



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Monday, June 01, 2026 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 - May 18, 2026
 - B.** Official Signatures
Resolution 2026-17 Approving signatures for 2026
 - C.** Cedar Creek IUP Extension
Resolution 2026-18 extending the interim use permit approval for a gravel drive and parking area at 24174 Nacre St NW
 - D.** Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
 - A. Allina Services Update
- 7. PUBLIC HEARING**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - A.** Accepting Bids and Awarding Contract for the 2026 Street Rehabilitation Project and the Woodbine Street Extension Project
Resolution 2026-19 accepting and awarding bids and awarding contract for the 2026 street rehabilitation project and the Woodbine Street Extension project
 - B.** Tower CUP and IUP
Resolution 2026-20 approving a Conditional Use Permit and Interim Use Permit to allow a personal wireless facility and tower exceeding 75 ft in height
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
 - A. City Administrator Report
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**
 - June 02 - Candidate Filing Closes at 5:00 pm
 - June 04 - Annual Bike Rodeo - 5:00 pm - 7:00 pm
 - June 10 - Farmers Market - 3:00 pm - 7:00 pm
 - June 15 - City Council Meeting - 6:00 pm
 - June 17 - Farmers Market - 3:00 pm - 7:00 pm
 - June 17 - Planning Commission Meeting - 7:00 pm
 - June 19 - City Offices Closed for Juneteenth
 - June 23 - Rum River Fire Board Meeting - 5:00 pm
 - June 24 - Farmers Market 3:00 pm - 7:00 pm
 - June 27 - Recycle Event - 8:00 am -12:00 pm
- 14. ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
May 18, 2026
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, City Clerk Jennifer Wida, Community Development Director Jodie Steffes, Finance Director Darcy Mulvihill, and Police Chief Todd Schwieger.

3. APPROVAL OF AGENDA

MOTION BY: MUEHLBAUER SECOND: FAANES 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 - May 4, 2026
- B. Economic Development Committee (EDA) Appointment
- C. Temporary Employee
- D. Tasty Pizza Bar & Bowl Public Dance License
- E. Payment of Claims

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

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

Nays: None

Motion carries: 5-0

5. MEETING OPEN TO THE PUBLIC

Mayor Vogel opened the floor to anyone wishing to speak. No one came forward to address the Council.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE**8. OLD BUSINESS - NONE****9. NEW BUSINESS****A. Met Council Planning Assistance Grant****Resolution 2026-16 Identifying the Need for Funding to Complete Its 2050 Comprehensive Plan Update and Authorizing an Application for Planning Assistance Grant Funds**

City Administrator Kate Thunstrom reviewed the Staff report regarding the Met Council Planning Assistance Grant. She stated that the resolution before the Council would authorize the next steps in accepting a grant from the Met Council to help cover the costs of the 2050 comprehensive plan update. Thunstrom noted that the City would be awarded \$40,000 as a small city with a septic and water system, with an additional \$4,000 available if the plan is submitted by the October deadline. She added that Staff is already working with HKGi toward that submission goal.

Robinson asked what the total estimated cost of the comprehensive plan would be and what the City's portion would be without the grant. Thunstrom stated the planning and engineering portion is estimated at approximately \$100,000, spread over two years, with work beginning in June 2026 and a target submission date of April 2028.

Robinson asked if funding had already been allocated for this project. Thunstrom confirmed that the City budgets annually within the community development budget for comprehensive planning needs.

Robinson noted that grants represent tax dollars redirected rather than free money, and confirmed that applying on time, including meeting the bonus deadline, would result in meaningful savings for the City.

MOTION BY: MUEHLBAUER SECOND: UDVIG ADOPTING RESOLUTION 2026-16 IDENTIFYING THE NEED FOR FUNDING TO COMPLETE ITS 2050 COMPREHENSIVE PLAN UPDATE AND AUTHORIZING AN APPLICATION FOR PLANNING ASSISTANCE GRANT FUNDS

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

Nays: None

Motion carries: 5-0

B. Everbridge Update

Police Chief Todd Schwieger provided a brief update on the transition from Nixle to the Anoka County Central Communications Center (ECC) Everbridge platform. He explained that the ECC contracted with Everbridge for its IPAWS emergency notification system, which can also be used for non-emergency communications

similar to those currently sent through Nixle. Schwieger noted the transition would result in savings of approximately \$4,400 per year. He stated that the current Nixle contract terminates on June 21st, and that Staff attended a training session with Dispatch on May 7th and anticipates no delays in notifications after that date. He added that Staff would send additional notifications through the current platform to help subscribers make the transition.

Udvig encouraged the Council and public to sign up for the new system, noting she had already done so by scanning the QR code and describing the process as simple.

Robinson asked whether outreach would occur at Pioneer Days and at the Farmers Market. Schwieger confirmed that flyers with the QR code would be distributed at City events, including Pioneer Days. Robinson also asked about the current number of Nixle subscribers. Schwieger stated there are approximately 1,400 subscribers receiving notifications by text or email, and an additional 1,300 receiving them by other means. He added that the new platform allows subscribers to opt into notifications from multiple cities.

Faanes asked whether a notification could be sent through Nixle informing subscribers of the change and including a link to sign up for the new platform. Schwieger confirmed that advisories would be sent through the current platform with a link included.

No action was taken.

C. 2025 Annual Comprehensive Financial Report

Finance Director Darcy Mulvihill reviewed the 2025 Annual Comprehensive Financial Report. She noted that the audit video had been posted the prior week and emailed to the Council, and that no questions had been received. Mulvihill thanked Justin and the Abdo team for their work on the report.

Robinson stated he had no significant questions, noting that any deficiencies were addressed within the video and that findings were typical for a small community.

Muehlbauer encouraged the public to view the audit video on YouTube, noting it is approximately 12 minutes in length.

Mayor Vogel stated he found the YouTube video with Justin's explanation to be very helpful and echoed Muehlbauer's recommendation to the public.

MOTION BY: UDVIG SECOND: ROBINSON ACCEPTING THE 2025 ANNUAL COMPREHENSIVE FINANCIAL REPORT

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

Nays: None

Motion carries: 5-0

10. MEETING OPEN TO THE PUBLIC

Mayor Vogel opened the floor to anyone wishing to speak. No one came forward to address the Council.

11. REPORTS

A. City Administrator Report

City Administrator Kate Thunstrom reviewed the City Administrator report. She reported that the City was awarded \$4 million in the state bonding bill for infrastructure improvements. Thunstrom also reminded the Council that a town hall is scheduled for the following evening from 6:00 to 7:30 p.m. with both City legislators in attendance. She noted that work on the City website is ongoing, encouraged patience with remaining software-related quirks, and announced that a City table will be available at Pioneer Days from 1:00 to 4:00 p.m. in the park.

