 1 COOLER 1		DROBERTSON				03/17/2025
B016517							
00039673	RMB ENVIRONMENTAL LABORATORIES, INC	03/12/2025		156.75	156.75	Open	N
	ALL WEEKS COOLER 2		DROBERTSON				03/17/2025
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC					<u>1,352.23</u>	<u>1,352.23</u>	
Vendor 10667 - SHIFFER, DARIA							
.03052025							
00039580	SHIFFER, DARIA	03/05/2025		80.00	80.00	Open	N
	PARKS COMMISSION MEETINGS FOR 2024		DROBERTSON				03/17/2025
	101-45200-40441		MISCELLANEOUS	80.00		1.00	80.00
Total Vendor 10667 - SHIFFER, DARIA					<u>80.00</u>	<u>80.00</u>	
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2596736							
00039621	SOUTHERN GLAZERS OF MN	03/07/2025		15.42	15.42	Open	N
	LIQUOR		CBUSKEY				03/07/2025
	609-49751-40206		FREIGHT	0.21		1.00	0.21
	609-49751-40251		LIQUOR	15.21		1.00	15.21
2596737							
00039622	SOUTHERN GLAZERS OF MN	03/07/2025		458.29	458.29	Open	N
	LIQUOR		CBUSKEY				03/07/2025
	609-49751-40206		FREIGHT	3.84		1.00	3.84
	609-49751-40251		LIQUOR	454.45		1.00	454.45
2596738							
00039623	SOUTHERN GLAZERS OF MN	03/07/2025		338.52	338.52	Open	N
	WINE		CBUSKEY				03/07/2025
	609-49751-40206		FREIGHT	7.68		1.00	7.68
	609-49751-40253		WINE	330.84		1.00	330.84
Total Vendor 7455 - SOUTHERN GLAZERS OF MN					<u>812.23</u>	<u>812.23</u>	
Vendor 10734 - STATE OF FLORIDA CHILD SUPPORT							

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Inventory					Units	Quantity	
Vendor 10734 - STATE OF FLORIDA CHILD SUPPORT							
REMIT							
00039665	STATE OF FLORIDA CHILD SUPPORT	03/18/2025		13.72		Open	N
	Remittance Check	DROBERTSON					03/18/2025
	101-00000-21716	Remittance		13.72		1.00	13.72
Total Vendor 10734 - STATE OF FLORIDA CHILD SUPPORT				<u>13.72</u>	<u>13.72</u>		
Vendor STATE - STATE							
REMIT							
00039663	STATE	03/18/2025		194.19		Open	N
	Remittance Check	DROBERTSON					03/18/2025
	101-00000-21702	Remittance		194.19		1.00	194.19
Total Vendor STATE - STATE				<u>194.19</u>	<u>194.19</u>		
Vendor 255 - STREICHER'S							
I1750164							
00039659	STREICHER'S	03/07/2025		231.29		Open	N
	AMMO	DROBERTSON					03/17/2025
Total Vendor 255 - STREICHER'S				<u>231.29</u>	<u>231.29</u>		
Vendor CD-REFUND - STRONG MONICA							
03/12/2025							
00039672	STRONG MONICA	03/12/2025	03/01/2025	250.00		Open	N
	Check Request For Escrow: E2025-0004	DMULVIHILL					03/17/2025
	803-00000-20200	E2025-0004 - P2025-00067		250.00		1.00	250.00
Total Vendor CD-REFUND - STRONG MONICA				<u>250.00</u>	<u>250.00</u>		
Vendor 4940 - THE AMERICAN BOTTLING COMPANY							
4847903314							
00039634	THE AMERICAN BOTTLING COMPANY	03/08/2025		(3.60)		Open	N
	MISC	CBUSKEY					03/08/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		(3.60)		1.00	(3.60)
4847903313							
00039635	THE AMERICAN BOTTLING COMPANY	03/08/2025		703.50		open	N
	MISC	CBUSKEY					03/08/2025
	609-49751-40254	MISCELLANEOUS MERCHANDISE		703.50		1.00	703.50

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 4940 - THE AMERICAN BOTTLING COMPANY							
Total Vendor 4940 - THE AMERICAN BOTTLING COMPANY				699.90	699.90		
Vendor 863 - THE BERNICK COMPANIES							
10329140							
00039629	THE BERNICK COMPANIES BEER 609-49751-40252	03/07/2025 CBUSKEY BEER		264.10 264.10	264.10	Open 1.00	N 03/07/2025 264.10
10329141							
00039630	THE BERNICK COMPANIES BEER 609-49751-40252	03/07/2025 CBUSKEY BEER		(1.93) (1.93)	(1.93)	Open 1.00	N 03/07/2025 (1.93)
Total Vendor 863 - THE BERNICK COMPANIES				262.17	262.17		
Vendor 8546 - THOMSON REUTERS-WEST							
851545718							
00039643	THOMSON REUTERS-WEST SUBSCRIPTION - LAW HANDBOOK 101-42110-40200	02/28/2025 DROBERTSON OFFICE SUPPLIES		441.16 441.16	441.16	Open 1.00	N 03/17/2025 441.16
Total Vendor 8546 - THOMSON REUTERS-WEST				441.16	441.16		
Vendor 10641 - UNION HERALD							
46176							
00039652	UNION HERALD ANOKA COUNTY UNION HERALD FEB 2025 101-41400-40352	02/28/2025 DROBERTSON GENERAL PUBLISHING		10.00 10.00	10.00	Open 1.00	N 03/17/2025 10.00
Total Vendor 10641 - UNION HERALD				10.00	10.00		
Vendor 4231 - USABLUEBOOK							
INV00640452							
00039583	USABLUEBOOK WTP CHEMICAL MAINTENANCE 601-49440-40233	03/04/2025 DROBERTSON WATER PLANT MAINT		127.67 127.67	127.67	open 1.00	N 03/17/2025 127.67

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 4231 - USABUEBOOK							
INV00640574							
00039584	USABUEBOOK	03/04/2025		245.95	245.95	Open	N
	WTP CHEMICAL MAINTENANCE		DROBERTSON				03/17/2025
	601-49440-40233		WATER PLANT MAINT	245.95		1.00	245.95
Total Vendor 4231 - USABUEBOOK					<u>373.62</u>	<u>373.62</u>	
Vendor 4344 - VINOCOPIA, INC							
0369572							
00039632	VINOCOPIA, INC	03/07/2025		272.75	272.75	Open	N
	LIQUOR		CBUSKEY				03/07/2025
	609-49751-40206		FREIGHT	7.50		1.00	7.50
	609-49751-40251		LIQUOR	265.25		1.00	265.25
Total Vendor 4344 - VINOCOPIA, INC					<u>272.75</u>	<u>272.75</u>	
Vendor 10757 - WEDAN, RENEE							
.03052025							
00039582	WEDAN, RENEE	03/05/2025		100.00	100.00	Open	N
	PARKS COMMISSION MEETINGS FOR 2024		DROBERTSON				03/17/2025
	101-45200-40441		MISCELLANEOUS	100.00		1.00	100.00
Total Vendor 10757 - WEDAN, RENEE					<u>100.00</u>	<u>100.00</u>	
Vendor 3742 - YALE MECHANICAL							
266539							
00039568	YALE MECHANICAL	02/28/2025		6,737.00	6,737.00	Open	N
	QUOTED REPAIRS TITAN MUA-1		DROBERTSON				03/17/2025
	602-49490-40401		BUILDINGS MAINTENANCE	6,737.00		1.00	6,737.00
Total Vendor 3742 - YALE MECHANICAL					<u>6,737.00</u>	<u>6,737.00</u>	
Vendor UB-REFUND - ZACH JORENBY							
.030520256139							
00039576	ZACH JORENBY	03/05/2025		63.50	63.50	Open	N
	CREDIT REFUND		DROBERTSON				03/17/2025
	601-49440-40444		REFUND & REIMBURSEMENT	63.50		1.00	63.50
Total Vendor UB-REFUND - ZACH JORENBY					<u>63.50</u>	<u>63.50</u>	

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EXP CHECK RUN DATES 03/18/2025 - 03/18/2025