Robinson asked about the City's anticipated cost obligation given the combined state, federal, and bonding bill funds. Thunstrom stated that the \$7 million is strictly for pavement improvements, with the City's current estimated cost share at approximately \$378,000 for pavement at all intersections. She noted that updated figures on underground work are still pending from the engineer, and that with the \$2 million from the federal government and the full \$4 million from the State, a significant impact will be made, though some bonding will likely still be necessary to close any remaining gap.

Robinson acknowledged the significance of the funding, noting that many similarly sized cities have struggled for years without similar assistance, and that St. Francis receiving this support on its first application was a meaningful outcome.

B. Community Development - Quarter One Report

Community Development Director Jodie Steffes reviewed the Community Development Quarter One Report for 2026. On economic development, she noted that Staff continues to work with North Shore Development Partners on a housing infill concept for the 3731 Bridge Street property, and that title work is ongoing for the two commercial properties across the street where the Woodbine North extension will provide access. She reported that Vista Prairie opened its memory care unit in January and has become a community gathering space, that First Baptist Church completed a 6,400-square-foot addition, and that the Farmers Market is on track to open June 10th. On land use, Steffes noted 68 lots remain on water and sewer, and 31 on private well and septic. The Bluffs of Rum River development (291 units in four phases) continues through final plat review, Turtle Ponds 6th Addition revised to two four-unit townhomes with a Planning Commission discussion scheduled for June 17th, and Willow Ridge Business Center, south of Dollar General on Cree Street, has received approval with construction expected this summer. In the Building Department, 14 new construction permits were issued in Quarter One, compared to only one in Q1 2025

and 17 for all of 2025, with 88 total permits processed. Code enforcement saw 19 properties in active enforcement in Q1, with the most common violations being parking in the yard, refuse, and junk; Steffes noted that most of those cases have since been closed. On rental properties, an even-year inspection cycle, 70 properties with even addresses were registered, with approximately 50 percent requiring minor safety corrections. The City has three reported vacant buildings, including the Rum River Inn.

Muehlbauer asked about the status of the Kinghorn development near the school. Steffes stated the holdup relates to securing tenants, and that she provides statistical data to the developer and follows up monthly. Muehlbauer noted that he had responded to a constituent complaint email, copying Staff and Mayor Vogel. He encouraged fellow Councilmembers to direct residents to Staff when handling complaint correspondence, and to contact Staff directly to better understand the situation before responding.

Robinson asked whether code enforcement staff make in-person contact with residents. Steffes explained that staff typically photograph potential violations and post notices for long-grass violations, but do not routinely knock on doors. She noted that administrative notices now include a paragraph inviting residents to contact Staff, a copy of the violation photograph, and a phone number, and that most of the 19 Q1 cases have already been resolved. Robinson acknowledged a recent case in which police responded in a friendly, in-person manner and expressed support for that approach. Robinson also asked whether the neighbor notification radius for an upcoming Planning and Zoning item, a potential cell tower, had been updated. Steffes confirmed the radius was changed from 350 to 1,000 feet for rural situations and that notifications were sent accordingly.

Mayor Vogel echoed Muehlbauer's guidance on code enforcement matters, noting that in each instance where he had been contacted by residents, Staff had already been in cordial communication, and encouraged the Council to reach out to Staff first before responding to constituents.

12. COUNCIL MEMBER REPORTS

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

Udvig reported attending the Parks Commission meeting on May 7th, where a resident, accompanied by his mother, came forward to request a basketball hoop at a nearby park. She noted that Staff will follow up with the family, and that the Parks Commission also discussed potential additions to the Bark Park, including lighting, additional obstacles, a take-a-toy-leave-a-toy program, and a stick station. Udvig highlighted the high usage of the Bark Park and noted that grant funding is actively being pursued to support park development, given the high cost of park improvements. She reported missing another monthly meeting due to the Parks Commission conflict and noted she would receive a recap from Staff. Udvig also

reported attending the Bark Park on Friday during a Ruff Start Rescue event, which was lightly attended due to a scheduling conflict with the St. Francis Elementary Family Fun Night. She encouraged the public to sign up to volunteer for Pioneer Days, noting a LEGO Packing Event on Wednesday at The Legion at 6:00 p.m.

Robinson reported receiving an invitation for a grand opening at Vista Prairie on June 4th at 3:00 p.m. and stated his intention to attend. He encouraged the public and Council to volunteer for Pioneer Days, noting the Chamber has worked extensively to organize the event and that volunteer sign-up is available online. Robinson reminded the Council of the importance of the Town Hall meeting the following evening and asked how it had been publicized. Thunstrom responded that no marketing materials were received from the legislators, but that Staff had posted the event on Facebook that evening. An audience member noted that a joint video by Senator Matthews and Representative Lawrence had been posted on their Facebook pages and shared to community platforms. Robinson reminded the Council of the upcoming Fire District meeting the following Tuesday.

Muehlbauer reported attending the EDA appointment interviews alongside Robinson. He provided a budget transparency update, noting that planned increases to the maintenance fund, parks, and related items currently project a 5.5 percent budget increase before any additional items. He stated that with the anticipated Fire District budget increase and without a flattened CIP, the total increase would reach approximately 7.1 percent, and that a flattened CIP would bring it to approximately 8.56 percent. He noted that the abatement, approximately \$200,000, or 2.78 percent, is included in those figures and offsets a portion of the increase.

Mayor Vogel promoted Pioneer Days and expressed appreciation for the Chamber's work in organizing the event. He noted that he was pleased to receive news of the \$4 million state bonding bill award and stated he had asked City Administrator Thunstrom to draft a thank-you letter to Senator Matthews and Representative Lawrence, similar to one previously sent to Representative Emmer, for the Council's collective signature. He reminded the public of the Town Hall the following evening and announced that candidate filing opens May 19th and closes June 2nd for the mayor position and two Council seats, with filing conducted at City Hall for a \$5 fee. City Clerk Wida confirmed the \$5 filing fee and that the filing must be completed at City Hall.

13. UPCOMING EVENTS

May 19 - Town Hall

May 20 - Planning Commission Meeting, 7:00 p.m.

May 25 - Memorial Day - City offices closed

May 29 - 31 - Pioneer Days

Candidate Filing begins May 19, 2026, and ends June 2, 2026

14. ADJOURNMENT

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

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

Nays: None

Motion carries: 5-0

There being no further business, Mayor Vogel adjourned the regular City Council at 6:35 p.m.

Jennifer Wida, City Clerk

DRAFT



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Natalie Santillo, Finance Director
SUBJECT: Official Signatures
DATE: June 1, 2026

OVERVIEW:

With the resignation of Darcy Mulvihill, Finance Director, and hiring of Natalie Santillo to take over for Darcy, council needs to change the official signatures for the city. Please see the attached resolution.

ACTION TO BE CONSIDERED:

Approved under consent agenda designate the official signatures.