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor UB-REFUND - ZACH JORENBY							
Vendor 2989 - ZUTZ, GREG							
.03052025							
00039581	ZUTZ, GREG	03/05/2025		80.00	80.00	open	N
	PARKS COMMISSION MEETINGS FOR 2024	DROBERTSON					03/17/2025
	101-45200-40441	MISCELLANEOUS		80.00		1.00	80.00
Total Vendor 2989 - ZUTZ, GREG					80.00	80.00	

# of Invoices:	90	# Due: 90	Totals:	271,841.34	271,841.34
# of Credit Memos:	4	# Due: 4	Totals:	(304.68)	(304.68)
Net of Invoices and Credit Memos:				271,536.66	271,536.66

--- TOTALS BY GL BANK ---
GNCKG

271,536.66

--- TOTALS BY GL DISTRIBUTIONS ---

101-00000-14100	15,332.48
101-00000-21701	540.69
101-00000-21702	194.19
101-00000-21703	1,975.54
101-00000-21704	40.00
101-00000-21709	473.62
101-00000-21713	112.00
101-00000-21716	411.83
101-41110-40310	707.40
101-41110-40360	96.00
101-41400-40160	379.00
101-41400-40200	202.85
101-41400-40310	2,475.90
101-41400-40311	3,333.33
101-41400-40352	10.00
101-41400-40360	1,019.40
101-41400-40441	1,402.87
101-41410-40360	22.86
101-41500-40160	178.00
101-41500-40360	530.27
101-41550-40311	9,054.40
101-41600-40360	164.57
101-41910-40160	212.00
101-41910-40310	353.70

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Invoice Number	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	GL Distribution	Entered By			Units	Quantity	Post Date
Inventory							Unit Price
	101-41910-40360			653.70			
	101-41940-40360			335.83			
	101-41940-40401			378.20			
	101-42110-40160			14,092.00			
	101-42110-40200			441.16			
	101-42110-40208			1,080.00			
	101-42110-40310			8,665.65			
	101-42110-40321			182.39			
	101-42110-40360			9,005.46			
	101-42110-40401			6,290.59			
	101-42210-40160			3,859.00			
	101-42210-40208			2,046.50			
	101-42210-40218			2,050.00			
	101-42210-40237			487.72			
	101-42210-40310			1,591.65			
	101-42210-40360			2,235.37			
	101-42210-40441			11.21			
	101-42400-40160			106.00			
	101-42400-40310			707.40			
	101-42400-40311			13,771.95			
	101-42400-40360			470.84			
	101-43100-40160			2,231.00			
	101-43100-40217			20.99			
	101-43100-40240			60.50			
	101-43100-40310			707.40			
	101-43100-40360			5,450.43			
	101-43100-40401			1,348.06			
	101-43100-40402			150.00			
	101-43210-40160			289.00			
	101-43210-40217			20.99			
	101-43210-40360			160.00			
	101-45000-40360			4.57			
	101-45200-40160			1,051.00			
	101-45200-40217			20.99			
	101-45200-40240			60.50			
	101-45200-40310			707.40			
	101-45200-40311			145.00			
	101-45200-40360			5,302.71			
	101-45200-40401			1,348.06			
	101-45200-40402			150.00			
	101-45200-40441			360.00			
	101-49200-40360			13.71			
	103-42110-40300			1,191.67			
	103-42210-40441			1,191.66			
	402-43100-40588			8,999.60			
	404-41400-40589			50,333.27			
	405-43100-40813			170.50			
	601-49440-40160			972.00			
	601-49440-40217			20.99			

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Agenda Item # 4E.

Invoice Number	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	Description	Entered By		Units	Quantity	Post Date
Inventory	GL Distribution					Unit Price
	601-49440-40233		373.62			
	601-49440-40240		60.50			
	601-49440-40310		707.40			
	601-49440-40321		45.40			
	601-49440-40360		5,782.69			
	601-49440-40382		1,612.23			
	601-49440-40401		1,348.06			
	601-49440-40402		150.00			
	601-49440-40434		4,544.00			
	601-49440-40442		4.05			
	601-49440-40444		802.76			
	602-49490-40160		1,167.00			
	602-49490-40217		21.00			
	602-49490-40237		278.48			
	602-49490-40240		60.50			
	602-49490-40310		707.40			
	602-49490-40313		572.66			
	602-49490-40360		8,836.32			
	602-49490-40382		1,612.22			
	602-49490-40401		8,085.06			
	602-49490-40402		150.00			
	602-49490-40441		60.75			
	602-49490-40442		4.05			
	603-49500-40418		915.00			
	609-49750-40160		1,320.00			
	609-49750-40310		353.70			
	609-49750-40360		5,627.27			
	609-49750-40401		252.00			
	609-49751-40206		418.44			
	609-49751-40251		19,950.87			
	609-49751-40252		5,838.82			
	609-49751-40253		684.94			
	609-49751-40254		2,373.50			
	609-49751-40257		3,148.99			
	803-00000-20200		250.00			
--- TOTALS BY FUND ---						
	101 GENERAL FUND		127,287.83	127,287.83		
	103 PUBLIC SAFETY FUNDS		2,383.33	2,383.33		
	402 CAPITAL EQUIPMENT FUND		8,999.60	8,999.60		
	404 BUILDING IMPROVEMENT FUND		50,333.27	50,333.27		
	405 STREET IMPROVEMENT FUND		170.50	170.50		
	601 WATER FUND		16,423.70	16,423.70		
	602 SEWER FUND		21,555.44	21,555.44		
	603 STORM WATER FUND		915.00	915.00		
	609 LIQUOR FUND		39,968.53	39,968.53		
	803 ESCROW		250.00	250.00		

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Invoice Number	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	GL Distribution	Entered By			Units	Quantity	Post Date
Inventory							Unit Price
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			19,330.35		19,330.35	
	41110 CITY COUNCIL			803.40		803.40	
	41400 ADMINISTRATION			59,156.62		59,156.62	
	41410 ELECTIONS			22.86		22.86	
	41500 FINANCE			708.27		708.27	
	41550 ASSESSING			9,054.40		9,054.40	
	41600 LEGAL			164.57		164.57	
	41910 COMMUNITY DEVELOPMENT			1,219.40		1,219.40	
	41940 BUILDINGS			714.03		714.03	
	42110 POLICE			40,948.92		40,948.92	
	42210 FIRE			13,473.11		13,473.11	
	42400 BUILDING INSPECTIONS			15,056.19		15,056.19	
	43100 STREETS			19,138.48		19,138.48	
	43210 RECYCLING			469.99		469.99	
	45000 COMMUNITY CENTER			4.57		4.57	
	45200 PARKS			9,145.66		9,145.66	
	49200 UNALLOCATED			13.71		13.71	
	49440 WATER DEPT			16,423.70		16,423.70	
	49490 SEWER DEPT			21,555.44		21,555.44	
	49500 STORM WATER DEPT			915.00		915.00	
	49750 LIQUOR STORE			7,552.97		7,552.97	
	49751 MERCHANDISE PURCHASES			32,415.56		32,415.56	



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, Deputy Administrator-City Clerk
SUBJECT: Dangerous Dog Ordinance Amendment – Second Reading
DATE: March 17, 2025

OVERVIEW:

City code states that an appeal of a dog ordered to be potentially dangerous or dangerous should be brought before City Council by the dog owner and to have Council decide whether a dog is potentially dangerous or dangerous.

The current process of an appeal of a dog ordered by the Chief of Police to be potentially dangerous or dangerous is to bring in an administrative hearing officer. The administrative hearing officer will meet with the Police Chief, City Clerk and owner of the dog and will then determine if the dog is potentially dangerous or dangerous or none of these.

If the dog is ordered to be potentially dangerous or dangerous, the owner must register the dog with the city with a license fee. The current fees are \$250.00 per year for a potentially dangerous dog and \$500.00 per year for a dangerous dog. The owner has specific requirements to keep this registration. The Police Department will do check-ins with the owner to make sure they are following the requirements set by city code.

ACTION TO BE CONSIDERED:

Approve the amendment to the dangerous dog code to be in line with the current process.

Attachments:

- Ordinance 345 – amendment to Chapter 8 Section 3 Animals
• Resolution 2025-16 Summary Publication of Ordinance 345

**ORDINANCE 345
CITY OF ST. FRANCIS
ANOKA COUNTY**

**AN ORDINANCE AMENDING THE CITY CODE CHAPTER 8 SECTION 3-1
ANIMALS, DOG LICENSING AND REGULATION – 1ST READING**

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

Changes in the following sections are denoted with an underline for new text or a ~~strikethrough for deleted language~~. Renumbering and updated references shall occur throughout the Code as needed when sections or subsections are added or deleted.