BUDGET IMPLICATION:

None

Attachment:

- Resolution 2026-17 Approving Signatures for 2026

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

RESOLUTION 2026-17

**A RESOLUTION APPROVING THE OFFICIAL SIGNATURES FOR
2026**

Official Signatures

- Mark Vogel, Mayor
- Kevin Robinson Mayor Pro Temp
- Kate Thunstrom, City Administrator
- Natalie Santillo, Finance Director
- Jenni Wida, Deputy City Administrator/ City Clerk

(2 signatures required)

ADOPTED BY THE CITY COUNCIL OF ST. FRANCIS THIS 1st DAY OF JUNE, 2026.

APPROVED:

Mark Vogel, Mayor of St. Francis

ATTEST:

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: St. Francis City Council
FROM: Beth Richmond, Planner
SUBJECT: Cedar Creek IUP Extension
DATE: June 1, 2026
APPLICANT: Cedar Creek Energy Corporation (Jason Breiland)
LOCATION: 24174 Nacre St NW

OVERVIEW:

On July 7, 2025, the City Council approved an Interim Use Permit (IUP) with conditions to allow a gravel driveway and parking area serving the solar farm at 24174 Nacre St NW (PINs 28-34-25-11-0001 and 28-34-25-12-0001). The deadline to record this permit with the Anoka County Recorder is July 7, 2026. Cedar Creek Energy has requested to extend the deadline for recording the IUP for one year to July 7, 2027 to account for construction delays that are due to lease agreements and other unforeseen obstacles. Staff supports the extension request.

ACTION TO BE CONSIDERED:

Staff recommends approval of the extension request and has prepared a draft extension resolution for the Council’s consideration.

Suggested Motions:

1. Move to adopt Resolution 2026-18 to extend the recording deadline for the gravel drive and parking area IUP at 24174 Nacre St NW to July 7, 2027.

ATTACHMENTS:

- Draft Resolution 2026-18

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

RESOLUTION NO. 2026-18

**A RESOLUTION EXTENDING THE INTERIM USE PERMIT APPROVAL FOR A
GRAVEL DRIVE AND PARKING AREA AT 24174 NACRE ST NW**

WHEREAS, on July 7, 2025, the City of St. Francis passed Resolution No. 2025-31 approving an Interim Use Permit to allow a gravel drive and parking area serving the future solar farm at 24174 Nacre St NW; and

WHEREAS, City Code Section 10-31-04 requires that the all conditions of the IUP be fulfilled and it be recorded within one year of approval; and

WHEREAS, construction on the solar farm has been delayed due to obstacles related to the lease agreements for the site;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis, Minnesota, that:

1. The extension granted by this Resolution shall expire on July 7, 2027, unless the Interim Use Permit has been recorded. In the event that the Interim Use Permit has not been recorded by July 7, 2027, all approvals granted herein shall be voided and it will be necessary for the Developer to file a new application.

PASSED AND ADOPTED by the City Council of the City of St. Francis, Minnesota this 1st day of June, 2026.

Mark Vogel, Mayor

Attest: Jennifer Wida, City Clerk

Dated

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



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Natalie Santillo, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: June 01, 2026

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$134,845.47 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Direct Transfers – N/A

Manual Checks- N/A

ACTION TO BE CONSIDERED:

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

BUDGET IMPLICATION:

City bills

Attachments:

- 06-01-2026 Packet List-\$134,845.47

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: PAPER CHECK

Agenda Item # 4D.

Invoice Number	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	Description	Entered By					Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 10661 - A-1 TIRE SERVICE INC.							
115624							
00045313	A-1 TIRE SERVICE INC.	05/18/2026		3,587.92	3,587.92	Open	N
	TRACTOR MAINTENANCE	DROBERTSON					06/01/2026
	101-43100-40218	EQUIPMENT MAINTENANCE		3,587.92		1.00	3,587.92
Total Vendor 10661 - A-1 TIRE SERVICE INC.				<u>3,587.92</u>	<u>3,587.92</u>		
Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD							
1145							
00045332	ALWAYS BRIGHT LIGHTS LTD	05/21/2026		500.00	500.00	Open	N
	PIONEER DAY BANNERS INSTALLATION	DROBERTSON					06/01/2026
	101-45200-40311	CONTRACT		500.00		1.00	500.00
Total Vendor 7258 - ALWAYS BRIGHT LIGHTS LTD				<u>500.00</u>	<u>500.00</u>		
Vendor 3811 - ANOKA COUNTY TREASURY							
CINV26-010273							
00045377	ANOKA COUNTY TREASURY	05/15/2026		1,200.00	1,200.00	Open	N
	MAY 2026 CAC FIBER	DROBERTSON					06/01/2026
	101-42110-40321	TELEPHONE		200.00		1.00	200.00
	101-42210-40321	TELEPHONE		200.00		1.00	200.00
	101-43100-40321	TELEPHONE		200.00		1.00	200.00
	101-45200-40321	TELEPHONE		200.00		1.00	200.00
	601-49440-40321	TELEPHONE		200.00		1.00	200.00
	602-49490-40321	TELEPHONE		200.00		1.00	200.00
Total Vendor 3811 - ANOKA COUNTY TREASURY				<u>1,200.00</u>	<u>1,200.00</u>		
Vendor 6364 - ARTISAN BEER COMPANY							
3857597							
00045339	ARTISAN BEER COMPANY	05/21/2026		981.60	981.60	Open	N
	THC	CBUSKEY					05/21/2026
	609-49751-40257	THC		981.60		1.00	981.60
Total Vendor 6364 - ARTISAN BEER COMPANY				<u>981.60</u>	<u>981.60</u>		
Vendor 42 - BARNA, GUZY & STEFFEN							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: PAPER CHECK

Agenda Item # 4D.

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 42 - BARNA, GUZY & STEFFEN							
310347 00045371	BARNA, GUZY & STEFFEN MUNICIPAL 101-41600-40304	04/30/2026 DROBERTSON CIVIL LEGAL FEES		2,015.00	2,015.00	Open	N 06/01/2026 2,015.00
310354 00045372	BARNA, GUZY & STEFFEN PROSECUTION/RETAINER FILE 101-41600-40312	04/30/2026 DROBERTSON CRIMINAL LEGAL FEES		5,300.00	5,300.00	Open	N 06/01/2026 5,300.00
310349 00045373	BARNA, GUZY & STEFFEN GENERAL LABOR 101-41600-40304	04/30/2026 DROBERTSON CIVIL LEGAL FEES		70.00	70.00	Open	N 06/01/2026 70.00
310635 00045374	BARNA, GUZY & STEFFEN TRANSFER OF TITLE 101-41600-40304	04/30/2026 DROBERTSON CIVIL LEGAL FEES		375.00	375.00	Open	N 06/01/2026 375.00
Total Vendor 42 - BARNA, GUZY & STEFFEN				7,760.00	7,760.00		
Vendor 7779 - CAPITOL BEVERAGE SALES, L.P							
3293554 00045301	CAPITOL BEVERAGE SALES, L.P BEER/LIQUOR 609-49751-40252 609-49751-40251	05/18/2026 CBUSKEY BEER LIQUOR		635.00	635.00	Open	N 05/18/2026 140.00 495.00
Total Vendor 7779 - CAPITOL BEVERAGE SALES, L.P				635.00	635.00		
Vendor 10844 - CITY OF SAINT PAUL							
IN65225 00045311	CITY OF SAINT PAUL ASPHALT MIX 405-43100-40441	05/06/2026 DROBERTSON MISCELLANEOUS		1,085.13	1,085.13	open	N 06/01/2026 1,085.13
Total Vendor 10844 - CITY OF SAINT PAUL				1,085.13	1,085.13		
Vendor 4854 - CRYSTAL SPRINGS ICE							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: PAPER CHECK

Agenda Item # 4D.