8-3-1. Dog licensing and regulation.

A. *Definition.* For the purpose of this Section:

1. **Owner** means the license holder or any other person or persons, firm, association, or organization or corporation owning, keeping, possessing, having an interest in, having care custody or control of or harboring a dog. Any person keeping or harboring a dog for five (5) consecutive days shall for the purposes of this Section be deemed an owner thereof.
2. **Own** means to have a property interest in, or to, harbor, feed, board, keep or possess.
3. **Dangerous Animal** means a dog which has caused damage to property or injury to a person, or which animal, by its actions, exhibits a propensity for causing imminent danger to persons.
 - a. Without provocation, inflicted substantial bodily harm on a human being on public or private property;
 - b. Killed a domestic animal without provocation while off the owner's property; or
 - c. Been found to be a potentially dangerous, and after the owner was noticed that the dog is potentially dangerous, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.
4. **Dog** means both male and female and includes any animal of the dog kind.
5. **Potentially Dangerous Dog** shall mean any dog that:
 - a. When unprovoked, inflicts bites on a human or domestic animal on public or private property;
 - b. When unprovoked, chases or approaches a person upon the streets, sidewalks, or any public property in an apparent attitude of attack; or,
 - c. Has a known propensity, tendency or disposition to attack unprovoked, causing injury, or otherwise threatening the safety of humans or domestic animals.
6. **Proper Enclosure** shall mean securely confined indoors or in a securely enclosed and locked pen or structure suitable to prevent the animal from escaping and providing protection from the elements for the dog. A proper enclosure does not include a porch, patio, or any part of a house, garage or other structure that would allow the dog to exit of its own violation, or any house or structure in which windows are open or in which doors or window screens are the only obstacles that prevent the dog from exiting.

- 7. **Substantial Bodily Harm** shall mean bodily injury which involves a temporary but substantial disfigurement, or which causes a temporary but substantial loss or impairment of the function of any bodily member or organ, or which causes a fracture of any bodily member.
- B. *Running at Large Prohibited.* It is unlawful for the owner of any dog to permit such animal to run at large. Any dog shall be deemed to be running at large with the permission of the owner if off the property of its owner and not under restraint. For the purposes of this Section, "under restraint" means the animal is controlled by a leash not exceeding six (6) feet in length, or at heel beside a person of suitable age and discretion, and obedient to that person's commands, or effectively confined within a motor vehicle, building or enclosure. A dog shall not be deemed to be running at large if engaged in wild game or animal hunting, or when engaged in obedience training, and under the control of its owner or a responsible person.
- C. *License Required and Number of Dogs Restricted.*
 - 1. *Licenses.* It is unlawful for the owner of any dog, six (6) months of age or more, to fail to obtain a license therefore from the City. All dogs kept, harbored, or maintained in the City of St. Francis shall be licensed and registered. Applications for licenses shall be made to the Police Department upon forms provided by the Police Department. Said application shall require the owner, among the other information required by the Police Department, to supply the name, age, predominant breed, sex, color and markings of each dog sought to be licensed. In addition, when the applicant or owner has been convicted of a violation to Section 8-3-1.L of this Code relative to the dog sought to be licensed, the application shall require proof of public liability insurance as set forth in Section 8-3-1.S of this Code. Upon submission of the application and a certificate of evidencing compliance with the terms and provisions of the license fee, the Police Department shall issue a license, which license shall be effective until the rabies vaccination has expired.
 - 2. *Number of Dogs Allowed.*
 - a. Three dogs over the age of three (3) months on properties less than 5 acres.
 - b. Four dogs over the age of three (3) months on properties 5 acres or greater.
 - c. Properties located within the Urban Service Area of the City shall be limited to a maximum of two dogs housed outside of the principle structure.
 - d. Additional dogs with an approved Kennel License in accordance with standards in Chapter 6 and Chapter 10.
- D. *License Issuance, Term and Renewal.* Every owner or keeper of a dog shall cause the same to be vaccinated by a licensed veterinarian with anti-rabies vaccine at least once in every twenty-four (24) month period prior to the time such dog shall reach the age of six (6) months and at least once every twenty-four (24) months thereafter.
- E. *Adoption of Fees.* All fees for the impounding and maintenance of a dog, including penalties for the late application, may be fixed and determined by the Council, adopted by resolution, and uniformly enforced. Such fees may from time to time be amended by the Council by Resolution. A copy of the resolution setting forth currently effective fees shall be kept on file in the office of the City Clerk/Treasurer and open to investigation during regular business hours.
- F. *Tag Required.* All licensed dog owners shall provide proof of a tag thereto evidencing a current license. Upon application, a duplicate for a lost tag will be issued by the City. Tags shall not be transferable from one dog to another and no refunds shall be made on any dog license fee because of death of the dog or the owners leaving the City prior to expiration of the license period.
- G. *Dog Pound.* Any dog found in the City without a license tag, running at large, or otherwise in violation of this Section, shall be placed in the Dog Pound, and an accurate record of the time of such placement shall be kept on each dog. Every dog so placed in the Dog Pound shall be held for redemption under Section 8-3-1.I of this

Code by the owner for at least five (5) regular business days. A "regular business day" is one during which the pound is open for business to the public for at least four (4) hours between 8:00 AM and 7:00 PM. Impoundment records shall be preserved for at least six (6) months and shall show: (1) the description of the dog by specie, breed, sex, approximate age, and other distinguishing traits; (2) the location at which the dog was seized; (3) the date of seizure; (4) the name and address of the person from whom any dog three (3) months of age or over was received; and (5) the name and address of the person to whom any dog three months of age or over was transferred. If unclaimed, such dog shall be humanely destroyed and the carcass disposed of, unless it is requested by a licensed educational or scientific institution under authority of Minnesota Statutes, Section 35.71. Provided, however, that if a tag affixed to the dog, or a statement by the dog's owner after seizure specifies that the dog should not be used for research, such dog shall not be made available to any such institution but may be destroyed after the expiration of the five (5) day period.

- H. *Notice of Impounding.* Upon the impounding of any dog, the owner shall be notified by the most expedient means, or if the owner is unknown, written notice shall be posted for five (5) days at the City Hall describing the dog and place and time of taking.
- I. *Redemption of Dog Release from Dog Pound.* Dogs shall be released to their owners, as follows:
 - 1. If such dog is owned by a resident of the City, after a license is obtained, if unlicensed, and payment of the impounding fee, maintenance, and immunization fee and proof of ownership.
 - 2. If such dog is owned by a person not a resident of the City, after immunization of any such animal for rabies, and payment of the immunization fee, impounding fee and maintenance.
- J. *Seizure by a Citizen.* It is lawful for any person to seize and impound a dog so found running at large and shall within six (6) hours thereafter notify the Police Department of said seizure. It shall be the duty of the Police Department to place said dog in the City Pound. If the name of the owner of such dog so seized is known to the person who first takes such dog into custody, he or she shall inform the Police Department of the name of the owner, and the address if known.
- K. *Immobilization of Dogs.* For the purpose of enforcement of this Section any peace officer, or person whose duty is animal control, may use a so-called tranquilizer gun or other instrument for the purpose of immobilizing and catching a dog.
- L. *Disturbing the Peace/Other Unlawful Acts.* It is unlawful for the owner of any dog to:
 - 1. Fail to have the license tag issued by the City; or
 - 2. Own a dangerous dog, or
 - 3. Interfere with any police officer, or other City employee, in the performance of their duty to enforce this Section; or
 - 4. Own, keep, have in possession, or harbor any an animal that causes annoyance or disturbance to persons or the neighborhood by yapping, wailing, barking, howling, or crying for a continuous period of 30 minutes or longer. Such yapping, wailing, barking, howling, or crying must also be audible off of the owner's or caretaker's premises. Any person violating this subdivision, who upon first requested by a police officer or the animal control officer to stop or prevent the annoyance, and refuses to comply with the request maybe issued a citation or arrested in accordance with Minnesota Rules of Criminal Procedure.
- M. *Rabies Control—Generally.*
 - 1. Every Animal which bites a person shall be promptly reported to the Chief of Police and shall thereupon be securely quarantined at the direction of the Chief of Police for a period of fourteen (14) days, and shall not be released from such quarantine except by written permission of the City. In the discretion of the Chief of Police, such quarantine may be on the premises of the owner or at the