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 4854 - CRYSTAL SPRINGS ICE							
03-601978 00045355	CRYSTAL SPRINGS ICE MISC	05/22/2026 CBUSKEY		261.68	261.68	Open	N 05/22/2026
	609-49751-40206	FREIGHT		4.00		1.00	4.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		257.68		1.00	257.68
Total Vendor 4854 - CRYSTAL SPRINGS ICE				261.68	261.68		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2778194 00045328	DAHLHEIMER DIST. CO. INC BEER/MISC/NA	05/20/2026 CBUSKEY		18,808.58	18,808.58	Open	N 05/20/2026
	609-49751-40254	MISCELLANEOUS MERCHANDISE		263.00		1.00	263.00
	609-49751-40255	N/A PRODUCTS		112.00		1.00	112.00
	609-49751-40252	BEER		18,433.58		1.00	18,433.58
2778616 00045336	DAHLHEIMER DIST. CO. INC BEER	05/21/2026 CBUSKEY		(108.50)	(108.50)	Open	N 05/21/2026
	609-49751-40252	BEER		(108.50)		1.00	(108.50)
Total Vendor 91 - DAHLHEIMER DIST. CO. INC				18,700.08	18,700.08		
Vendor 8132 - ERIK SKOGQUIST							
.05262026 00045361	ERIK SKOGQUIST 2ND QUARTER ASSESSING 2026	06/01/2026 DROBERTSON		4,606.44	4,606.44	Open	N 06/01/2026
	101-41550-40311	CONTRACT		4,606.44		1.00	4,606.44
Total Vendor 8132 - ERIK SKOGQUIST				4,606.44	4,606.44		
Vendor 3447 - FERGUSON WATERWORKS							
0565874 00045358	FERGUSON WATERWORKS HORNS	05/22/2026 DROBERTSON		1,320.52	1,320.52	Open	N 06/01/2026
	601-49440-40259	WATER METERS		1,320.52		1.00	1,320.52
0565907 00045359	FERGUSON WATERWORKS WALL MIU	05/22/2026 DROBERTSON		1,980.00	1,980.00	Open	N 06/01/2026
	601-49440-40259	WATER METERS		1,980.00		1.00	1,980.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: PAPER CHECK

Agenda Item # 4D.

Invoice Number	Vendor	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	Description	Entered By					Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 3447 - FERGUSON WATERWORKS							
0565964							
00045384	FERGUSON WATERWORKS	05/28/2026		1,980.00	1,980.00	Open	N
	WALL MIU	DROBERTSON					06/01/2026
Total Vendor 3447 - FERGUSON WATERWORKS							
				5,280.52	5,280.52		
Vendor 10829 - FLASHING THUNDER FIREWORKS							
.05122026							
00045146	FLASHING THUNDER FIREWORKS	05/12/2026		7,500.00	7,500.00	Open	N
	PIONEER DAYS FIREWORKS 2026	DROBERTSON					06/01/2026
	101-45230-40311	CONTRACT		7,500.00		1.00	7,500.00
Total Vendor 10829 - FLASHING THUNDER FIREWORKS							
				7,500.00	7,500.00		
Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							
ORD-26240							
00045329	GLOBAL RESERVE DISTRIBUTION	05/20/2026		744.00	744.00	Open	N
	THC	CBUSKEY					05/20/2026
	609-49751-40257	THC		744.00		1.00	744.00
Total Vendor 10659 - GLOBAL RESERVE DISTRIBUTION							
				744.00	744.00		
Vendor 4691 - GRANITE CITY JOBBING CO							
525966							
00045306	GRANITE CITY JOBBING CO	05/19/2026		6,538.97	6,538.97	Open	N
	TOBACCO	CBUSKEY					05/19/2026
	609-49751-40206	FREIGHT		10.00		1.00	10.00
	609-49751-40256	TOBACCO PRODUCTS		6,528.97		1.00	6,528.97
Total Vendor 4691 - GRANITE CITY JOBBING CO							
				6,538.97	6,538.97		
Vendor 7738 - INTERSTATE TESTING							
18026							
00045310	INTERSTATE TESTING	05/11/2026		1,080.00	1,080.00	Open	N
	BACKFLOW TESTING	DROBERTSON					06/01/2026
	601-49440-40233	WATER PLANT MAINT		1,080.00		1.00	1,080.00
Total Vendor 7738 - INTERSTATE TESTING							
				1,080.00	1,080.00		
Vendor 10825 - IUOE LOCAL #49							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

POSTED AND UNPOSTED OPEN

BANK ACCOUNTS: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: PAPER CHECK

Agenda Item # 4D.

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 10825 - IUOE LOCAL #49							
.05272026							
00045380	IUOE LOCAL #49	05/27/2026		385.34	385.34	Open	N
	PW UNION DUES JUNE 2026		DROBERTSON				06/01/2026
	101-00000-21707		UNION DUES	385.34		1.00	385.34
Total Vendor 10825 - IUOE LOCAL #49					<u>385.34</u>	<u>385.34</u>	
Vendor 154 - JOHNSON BROTHERS							
1057121							
00045349	JOHNSON BROTHERS	05/22/2026		343.80	343.80	Open	N
	LIQUOR		CBUSKEY				05/22/2026
	609-49751-40206		FREIGHT	3.80		1.00	3.80
	609-49751-40251		LIQUOR	340.00		1.00	340.00
1057119							
00045350	JOHNSON BROTHERS	05/22/2026		8,975.56	8,975.56	Open	N
	LIQUOR		CBUSKEY				05/22/2026
	609-49751-40206		FREIGHT	123.50		1.00	123.50
	609-49751-40251		LIQUOR	8,852.06		1.00	8,852.06
1057120							
00045351	JOHNSON BROTHERS	05/22/2026		2,378.28	2,378.28	Open	N
	WINE		CBUSKEY				05/22/2026
	609-49751-40206		FREIGHT	61.28		1.00	61.28
	609-49751-40253		WINE	2,317.00		1.00	2,317.00
183009							
00045357	JOHNSON BROTHERS	05/08/2026		(16.50)	(16.50)	Open	N
	WINE CREDIT		DROBERTSON				06/01/2026
	609-49751-40253		WINE	(4.00)		1.00	(4.00)
	609-49751-40251		LIQUOR	(12.50)		1.00	(12.50)
Total Vendor 154 - JOHNSON BROTHERS					<u>11,681.14</u>	<u>11,681.14</u>	
Vendor 4926 - JRS APPLIANCE, INC							
118058							
00045314	JRS APPLIANCE, INC	05/08/2026		456.00	456.00	Open	N
	RECYCLING EVENT		DROBERTSON				06/01/2026
	101-43210-40439		RECYCLING DAYS	456.00		1.00	456.00
Total Vendor 4926 - JRS APPLIANCE, INC					<u>456.00</u>	<u>456.00</u>	