- veterinary hospital of their choice. If the animal is quarantined on the premises of the owner, the City shall have access to the animal at any reasonable time of study and observation of rabies symptoms. In the case of the stray animal or in the case of an animal whose ownership is not known, such quarantine shall be at the animal pound, or at the discretion of the Chief of Police the animal may be confined in a veterinary hospital designated by him. The owner of the animal shall be responsible for all costs associated with the quarantine of the animal.
2. The owners, upon demand made by the Chief of Police or by any other City Employee empowered by the Council to enforce this Section, shall forthwith surrender any animal which has bitten a human, or which is suspected as having been exposed to rabies, for the purpose of supervised quarantine. The expenses of the quarantine shall be borne by the owner and the animal may be reclaimed by the owner if adjudged free of rabies upon payment of fees set forth in this Section and upon compliance with licensing provisions set forth in this Section.
 3. When an animal under quarantine and diagnosed as being rabid or suspected by a licensed veterinarian as being rabid dies or is killed, the City shall immediately send the head of such animal and rabies data report to the State Health Department for pathological examination and shall notify all persons concerned of the results of such examination.
 4. The City shall issue such proclamation and take such action when rabies is suspected or exists as is required by Minnesota Statutes.
- N. *Reports of Bite Cases.* It is the duty of every physician, or other practitioner, to report to the Chief of Police the names and addresses or persons treated for bites inflicted by animals, together with such other information as will be helpful in rabies control.
- O. *Animals in Heat.* Except for controlled breeding purposes, every female animal in heat shall be kept confined in a building or secure enclosure, or in a veterinary hospital or boarding kennel, in such manner that such female cannot come in contact with other animals.
- P. *Nuisances.* Keeping, maintaining, or harboring a dog that has been permitted to run loose or has caused damage to or loss of private property belonging to a person other than the thereof and members of the owners household on three (3) or more occasions within a period of twelve (12) consecutive months constitutes a nuisance. The following events shall be considered in determining whether or not there has been a violation of this Section which constitutes a nuisance:
1. Conviction under Section 8.05, Subd. 2, involving the permitting of a dog to run loose.
 2. Payment to a person by or on behalf of the owner for damages to or destruction of private property or for personal injury.
 3. An acknowledgement by the owner or keeper of an animal that it has caused such damage or personal injury.
 4. Records of the City of St. Francis or any other City which show impoundment of the dog for the immediate preceding twelve (12) month period.
- Q. *Abatement.* Such nuisance shall be abated by the owner or keeper of such animal by the disposition of the animal within fourteen (14) days after receipt of notice to the owner or keeper thereof. "Disposition" shall mean the destruction of the animal or its permanent removal from the City. Said notice shall be sent by the Chief of Police or his designate by registered mail. If the owner or keeper of the animal fails to comply within the above-specified period, the animal control office is authorized and directed to capture and immediately dispose of such animal. The owner or keeper of the dog shall immediately make the animal available to the animal control officer.
- R. *Appeals.* Any owner who feels aggrieved by the order of the Chief of Police may request a hearing before ~~the an City Council~~ [administrative hearing officer](#) by filing an appeal with the City Clerk within fourteen (14) days

after receipt of the notice. The appeal shall be filed in such form as the City shall provide. On the filing of such appeal, no further action shall be taken until the matter has been heard. Upon receipt of the request, the City Clerk shall ~~place the matter before the Council at its next regular meeting notify the Chief of Police~~. The owner may appear, with counsel if he/she chooses, and present evidence in opposition to the order. Following such hearing ~~the Council an administrative hearing officer~~ shall make a determination of facts and shall, based upon such determination, affirm, repeal, or modify the Chief's order. The ~~Council administrative hearing officer~~ shall also establish a date for compliance with the order as affirmed or modified, which date shall be not less than five (5) days thereafter. Upon expiration of the time limit, the animal control officer shall abate the nuisance.

- S. *Insurance Required.* Evidence of a surety bond issued by a surety company authorized to conduct business in the State of Minnesota in a form acceptable to the City in the sum of at least \$50,000.00, payable to any person injured by the dangerous dog, or a policy of liability insurance issued by an insurance company authorized to conduct business in the State of Minnesota in the amount of at least \$50,000.00, insuring the owner for any personal injuries inflicted by the dangerous dog must be filed with the City Clerk each year upon renewal of the dog license in the following instances:
 - 1. Nuisance Abatement. For a period of two (2) years after having been ordered to abate any nuisance pursuant to this Section.
 - 2. Conviction of failure to restrain an attack by a dog pursuant to this Section, where the Court failed to order destruction of the dog.
 - 3. Where the dog has been declared dangerous pursuant to this chapter.

- T. *Failure to Restrain an Attack by an Animal.* It shall be unlawful for an owner to fail to restrain an animal from inflicting or attempting to inflict bodily injury to any person or other domestic animal. Violation of this Section shall be a misdemeanor. The Court upon a finding of the defendant's guilt hereunder, is authorized to order, as part of the disposition of the case, that the animal be destroyed based on written order containing one or more of the following findings of fact:
 - 1. The animal is dangerous as defined in the Subd. 1; or,
 - 2. The owner of the animal has demonstrated an inability or unwillingness to control the animal in order to prevent unprovoked injury to persons or other domestic animals. If the Court does not order the destruction of the dog, the Court shall, as an alternative, order the defendant to provide, and show proof to the Court of insurance as set forth in the Subd.

- U. *Destruction of Dangerous Animals.* The Chief of Police or his designate shall have authority to order the destruction of dangerous dogs as defined in Section 8-3-1.A of this Code.

- V. *Appeals.* If an owner requests a hearing within five (5) days of the receipt of the Declaration of Dangerous Dog classification for determination as to the dangerous nature of the dog, the City Clerk shall ~~place the matter before the City Council at its next meeting notify the Chief of Police~~. Notice of the Declaration of Dangerous Dog classification shall be sent by certified mail or posting of such notice on owner's last known residence if the owner(s) cannot be found. The owner may appear with counsel if he/she chooses, and present evidence in opposition of the designation of the animal as dangerous. Following the hearing, ~~the Council an administrative hearing officer~~ shall make a determination of facts and shall make such order as it deems proper. If such hearing cannot be held within the statutory fourteen (14) days, the owner must either comply with the terms of the Statute Section 347.50-347.54 or keep the dog at a licensed kennel in a confined pen until the hearing is held. If the Declaration of Dangerous Dog is upheld, the dog shall remain at a licensed kennel in a secured, confined pen until the dog is either destroyed or all of the dangerous dog requirements of the state statute and local ordinances are complied with and a license is issued by the Police Department. If ~~the Council an administrative hearing officer~~ concludes that the dog is dangerous and the owner does not immediately comply with the requirements of the dangerous dog statute, the ~~Council Police~~

Chief -may order the animal control officer to take the dog into custody for destruction. If the dog is ordered into custody for destruction, the owner shall immediately make the dog available to the animal control officer and failure to do so shall be a misdemeanor.

- W. *Harboring a Dangerous Animal.* Any person who harbors an animal after it has been found to be dangerous and ordered into custody for destruction pursuant to this Subd. shall be guilty of a misdemeanor.
- X. *Stopping an Attack.* If any Police Officer or animal control officer is witness to an attack by an animal upon a person or another animal, the officer may take whatever means he/she deems appropriate to bring the attack to an end and prevent further injury to the victim.
- Y. *Removal of Excrement.* It is unlawful for any person who owns or had custody of a dog to cause or permit such animal to defecate on any private property without the consent of the property owner or on any public property unless such person immediately removed the excrement and places it in a proper receptacle. The provisions of this Section shall not apply to seeing-eye dogs under control of a blind person or dogs while being used in City Police activity.
- Z. *Animal Control Officer.* There is hereby established the position of Animal Control Officer. He/She shall be appointed by the City Council. Nothing contained herein shall prevent the City Council from contracting with a person to provide such services.