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EXP CHECK RUN DATES 06/02/2026 - 06/02/2026

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Agenda Item # 4D.

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 10824 - LAW ENFORCEMENTLABOR SERVICES							
.05272026 00045378	LAW ENFORCEMENTLABOR SERVICES POLICE DUES JUNE 2026 101-00000-21707	05/27/2026 DROBERTSON UNION DUES		657.00	657.00	Open	N 06/01/2026 657.00
.052720261 00045379	LAW ENFORCEMENTLABOR SERVICES SERGEANTS DUES JUNE 2026 101-00000-21707	05/27/2026 DROBERTSON UNION DUES		73.00	73.00	Open	N 06/01/2026 73.00
Total Vendor 10824 - LAW ENFORCEMENTLABOR SERVICES				730.00	730.00		
Vendor 10266 - MAGIC TURF							
17914 00045315	MAGIC TURF COMMUNITY PARK & HIDDEN PONDS 101-45200-40229	05/18/2026 DROBERTSON PROJECT MAINTENANCE		5,625.00	5,625.00	Open	N 06/01/2026 5,625.00
Total Vendor 10266 - MAGIC TURF				5,625.00	5,625.00		
Vendor 8133 - MARY WELLS							
.05262026 00045360	MARY WELLS 2ND QUARTER ASSESSING 2026 101-41550-40311	06/01/2026 DROBERTSON CONTRACT		4,606.44	4,606.44	Open	N 06/01/2026 4,606.44
Total Vendor 8133 - MARY WELLS				4,606.44	4,606.44		
Vendor 202 - MCDONALD DIST CO							
861227 00045302	MCDONALD DIST CO BEER/NA/THC 609-49751-40257 609-49751-40255 609-49751-40252	05/19/2026 CBUSKEY THC N/A PRODUCTS BEER		12,183.20 377.40 261.40 11,544.40	12,183.20	Open	N 05/19/2026 377.40 261.40 11,544.40
861226 00045303	MCDONALD DIST CO BEER 609-49751-40252	05/19/2026 CBUSKEY BEER		(62.30) (62.30)	(62.30)	Open	N 05/19/2026 (62.30)

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Agenda Item # 4D.

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 202 - MCDONALD DIST CO							
861225							
00045304	MCDONALD DIST CO BEER 609-49751-40252	05/19/2026 CBUSKEY BEER		(39.20)	(39.20)	Open	N 05/19/2026 (39.20)
861219							
00045305	MCDONALD DIST CO LIQUOR 609-49751-40251	05/19/2026 CBUSKEY LIQUOR		1,120.00	1,120.00	Open	N 05/19/2026 1,120.00
862292							
00045365	MCDONALD DIST CO BEER/WINE/NA 609-49751-40253 609-49751-40255 609-49751-40252	05/26/2026 CBUSKEY WINE N/A PRODUCTS BEER		1,010.25 35.00 324.00 651.25	1,010.25	Open	N 05/26/2026 35.00 324.00 651.25
Total Vendor 202 - MCDONALD DIST CO				14,211.95	14,211.95		
Vendor 3689 - METRO SALES, INC							
INV3093481							
00045316	METRO SALES, INC COPIES-PW 101-43100-40200 101-45200-40200 601-49440-40200 602-49490-40200	05/19/2026 DROBERTSON OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES		258.16 64.54 64.54 64.54 64.54	258.16	Open	N 06/01/2026 64.54 64.54 64.54 64.54
Total Vendor 3689 - METRO SALES, INC				258.16	258.16		
Vendor 195 - MN DEPARTMENT OF HEALTH							
1133276							
00045362	MN DEPARTMENT OF HEALTH 2026 STATEWIDE HOSPITALITY FEE 101-42110-40308	04/16/2026 DROBERTSON COMMUNITY EDUCATION		50.00 50.00	50.00	Open	N 06/01/2026 50.00
Total Vendor 195 - MN DEPARTMENT OF HEALTH				50.00	50.00		
Vendor 8990 - MORRELL & MORRELL LP							

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Agenda Item # 4D.

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 8990 - MORRELL & MORRELL LP							
117046							
00045381	MORRELL & MORRELL LP	05/27/2026		2,170.80	2,170.80	Open	N
	CLASS 5		DROBERTSON				06/01/2026
	405-43100-40441		MISCELLANEOUS	2,170.80		1.00	2,170.80
Total Vendor 8990 - MORRELL & MORRELL LP							
				<u>2,170.80</u>	<u>2,170.80</u>		
Vendor 10727 - NELSON SANITATION & RENTAL, INC							
INV/2026/5320							
00045347	NELSON SANITATION & RENTAL, INC	05/22/2026		179.00	179.00	Open	N
	DEER CREEK PARK HANDICAP UNIT AND DELIVE		DROBERTSON				06/01/2026
	101-45200-40311		CONTRACT	179.00		1.00	179.00
INV/2026/5451							
00045363	NELSON SANITATION & RENTAL, INC	05/26/2026		149.00	149.00	Open	N
	SEELEY BROOK HANDICAP UNIT		DROBERTSON				06/01/2026
	101-45200-40311		CONTRACT	149.00		1.00	149.00
INV/2026/5452							
00045364	NELSON SANITATION & RENTAL, INC	05/26/2026		149.00	149.00	Open	N
	SIWEK PARK HANDICAP UNIT		DROBERTSON				06/01/2026
	101-45200-40311		CONTRACT	149.00		1.00	149.00
INV/2026/5435							
00045366	NELSON SANITATION & RENTAL, INC	05/26/2026		232.00	232.00	Open	N
	COMM PARK HANDICAP UNIT & MONTHLY PORTAB		DROBERTSON				06/01/2026
	101-45200-40311		CONTRACT	232.00		1.00	232.00
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC							
				<u>709.00</u>	<u>709.00</u>		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
5176974							
00045337	PHILLIPS WINE & SPIRITS CO	05/21/2026		3,946.26	3,946.26	Open	N
	LIQUOR		CBUSKEY				05/21/2026
	609-49751-40206		FREIGHT	51.30		1.00	51.30
	609-49751-40251		LIQUOR	3,894.96		1.00	3,894.96
5176975							
00045338	PHILLIPS WINE & SPIRITS CO	05/21/2026		984.35	984.35	Open	N
	WINE		CBUSKEY				05/21/2026
	609-49751-40206		FREIGHT	38.00		1.00	38.00
	609-49751-40253		WINE	946.35		1.00	946.35

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Agenda Item # 4D.

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 214 - PHILLIPS WINE & SPIRITS CO							
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				4,930.61	4,930.61		
Vendor 10014 - RED BULL DISTRIBUTION CO INC.							
2034865710							
00045348	RED BULL DISTRIBUTION CO INC.	05/22/2026		361.40		Open	N
	MISC		CBUSKEY				05/22/2026
	609-49751-40254		MISCELLANEOUS MERCHANDISE	361.40		1.00	361.40
Total Vendor 10014 - RED BULL DISTRIBUTION CO INC.				361.40	361.40		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B022524							
00045312	RMB ENVIRONMENTAL LABORATORIES, INC	05/18/2026		238.00		Open	N
	WEEKS 2-4 COOLER 1		DROBERTSON				06/01/2026
	602-49490-40313		SAMPLE TESTING	238.00		1.00	238.00
B022669							
00045330	RMB ENVIRONMENTAL LABORATORIES, INC	05/20/2026		102.00		Open	N
	PROJECT 99		DROBERTSON				06/01/2026
	602-49490-40313		SAMPLE TESTING	102.00		1.00	102.00
B022586							
00045333	RMB ENVIRONMENTAL LABORATORIES, INC	05/21/2026		188.00		Open	N
	ALL WEEKS COOLER 2		DROBERTSON				06/01/2026
	602-49490-40313		SAMPLE TESTING	188.00		1.00	188.00
B022525							
00045370	RMB ENVIRONMENTAL LABORATORIES, INC	05/26/2026		3,327.00		Open	N
	INFORMAL CHLORIDE TESTING		DROBERTSON				06/01/2026
	601-49440-40229		PROJECT MAINTENANCE	1,663.50		1.00	1,663.50
	602-49490-40229		PROJECT MAINTENANCE	1,663.50		1.00	1,663.50
B022673							
00045382	RMB ENVIRONMENTAL LABORATORIES, INC	05/27/2026		309.00		Open	N
	LOW LEVEL MERCURY		DROBERTSON				06/01/2026
	602-49490-40313		SAMPLE TESTING	309.00		1.00	309.00
B022722							
00045383	RMB ENVIRONMENTAL LABORATORIES, INC	05/27/2026		188.00		Open	N
	ALL WEEKS COOLER 2		DROBERTSON				06/01/2026
	602-49490-40313		SAMPLE TESTING	188.00		1.00	188.00
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							

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Agenda Item # 4D.

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 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				4,352.00	4,352.00		
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2760703 00045352	SOUTHERN GLAZERS OF MN MISC	05/22/2026 CBUSKEY		136.12	136.12	Open	N 05/22/2026
	609-49751-40206	FREIGHT		5.12		1.00	5.12
	609-49751-40254	MISCELLANEOUS MERCHANDISE		131.00		1.00	131.00
2760704 00045353	SOUTHERN GLAZERS OF MN WINE	05/22/2026 CBUSKEY		495.82	495.82	Open	N 05/22/2026
	609-49751-40206	FREIGHT		10.45		1.00	10.45
	609-49751-40253	WINE		485.37		1.00	485.37
27460702 00045354	SOUTHERN GLAZERS OF MN LIQUOR	05/22/2026 CBUSKEY		3,931.40	3,931.40	Open	N 05/22/2026
	609-49751-40206	FREIGHT		65.49		1.00	65.49
	609-49751-40251	LIQUOR		3,865.91		1.00	3,865.91
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				4,563.34	4,563.34		
Vendor 7007 - STERICYCLE, INC							
8014255000 00045375	STERICYCLE, INC SHRED EVENT	05/03/2026 DROBERTSON		1,902.60	1,902.60	Open	N 06/01/2026
	101-43210-40439	RECYCLING DAYS		1,902.60		1.00	1,902.60
Total Vendor 7007 - STERICYCLE, INC				1,902.60	1,902.60		
Vendor 7124 - SUN MECHANICAL INC							
7132 00045340	SUN MECHANICAL INC TEST AND RECERTIFY RPZS CITY HALL	05/06/2026 DROBERTSON		1,115.00	1,115.00	Open	N 06/01/2026
Total Vendor 7124 - SUN MECHANICAL INC				1,115.00	1,115.00		
Vendor 10831 - SUNBELT RENTALS, INC.							

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Invoice Number	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inv Ref #	GL Distribution	Entered By			Units	Quantity	Unit Price
Vendor 10831 - SUNBELT RENTALS, INC.							
183788819-0001							
00045331	SUNBELT RENTALS, INC.	05/18/2026		1,191.53	1,191.53	Open	N
	RENTAL EQUIPMENT		DROBERTSON				06/01/2026
	609-49750-40401		BUILDINGS MAINTENANCE	1,191.53		1.00	1,191.53
Total Vendor 10831 - SUNBELT RENTALS, INC.				<u>1,191.53</u>	<u>1,191.53</u>		
Vendor 863 - THE BERNICK COMPANIES							
104914012							
00045335	THE BERNICK COMPANIES	05/21/2026		995.60	995.60	Open	N
	BEER/NA		CBUSKEY				05/21/2026
	609-49751-40255		N/A PRODUCTS	58.00		1.00	58.00
	609-49751-40252		BEER	937.60		1.00	937.60
Total Vendor 863 - THE BERNICK COMPANIES				<u>995.60</u>	<u>995.60</u>		
Vendor 8383 - WSB & ASSOCIATES, INC							
R-028272-000 -							
00045317	WSB & ASSOCIATES, INC	05/20/2026		10,663.47	10,663.47	Open	N
	HWY 47 PRELIMINARY DESIGN-APRIL		DROBERTSON				06/01/2026
	405-43100-40810		HWY 47	10,663.47		1.00	10,663.47
R-031945-000 -							
00045376	WSB & ASSOCIATES, INC	05/26/2026		3,424.75	3,424.75	Open	N
	BRIDGE ST-AMBASSADOR BLVD TRAFFIC STUDY		DROBERTSON				06/01/2026
	405-43100-40813		2025 STREETS	3,424.75		1.00	3,424.75
Total Vendor 8383 - WSB & ASSOCIATES, INC				<u>14,088.22</u>	<u>14,088.22</u>		

# of Invoices:	57	# Due: 57	Totals:	135,071.97	135,071.97
# of Credit Memos:	4	# Due: 4	Totals:	(226.50)	(226.50)
Net of Invoices and Credit Memos:				134,845.47	134,845.47

--- TOTALS BY GL BANK ---

GNCKG 134,845.47

--- TOTALS BY GL DISTRIBUTIONS ---

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Agenda Item # 4D.