- AA. *Duties of Animal Control Officer.* The Animal Control Officer shall perform the following duties:
 1. Capture, seize and deliver to any designated pound any dog found: running at large within the City; unlicensed; or not wearing the metal tag provided for in this chapter.
 2. Pick-up and dispose of the carcasses of every dead animal.
 3. Investigate all cases of animal bites reported to him/her and supervise the quarantine of any such animal to assure that it is kept under observation for a period of ten (10) days.
 4. Investigate all reports of dangerous or potentially dangerous dogs referred to him/her, complete the dangerous/potentially dangerous animal form and refer the same to the County Auditor, report to the Chief of Police weekly on the activities of the Animal Control Officer within the City.

BB. *No Interference with Officer.* It shall be unlawful for any person to molest or in any way interfere with any peace officer, animal control officer, or any of their duly authorized assistants, or with any duly authorized agent while engaged in performing work under the provisions of this chapter.

(Ord. 17, SS, 5-3-1993; Ord. 99-43, 9-7-1999; Ord. 160, SS, 8-10-2011; Ord. 229, SS, 6-19-2017; Ord. 276, SS, 5-17-2021)

This ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council of the City of St. Francis this 17th day of March, 2025.

SEAL:

CITY OF ST. FRANCIS
By: _____
Mark Vogel, Mayor

ATTEST: Jennifer Wida, City, Clerk

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

RESOLUTION 2025-16

**A RESOLUTION AUTHORIZING THE SUMMARY PUBLICATION OF ORDINANCE
345, SECOND SERIES AMENDING THE DANGEROUS DOG ORDINANCE - 2nd
READING**

WHEREAS, as authorized by Minnesota Statutes, Section 412.191, subd.4, the City Council has determined that publication of the title and summary of Ordinance 345, Second Series, will clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, a printed copy of the Ordinance is available for inspection during regular office hours in the office of the City Clerk and a digital copy of the Ordinance is available for inspection on the City’s website.

NOW THEREFORE, BE IT RESOLVED that the following summary of Ordinance 344 Second Series is approved for publication:

**CITY OF ST. FRANCIS, MINNESOTA
ORDINANCE 345, SECOND SERIES**

Section 1. Ordinance 345, as adopted, amends the City Zoning Code as follows:

1. Amending city code to have a third party, administrative hearing officer, to determine potentially dangerous and dangerous dogs.

Section 2. This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

**ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 17th
DAY OF MARCH, 2025.**

APPROVED:

Mark Vogel, Mayor

Attest:

Jenni Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: Fleet/Body Camera Systems
DATE: March 17, 2025

OVERVIEW:

The police department utilizes both Panasonic in car (fleet) and body worn camera systems. Panasonic Arbitrator fleet cameras were implemented in 2014 and are the same camera systems currently in use. The department then added Panasonic Arbitrator body worn camera systems in 2021. Both camera systems have reached or are reaching their useful life and will need to be replaced soon. The useful life of the original fleet camera systems was determined to be eight to ten years and four to five years for the body worn camera systems. Licensing for the current Panasonic server is also set to expire soon and will no longer be supported. Both camera systems are important to keep in place and are necessary for capturing evidence and to assist with police department transparency. Camera systems contribute to the successful operations of the police department in serving the public.

Beginning mid-year 2024 department staff began researching several camera system manufacturers focusing on performance, reliability, reputation, and warranty. After meeting with several vendors and evaluating their complete systems, the search was narrowed down to Panasonic and Axon. After gaining additional input from other agencies, IT staff, and other references, the police department has chosen to move forward with Axon as the provider of both body worn camera and fleet camera systems.

Axon is the choice of over 25,000 agencies nationwide and is used by most Anoka County agencies. Reasons to move forward with Axon for the St. Francis Police Department include:

- Performance and reliability of the equipment.
- Reputation.
- Customer service which is 24/7.
- Positive reference feedback.
- Warranty and equipment upgrades (5-year warranty on all hardware compared to 3-year with Panasonic).
- Integration capabilities including live viewing, redaction, and license plate viewing.
- Cloud storage (Evidence.Com), phase out existing server.
- Will provide the ability to remove existing programs used by the department for redaction and evidence collection saving money.
- Seamless data transfers which result in increased staff efficiency.

ACTION TO BE CONSIDERED:

City Council approval to enter into agreement with Axon as the provider of body worn camera and fleet camera systems as well as integration to Evidence.Com for digital storage through 2029.

BUDGET IMPLICATION:

Equipment and related costs will be funded through the police department body worn camera and fleet camera CIP budget.

Attachments: Axon, Panasonic Quotes



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-635645-45714.098CS

Issued: 02/25/2025

Quote Expiration: 03/31/2025

Estimated Contract Start Date: 07/01/2025

Account Number: 112006

Payment Terms:

Delivery Method:

SHIP TO	BILL TO
Saint Francis Police Dept. - MN 4058 Saint Francis Blvd NW Saint Francis, MN 55070-9701 USA	Saint Francis Police Dept. - MN 4058 Saint Francis Blvd NW Saint Francis MN 55070-9701 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Chandler Smith Phone: 480 - 716 - 7245 Email: chasmith@axon.com Fax:	Todd Schwieger Phone: 763-235-2330 Email: tschwieger@sfrancismn.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$112,316.74
ESTIMATED TOTAL W/ TAX	\$112,316.74

Discount Summary

Average Savings Per Year	\$2,360.11
TOTAL SAVINGS	\$11,800.56

Payment Summary

Date	Subtotal	Tax	Total
Mar 2025	\$1,123.16	\$0.00	\$1,123.16
Dec 2025	\$21,340.18	\$0.00	\$21,340.18
Mar 2026	\$22,463.35	\$0.00	\$22,463.35
Mar 2027	\$22,463.35	\$0.00	\$22,463.35
Mar 2028	\$22,463.35	\$0.00	\$22,463.35
Mar 2029	\$22,463.35	\$0.00	\$22,463.35
Total	\$112,316.74	\$0.00	\$112,316.74

Quote Unbundled Price: \$124,117.30
 Quote List Price: \$114,842.50
 Quote Subtotal: \$112,316.74

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
BWCamTAP	Body Worn Camera TAP Bundle	14	60	\$42.20	\$33.80	\$33.80	\$28,392.00	\$0.00	\$28,392.00
BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	60	\$73.05	\$36.07	\$36.07	\$2,164.20	\$0.00	\$2,164.20
A la Carte Hardware									
100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14			\$39.00	\$39.00	\$546.00	\$0.00	\$546.00
H00002	AB4 Multi Bay Dock Bundle	1			\$1,638.90	\$1,638.90	\$1,638.90	\$0.00	\$1,638.90
H00001	AB4 Camera Bundle	14			\$899.00	\$899.00	\$12,586.00	\$0.00	\$12,586.00
A la Carte Software									
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	60		\$10.85	\$10.85	\$7,812.00	\$0.00	\$7,812.00
73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	60		\$20.61	\$20.61	\$14,839.20	\$0.00	\$14,839.20
73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	60		\$27.12	\$23.65	\$17,026.44	\$0.00	\$17,026.44
ProLicense	Pro License Bundle	3	60		\$48.82	\$48.75	\$8,775.00	\$0.00	\$8,775.00
BasicLicense	Basic License Bundle	11	60		\$16.27	\$16.25	\$10,725.00	\$0.00	\$10,725.00
A la Carte Services									
11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	60		\$10.85	\$10.85	\$7,812.00	\$0.00	\$7,812.00
Total							\$112,316.74	\$0.00	\$112,316.74

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	14	1	06/01/2025
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	16	1	06/01/2025
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	16	1	06/01/2025
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	1	1	06/01/2025
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	06/01/2025
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	06/01/2025
A la Carte	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	1	06/01/2025
Body Worn Camera Multi-Bay Dock TAP Bundle	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	1	1	12/02/2027
Body Worn Camera TAP Bundle	73309	AXON BODY - TAP REFRESH 1 - CAMERA	14	1	12/02/2027
Body Worn Camera Multi-Bay Dock TAP Bundle	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	1	1	06/01/2030
Body Worn Camera TAP Bundle	73310	AXON BODY - TAP REFRESH 2 - CAMERA	14	1	06/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Basic License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	11	07/01/2025	06/30/2030
Basic License Bundle	73840	AXON EVIDENCE - ECOM LICENSE - BASIC	11	07/01/2025	06/30/2030
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	9	07/01/2025	06/30/2030
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	07/01/2025	06/30/2030
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	07/01/2025	06/30/2030
A la Carte	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	07/01/2025	06/30/2030
A la Carte	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	07/01/2025	06/30/2030

Services

Bundle	Item	Description	QTY
A la Carte	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Body Worn Camera Multi-Bay Dock TAP Bundle	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	1	06/01/2026	06/30/2030
Body Worn Camera TAP Bundle	80464	AXON BODY - TAP WARRANTY - CAMERA	14	06/01/2026	06/30/2030

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	4058 Saint Francis Blvd NW	Saint Francis	MN	55070-9701	USA

Payment Details

Mar 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1A	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$5.46	\$0.00	\$5.46
Year 1A	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$78.12	\$0.00	\$78.12
Year 1A	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$78.12	\$0.00	\$78.12
Year 1A	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$148.39	\$0.00	\$148.39
Year 1A	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$170.26	\$0.00	\$170.26
Year 1A	BasicLicense	Basic License Bundle	11	\$107.25	\$0.00	\$107.25
Year 1A	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$21.64	\$0.00	\$21.64
Year 1A	BWCamTAP	Body Worn Camera TAP Bundle	14	\$283.92	\$0.00	\$283.92
Year 1A	H00001	AB4 Camera Bundle	14	\$125.86	\$0.00	\$125.86
Year 1A	H00002	AB4 Multi Bay Dock Bundle	1	\$16.39	\$0.00	\$16.39
Year 1A	ProLicense	Pro License Bundle	3	\$87.75	\$0.00	\$87.75
Total				\$1,123.16	\$0.00	\$1,123.16

Dec 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1B	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$103.74	\$0.00	\$103.74
Year 1B	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$1,484.28	\$0.00	\$1,484.28
Year 1B	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$1,484.28	\$0.00	\$1,484.28
Year 1B	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$2,819.45	\$0.00	\$2,819.45
Year 1B	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$3,235.03	\$0.00	\$3,235.03
Year 1B	BasicLicense	Basic License Bundle	11	\$2,037.75	\$0.00	\$2,037.75
Year 1B	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$411.19	\$0.00	\$411.19
Year 1B	BWCamTAP	Body Worn Camera TAP Bundle	14	\$5,394.48	\$0.00	\$5,394.48
Year 1B	H00001	AB4 Camera Bundle	14	\$2,391.34	\$0.00	\$2,391.34
Year 1B	H00002	AB4 Multi Bay Dock Bundle	1	\$311.39	\$0.00	\$311.39
Year 1B	ProLicense	Pro License Bundle	3	\$1,667.25	\$0.00	\$1,667.25
Total				\$21,340.18	\$0.00	\$21,340.18

Mar 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$109.20	\$0.00	\$109.20
Year 2	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$1,562.40	\$0.00	\$1,562.40
Year 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$1,562.40	\$0.00	\$1,562.40
Year 2	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$2,967.84	\$0.00	\$2,967.84
Year 2	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$3,405.28	\$0.00	\$3,405.28
Year 2	BasicLicense	Basic License Bundle	11	\$2,145.00	\$0.00	\$2,145.00
Year 2	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$432.85	\$0.00	\$432.85
Year 2	BWCamTAP	Body Worn Camera TAP Bundle	14	\$5,678.40	\$0.00	\$5,678.40
Year 2	H00001	AB4 Camera Bundle	14	\$2,517.20	\$0.00	\$2,517.20

Mar 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	H00002	AB4 Multi Bay Dock Bundle	1	\$327.78	\$0.00	\$327.78
Year 2	ProLicense	Pro License Bundle	3	\$1,755.00	\$0.00	\$1,755.00
Total				\$22,463.35	\$0.00	\$22,463.35

Mar 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$109.20	\$0.00	\$109.20
Year 3	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$1,562.40	\$0.00	\$1,562.40
Year 3	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$1,562.40	\$0.00	\$1,562.40
Year 3	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$2,967.84	\$0.00	\$2,967.84
Year 3	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$3,405.28	\$0.00	\$3,405.28
Year 3	BasicLicense	Basic License Bundle	11	\$2,145.00	\$0.00	\$2,145.00
Year 3	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$432.85	\$0.00	\$432.85
Year 3	BWCamTAP	Body Worn Camera TAP Bundle	14	\$5,678.40	\$0.00	\$5,678.40
Year 3	H00001	AB4 Camera Bundle	14	\$2,517.20	\$0.00	\$2,517.20
Year 3	H00002	AB4 Multi Bay Dock Bundle	1	\$327.78	\$0.00	\$327.78
Year 3	ProLicense	Pro License Bundle	3	\$1,755.00	\$0.00	\$1,755.00
Total				\$22,463.35	\$0.00	\$22,463.35

Mar 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$109.20	\$0.00	\$109.20
Year 4	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$1,562.40	\$0.00	\$1,562.40
Year 4	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$1,562.40	\$0.00	\$1,562.40
Year 4	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$2,967.84	\$0.00	\$2,967.84
Year 4	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$3,405.28	\$0.00	\$3,405.28
Year 4	BasicLicense	Basic License Bundle	11	\$2,145.00	\$0.00	\$2,145.00
Year 4	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$432.85	\$0.00	\$432.85
Year 4	BWCamTAP	Body Worn Camera TAP Bundle	14	\$5,678.40	\$0.00	\$5,678.40
Year 4	H00001	AB4 Camera Bundle	14	\$2,517.20	\$0.00	\$2,517.20
Year 4	H00002	AB4 Multi Bay Dock Bundle	1	\$327.78	\$0.00	\$327.78
Year 4	ProLicense	Pro License Bundle	3	\$1,755.00	\$0.00	\$1,755.00
Total				\$22,463.35	\$0.00	\$22,463.35

Mar 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	14	\$109.20	\$0.00	\$109.20
Year 5	11642	AXON INVESTIGATE - THIRD PARTY VIDEO SUPPORT	12	\$1,562.40	\$0.00	\$1,562.40
Year 5	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	12	\$1,562.40	\$0.00	\$1,562.40
Year 5	73680	AXON FUSUS - LICENSE - BWC CONNECTIVITY AND PLUS USER	12	\$2,967.84	\$0.00	\$2,967.84
Year 5	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	12	\$3,405.28	\$0.00	\$3,405.28
Year 5	BasicLicense	Basic License Bundle	11	\$2,145.00	\$0.00	\$2,145.00
Year 5	BWCamMBDTAP	Body Worn Camera Multi-Bay Dock TAP Bundle	1	\$432.85	\$0.00	\$432.85
Year 5	BWCamTAP	Body Worn Camera TAP Bundle	14	\$5,678.40	\$0.00	\$5,678.40
Year 5	H00001	AB4 Camera Bundle	14	\$2,517.20	\$0.00	\$2,517.20
Year 5	H00002	AB4 Multi Bay Dock Bundle	1	\$327.78	\$0.00	\$327.78
Year 5	ProLicense	Pro License Bundle	3	\$1,755.00	\$0.00	\$1,755.00
Total				\$22,463.35	\$0.00	\$22,463.35

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Non-Binding Budgetary Estimate



Axon Enterprise, Inc.
 17800 N 85th St.
 Scottsdale, Arizona 85255
 United States
 VAT: 86-0741227
 Domestic: (800) 978-2737
 International: +1.800.978.2737

Q-635641-45714.111CS

Issued: 02/25/2025
 Quote Expiration: 12/20/2024
 Estimated Contract Start Date: 04/01/2025

Account Number: 112006

Payment Terms:

Delivery Method:

SHIP TO	BILL TO
Saint Francis Police Dept. - MN 4058 Saint Francis Blvd NW Saint Francis, MN 55070-9701 USA	Saint Francis Police Dept. - MN 4058 Saint Francis Blvd NW Saint Francis MN 55070-9701 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Chandler Smith Phone: 480 - 716 - 7245 Email: chasmith@axon.com Fax:	Todd Schwieger Phone: 763-235-2330 Email: tschwieger@sfrancismn.org Fax:

Quote Summary

Program Length	60 Months
TOTAL COST	\$98,275.20
ESTIMATED TOTAL W/ TAX	\$98,275.20

Discount Summary

Average Savings Per Year	\$2,169.60
TOTAL SAVINGS	\$10,848.00

Non-Binding Budgetary Estimate

Quote Unbundled Price: \$109,123.20
 Quote List Price: \$98,275.20
 Quote Subtotal: \$98,275.20