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
	101-00000-21707			1,115.34			
	101-41550-40311			9,212.88			
	101-41600-40304			2,460.00			
	101-41600-40312			5,300.00			
	101-42110-40308			50.00			
	101-42110-40321			200.00			
	101-42210-40321			200.00			
	101-43100-40200			64.54			
	101-43100-40218			3,587.92			
	101-43100-40321			200.00			
	101-43210-40439			2,358.60			
	101-45200-40200			64.54			
	101-45200-40229			5,625.00			
	101-45200-40311			1,209.00			
	101-45200-40321			200.00			
	101-45230-40311			7,500.00			
	405-43100-40441			3,255.93			
	405-43100-40810			10,663.47			
	405-43100-40813			3,424.75			
	601-49440-40200			64.54			
	601-49440-40229			1,663.50			
	601-49440-40233			1,080.00			
	601-49440-40259			3,300.52			
	601-49440-40321			200.00			
	602-49490-40200			64.54			
	602-49490-40229			1,663.50			
	602-49490-40313			1,025.00			
	602-49490-40321			200.00			
	609-49750-40401			1,191.53			
	609-49751-40206			372.94			
	609-49751-40251			18,555.43			
	609-49751-40252			31,496.83			
	609-49751-40253			3,779.72			
	609-49751-40254			1,013.08			
	609-49751-40255			755.40			
	609-49751-40256			6,528.97			
	609-49751-40257			2,103.00			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			39,347.82			39,347.82
	405 STREET IMPROVEMENT FUND			17,344.15			17,344.15
	601 WATER FUND			6,308.56			6,308.56
	602 SEWER FUND			2,953.04			2,953.04
	609 LIQUOR FUND			65,796.90			65,796.90
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			1,115.34			1,115.34
	41550 ASSESSING			9,212.88			9,212.88

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Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
	41600 LEGAL			7,760.00	7,760.00		
	42110 POLICE			250.00	250.00		
	42210 FIRE			200.00	200.00		
	43100 STREETS			21,196.61	21,196.61		
	43210 RECYCLING			2,358.60	2,358.60		
	45200 PARKS			7,098.54	7,098.54		
	45230 PIONEER DAYS			7,500.00	7,500.00		
	49440 WATER DEPT			6,308.56	6,308.56		
	49490 SEWER DEPT			2,953.04	2,953.04		
	49750 LIQUOR STORE			1,191.53	1,191.53		
	49751 MERCHANDISE PURCHASES			64,605.37	64,605.37		



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Craig Jochum, City Engineer
SUBJECT: Accepting Bids and Awarding Contract for the 2026 Street Rehabilitation Project and the Woodbine Street Extension Project
DATE: June 1, 2026

OVERVIEW:

Staff received bids for the 2026 Street Rehabilitation Project and the Woodbine Street Extension Project. The bids were opened on April 30, 2026 at 10:00 a.m. at the City Hall. A total of three bids were received. The bids were as follows:

<u>Contractor</u>	<u>Bid Amount</u>
North Valley, Inc.	\$960,989.33
Bituminous Roadways Inc.	\$1,069,608.85
Park Construction Company	\$1,125,337.09

The bid tabulation is included as Attachment 1. The engineers' estimate for this project was \$990,000. This project includes the improvements described as follows:

2026 Street Rehabilitation Project: This project will include street surface improvements on streets in two areas of the city. The first area includes the streets that are south of 229th Lane and west of Poppy Street including 227th Avenue, Silverod Street, Quay Street, 228th Avenue and Rose Court. Quay Street and 227th Avenue are on the City's Municipal State Aid system.

The second area includes streets that are north of Bridge Street, east of Ivywood Street, and west of Arrowhead Street including Eidelweiss Street, 232nd Lane, Dahli Street and the street segment of 231st Lane, Gladiola Street, and 233rd Lane.

This project will also include reconstructing the pedestrian ramps to current ADA standards and spot repair of concrete curbs and sidewalks.

Woodbine Street Extension Project: This project will include the construction of two new street segments north of Bridge Street. The first segment will include the extension of Woodbine Street from Bridge Street to 300 feet north of Bridge Street and the second segment will include 230th Lane from Woodbine Street to 250 feet west of Woodbine Street. These two streets will service as access to the City property that is in the northeast corner of Bridge Street and Ambassador Boulevard and the City property that is north of 230th Lane. The project will include providing the properties with sewer and water service.

ACTION TO BE CONSIDERED:

The attached resolution accepts the bids and awards the contract to North Valley, Inc. in the amount of \$960,989.33. Consideration to adopt Resolution 2026-19 Resolution Accepting Bids and Awarding Contract.

BUDGET IMPLICATION:

This project will be financed with Municipal State Aid Funds and Local Funds. These funds are available and appropriate for this project.

Attachments:

- Bid Tabulation
- Resolution 2026 -19

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

RESOLUTION NO. 2026-19

**A RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT
FOR THE 2026 STREET REHABILITATION PROJECT AND THE WOODBINE STREET
EXTENSION PROJECT**

WHEREAS, pursuant to an advertisement for bids for the 2026 Street Rehabilitation Project and the Woodbine Street Extension Project, bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

North Valley, Inc.	\$960,989.33
Bituminous Roadways Inc.	\$1,069,608.85
Park Construction Company	\$1,125,337.09

AND WHEREAS, it appears that North Valley, Inc. of Nowthen, Minnesota is the lowest responsible bidder:

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

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with North Valley, Inc. of Nowthen, Minnesota in the name of the City of St. Francis for the 2026 Street Rehabilitation Project and the Woodbine Street Extension Project, according to the plans and specifications therefore approved by the city council and on file in the office of the City Clerk.
2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the bid bond made with their bids, except that the bid bond of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 1ST DAY OF JUNE 2026.

ATTEST:

Jenni Wida, City Clerk

APPROVED:

Mark Vogel, Mayor



CITY COUNCIL AGENDA REPORT

TO: St. Francis Planning Commission

FROM: Beth Richmond, Planner

SUBJECT: Tower CUP and IUP

DATE: June 1, 2026

APPLICANT: Vertical Bridge (Alex Trueman)

LOCATION: Variolite St NW & Hill and Dale Dr NW (PID 33-34-25-21-0001)

COMP PLAN: Agriculture

ZONING: A-2 Rural Estate Agriculture District

OVERVIEW:

Vertical Bridge has requested a Conditional Use Permit (CUP) and an Interim Use Permit (IUP) to construct a new wireless service tower exceeding 75’ in height on the property southwest of Variolite St NW & Hill and Dale Drive NW (PID 33-34-25-21-0001). The site is currently used for agricultural purposes. A CUP and IUP were approved for a wireless service tower on this property in 2017. No tower was ever constructed, nor any approval documents recorded, and so these approvals are considered null and void.