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
Fleet3B+TAP	Fleet 3 Basic + TAP	8	60	\$227.34	\$204.74	\$204.74	\$98,275.20	\$0.00	\$98,275.20
Total							\$98,275.20	\$0.00	\$98,275.20

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
Fleet 3 Basic + TAP	100989	AXON FLEET - CRADLEPOINT R920-C7A-5YR NETCLOUD	8	1	03/01/2025
Fleet 3 Basic + TAP	70112	AXON SIGNAL - VEHICLE	8	1	03/01/2025
Fleet 3 Basic + TAP	71200	AXON FLEET - AIRGAIN ANT - 5-IN-1 2LTE 2WIFI 1GNSS BL	8	1	03/01/2025
Fleet 3 Basic + TAP	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	8	1	03/01/2025
Fleet 3 Basic + TAP	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	8	1	03/01/2030

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Basic + TAP	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	8	04/01/2025	03/31/2030
Fleet 3 Basic + TAP	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	16	04/01/2025	03/31/2030

Services

Bundle	Item	Description	QTY
Fleet 3 Basic + TAP	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	8

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
Fleet 3 Basic + TAP	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	8	03/01/2026	03/31/2030
Fleet 3 Basic + TAP	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	8	03/01/2026	03/31/2030

Non-Binding Budgetary Estimate

Payment Summary

Date	Subtotal	Tax	Total
Mar 2025	\$982.75	\$0.00	\$982.75
Mar 2026	\$30,956.69	\$0.00	\$30,956.69
Mar 2027	\$22,111.92	\$0.00	\$22,111.92
Mar 2028	\$22,111.92	\$0.00	\$22,111.92
Mar 2029	\$22,111.92	\$0.00	\$22,111.92
Total	\$98,275.20	\$0.00	\$98,275.20

Non-Binding Budgetary Estimate

Shipping Locations

Location Number	Street	City	State	Zip	Country
1	4058 Saint Francis Blvd NW	Saint Francis	MN	55070-9701	USA

Payment Details

Mar 2025						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1A	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$982.75	\$0.00	\$982.75
Total				\$982.75	\$0.00	\$982.75

Mar 2026						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 1B	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$8,844.77	\$0.00	\$8,844.77
Year 2	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$22,111.92	\$0.00	\$22,111.92
Total				\$30,956.69	\$0.00	\$30,956.69

Mar 2027						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$22,111.92	\$0.00	\$22,111.92
Total				\$22,111.92	\$0.00	\$22,111.92

Mar 2028						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$22,111.92	\$0.00	\$22,111.92
Total				\$22,111.92	\$0.00	\$22,111.92

Mar 2029						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	Fleet3B+TAP	Fleet 3 Basic + TAP	8	\$22,111.92	\$0.00	\$22,111.92
Total				\$22,111.92	\$0.00	\$22,111.92

BAYCOM

A Lifeline in the Moments that Matter

SAM COLUCCI
 9494 HEMLOCK LANE N
 MAPLE GROVE, MN 55369
 PHONE: 920-544-4311
 FAX: 920-468-8615
scolucci@baycominc.com

ST. FRANCIS POLICE DEPARTMENT
SERGEANT RYAN LARSON
 4058 ST. FRANCIS BLVD NW
 ST. FRANCIS, MN 55070
 12/24/2024
 763-235-2331
RLarson@stfrancismn.org

QUOTE NO. SC20241224C

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
 EQUIPMENT DETAILS AND PRICING

QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
Minnesota State Contract Number 179907			
8	Panasonic i-PRO ICV 4000 Kit VC 35 1080p HD Dash Camera Video Processing Unit (VPU) G-Force Sensor, 256GB SSD, In-Car Microphone Receiver, GPS Module, Integrated Cross Trigger Box BWC Pairing/Charging Dock	\$4,913.00	\$39,304.00
8	HD Back Seat-Rear Facing Camera w/Audio	\$477.00	\$3,816.00
8	Wireless Upload/Cross Trigger Antenna	\$339.00	\$2,712.00
9	(3) Year Genetec License	\$2,363.00	\$21,267.00
1	On-Site Professional Services Includes software deployment, training, and camera registration.	\$4,999.00	\$4,999.00

OPTIONS

- (5) Year Annual License - Add \$1,612.00 each
- Side/Rear Camera: \$477.00 each
- Siren Interface Cable: \$35.00 each
- Digital Wireless Transmitter/Microphone Full Kit: \$815.00 each
- Wireless Mic Partial Kit: \$415.00 each
- 2nd Bay 256GB SSD Drive: \$139.00 each
- SSD Card Reader: \$248.00 each

ANNUAL SOFTWARE LICENSING AND SUPPORT AGREEMENT

Includes 24/7 helpdesk support, unlimited access to Genetec Clearence software, and unlimited cloud storage.

	EQUIPMENT COST:	\$72,098.00
Payment Terms: Net 30 Days	SHIPPING:	Included
Quotation Good for 90 Days	TAX:	Exempt
<i>We impose a surcharge of 2% on credit card purchases over \$1,000.00 which is not greater than our cost of acceptance.</i>	TOTAL:	\$72,098.00

Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (<http://terms.baycominc.com>)

Approved By: _____ / _____
 AUTHORIZED CUSTOMER SIGNATURE DATE



SAM COLUCCI
 9494 HEMLOCK LANE N
 MAPLE GROVE, MN 55369
 PHONE: 920-544-4311
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ST. FRANCIS POLICE DEPARTMENT
SERGEANT RYAN LARSON
 4058 ST. FRANCIS BLVD NW
 ST. FRANCIS, MN 55070
 10/25/2024
 763-235-2331
RLarson@stfrancismn.org

QUOTE NO. SC20241025C

PRICING AND FINANCIAL OPTIONS SPECIFIC TO THIS OFFERING:
 EQUIPMENT DETAILS AND PRICING

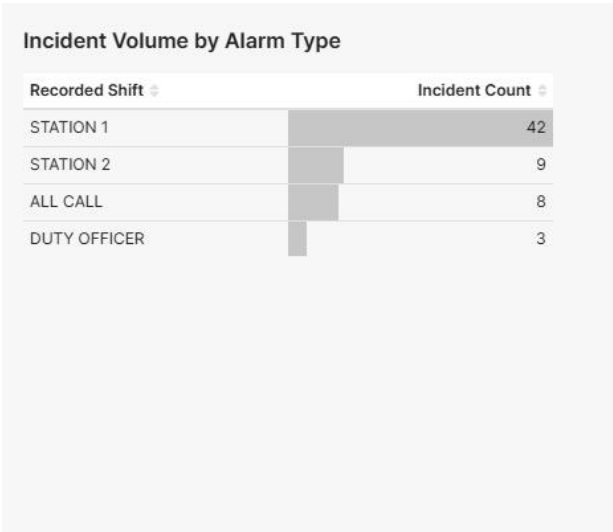
QTY	MODEL AND DESCRIPTION	UNIT PRICE	TOTAL PRICE
Minnesota State Contract Number 179907			
14	Panasonic Body Worn Camera Main Camera, KlickFast Adapter, 3 Year Warranty	\$855.00	\$11,970.00
	KlickFast Magnet Mount: \$62.00 each KlickFast Molle Mount: \$20.00 each KlickFast Uniform Clamp: \$20.00 each KlickFast Belt Loop: \$20.00 each KlickFast Belt Clip: \$20.00 each KlickFast Garment/Vest Mount: \$20.00 each KlickFast Epaulette Mount: \$15.00 each Spare Battery: \$197.00 each Body Camera Single Unit Spare Battery Charging Station: \$199.00 each Body Camera Single Unit Charging / Offload Station: \$299.00 each Body Camera 8 Bay Spare Battery Charging Station: \$689.00 each		
2	Body Camera 8 Bay Charging / Offload Station	\$1,552.00	\$3,104.00
14	(3) Year Genetec License	\$1,404.00	\$19,656.00
OPTIONS			
	(5) Year Annual License - Add \$935.00 each Extend Warranty to 4 Years: \$123.00 each Extend Warranty to 5 Years: \$143.00 each Upgrade Warranty to 3 Year Protection Plus (No Fault): \$147.00 each Upgrade Warranty to 4 Year Protection Plus (No Fault): \$289.00 each Upgrade Warranty to 5 Year Protection Plus (No Fault): \$337.00 each		
ANNUAL SOFTWARE LICENSING AND SUPPORT AGREEMENT			
	Includes 24/7 helpdesk support, unlimited access to Genetec Clearence software, and unlimited cloud storage.		

	EQUIPMENT COST:	\$34,730.00
Payment Terms: Net 30 Days	SHIPPING:	Included
Quotation Good for 90 Days	TAX:	Exempt
<i>We impose a surcharge of 2% on credit card purchases over \$1,000.00 which is not greater than our cost of acceptance.</i>	TOTAL:	\$34,730.00
Your signature is an agreement to purchase and an acceptance of Baycom's Terms & Conditions (http://terms.baycominc.com)		

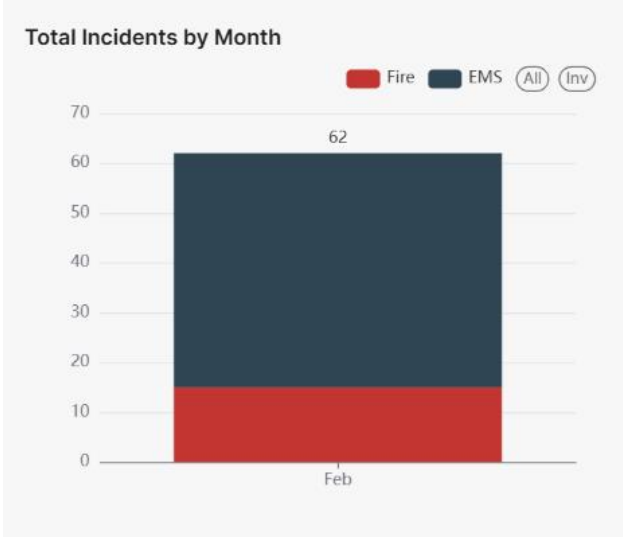
February 2025 St. Francis Fire Department Report

<p>Total Incidents</p> <p>62</p>	<p>"Dispatch" to "Enroute" (Average)</p> <p>4m 1s</p>	<p>"Dispatch" to "At Scene" (Average)</p> <p>8m 1s</p>
---	--	---

Incident Type Code	Incident Type Description	Fire Or EMS	Incident Count
321	EMS call, excluding vehicle accident with injury	EMS	42
611	Dispatched & canceled en route	Fire	5
3201	Lift Assist, no injuries	EMS	4
111	Building fire	Fire	2
311	Medical assist, assist EMS crew	EMS	1
5101	Person in Crisis	Fire	1
118	Trash or rubbish fire, contained	Fire	1
631	Authorized Burning/Legal Rec Fire	Fire	1
6711	Gas Odor Investigation w/nothing found	Fire	1
700	False alarm or false call, other	Fire	1
733	Smoke detector activation due to malfunction	Fire	1
735	Alarm system sounded due to malfunction	Fire	1
7441	False crash/fall alarm from smartphone/smart watch, unintentional	Fire	1



Fire Dispatch Code Description	Incident Count
Medical	10
Med - Med - Seizure	7
Med - Med - Breathing-Difficult	6
LIFT ASSIST	6
Med - Med - Fall	5
Med - MEDICAL	4
Fire Alarm No Smoke	3
Med - Med - Uncon	3
Med - Med - Breathing-NOT	2
Personal Inj Accident	2
STRUCTURE FIRE	2
Carbon Mono No Ill	1
Suicide Attempt In Prog	1
Gas Odor Outside	1
Illegal Burn	1
Med - Med - Alarm	1
Med - Med - Bleed-Severe	1
Med - Med - Heart	1
Med - Med - OB	1
Med - OB	1
MED STROKE	1
Mutual Aid	1
MUTUAL AID	1



Projected Current Year Incident Volume

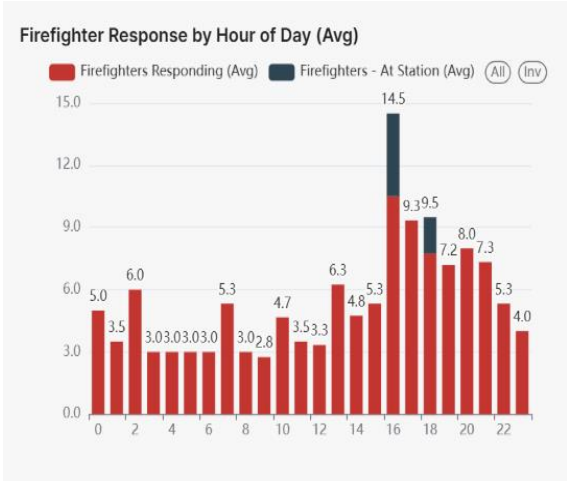
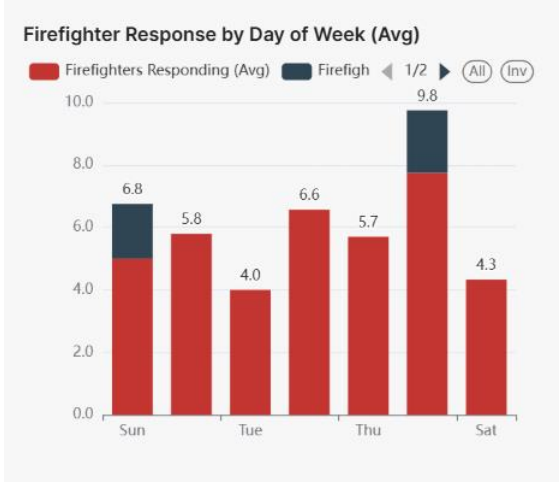
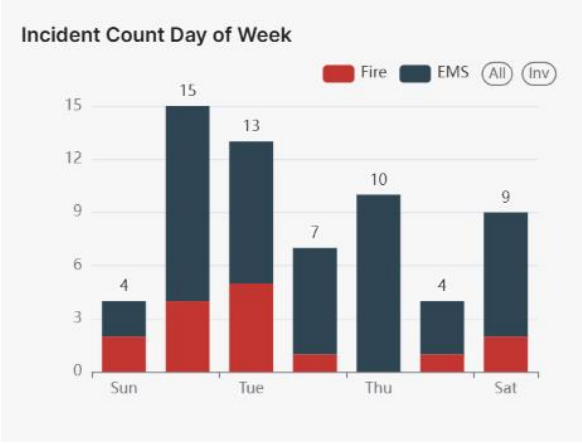
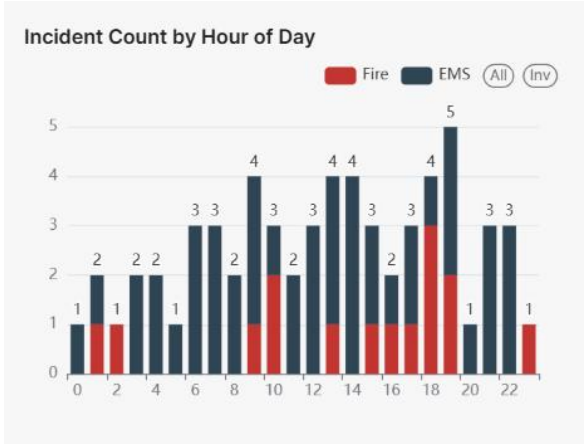
923

Current Incident Volume Projected YoY Change (YTD)

14.52%

Average Daily Incidents Department Wide

2.3



Mutual Aid Given

4

Mutual Aid Given

Show entries

Provided Mutual Aid	Incident Count
Nowthen Fire Department	2
Andover Fire Department	1
Ramsey Fire Department	1

Incidents - Fire

15

Incidents - EMS

47

"Dispatch" to "Clear"
(Average)

25m 15s

Content Loss

\$0

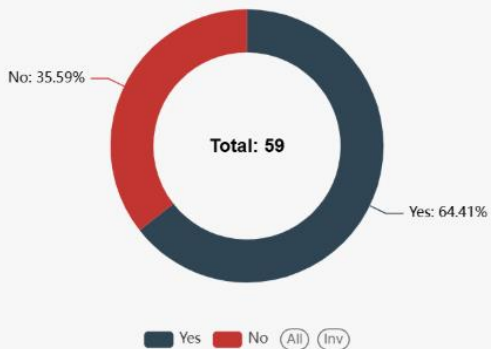
Property Loss

\$0

Total Property & Content
Losses

\$0

Turn Out Goal Met? (5 Minutes)



Time to Arrival Goal Met? - (10:00)