The proposed project is intended to improve cellular capacity and coverage to the community to ensure a reliable connection that meets area demand.

This project proposes the construction of one 195’ monopole tower with up to three attached personal wireless service antennas located on the south side of the property. A 46’ by 58’ fenced area surrounding the tower will provide space for the necessary ground equipment associated with the tower. Access to the site will be provided via a 12-foot-wide gravel drive from Variolite St NW.

Code Section 10-67-03 regulates personal wireless service antennas. A CUP is required to install the proposed personal wireless service antennas on a new tower, as proposed in this application. In addition, an IUP is required for any new tower exceeding 75’ in height. The proposed new tower is 195’ in height, therefore, the applicant has applied for both a CUP and an IUP. The Zoning Code requires that new construction of a wireless service tower comply with the general standards for telecommunications towers (10-67-05) and the standards for personal wireless service antennas (10-67-03).

PLANNING COMMISSION REVIEW

The Planning Commission held a public hearing and reviewed the application at their meeting on May 20, 2026. Several written comments were received prior to and at the meeting – these were added to the Planning Commission packet as part of the official record. Additionally, several members of the public attended the meeting to voice their concerns with the proposed tower:

- A general feeling that the proposed tower is out of character with the rural aesthetic of the area, particularly related to the visual impact of the tower on neighboring properties.
- Concerns that the proposed tower would lead to a decrease in property values for surrounding properties.
- Potential impacts to wildlife.
- Several community members felt that there are other properties in the general area that are located in less populated areas that would be better suited to siting a tower. The applicant explained that potential tower sites, like the one proposed, are chosen based on specifications from Verizon’s radio frequency engineers, buildable land requirements from the FAA and environmental regulations, and landowners willing to lease land.
- Concerns about the tower’s radiofrequency emissions and their impacts on health. The applicant specified that the tower will comply with all FCC guidelines, which strictly regulate these emissions. Staff noted that, according to federal law, if a tower complies with FCC guidelines, local governments are not allowed to deny necessary permits based on health or environmental concerns about radiofrequency emissions.

After the public hearing, the Planning Commission discussed the application. Commissioners clarified that the tower would be unlit and that it would be a monopole construction without guy wires. Based on the analysis provided, Commissioners felt that a tower in the area was justified to serve the increased capacity need in the area. After discussion, Commissioners unanimously recommended approval of the CUP and IUP.

ACTION TO BE CONSIDERED:

Based on the Planning Commission’s and Staff’s recommendation for approval of the CUP and IUP, a draft approval Resolution, CUP, and IUP have been drafted for Council review.

Suggested Motion:

1. Move to approve Resolution 2026-20 approving the Conditional Use Permit and Interim Use Permit for a new wireless service tower with conditions and findings of fact as presented.

ATTACHMENTS

- Draft Approval Documents
 - Resolution 2026-20
 - Conditional Use Permit
 - Interim Use Permit
- Planning Commission Memo dated May 13, 2026

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

RESOLUTION 2026-20

**A RESOLUTION APPROVING A CONDITIONAL AND INTERIM USE PERMIT TO
ALLOW A PERSONAL WIRELESS FACILITY AND TOWER EXCEEDING 75 FEET
IN HEIGHT**

WHEREAS, the applicant, Alex Trueman, of Vertical Bridge, has requested a Conditional Use Permit and Interim Use Permit to allow the construction of a new 195’ tall personal wireless service tower and antenna on the 26.7-acre property located on the southwest corner of Variolite St NW and Hill and Dale Dr NW with PID 33-34-25-21-0001; and

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

WHEREAS, the property is zoned A-2 Rural Estate Agriculture District where telecommunication towers and personal wireless service facilities are permitted with standards; and

WHEREAS, the City’s personal wireless service antenna ordinance requires a Conditional Use permit for new personal wireless service towers and allows for towers in certain districts, including the A-2 District, to exceed 75 feet in height through an Interim Use Permit; and

WHEREAS, on May 20, 2026, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on May 20, 2026, the Planning Commission considered the applicant’s submissions, the contents of the staff report, public testimony, and other evidence available to the Commission and unanimously recommended approval of the requested Conditional Use Permit and Interim Use Permit; and

WHEREAS, the City Council of the City of St. Francis, on June 1, 2026, considered the requested Conditional Use Permit and Interim Use Permit, the recommendations of Staff and the Planning Commission, the applicant’s submissions, the contents of the staff report, public testimony, and other evidence available to the Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested Conditional Use Permit and Interim Use Permit for a new, 195’ tall tower on the 26.7-acre property on the southwest corner of Variolite St NW and Hill and Dale Dr NW (PID 33-34-25-21-0001) based on the following findings of fact:

1. The proposed CUP is consistent with the City's 2040 Comprehensive Plan and is compatible with present and future land uses of the area. Telecommunication towers and personal wireless service facilities are permitted with standards in the A-2 district.
2. With conditions, the proposed use conforms with all performance standards contained in the City's Zoning Ordinance.
3. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity. The proposed design includes an on-site generator to reduce any impact to City service.
4. Traffic generation by the proposed use is within capabilities of streets serving the property. Following construction, traffic to the site is anticipated to include routine maintenance and repairs which would be fairly minimal.
5. The date/event that will terminate use has been identified with certainty as the termination of the lease agreement or obsolescence of the equipment.
6. The proposed use is not understood to impose any additional unreasonable costs to the public.

BE IT FURTHER RESOLVED that approval of the Conditional Use Permit and Interim Use Permit for a new, 195' tall tower on the 26.7-acre property on the southwest corner of Variolite St NW and Hill and Dale Dr NW (PID 33-34-25-21-0001) shall be subject to the following conditions:

1. Resolution 2017-47 is hereby repealed and replaced by this resolution.
2. All obsolete and unused towers, antennas and equipment shall be removed by the property owner within 12 months of cessation of operation at the site.
3. The tower and antenna shall be constructed in compliance with all City building and electrical code requirements and as applicable shall require related permits.
4. Structural design, mounting and installation of the tower and antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.
5. Written authorization for antenna erection shall be provided by the property owner.
6. No advertising message shall be affixed to the antenna structure or tower.
7. When applicable, proposals to erect new antennas shall be accompanied by any required Federal, State, or local agency licenses or permits.
8. The proposed tower shall be painted a non-contrasting color consistent with the surrounding area such as blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.
9. Applicant shall provide a letter of intent committing the tower owner and their successors to allow the shared use of the tower if an additional use agrees in writing to meet reasonable terms and conditions for shared use.
10. Applicant shall provide a copy of the relevant portions of a signed lease which requires the applicant to remove the tower and associated facilities when they are abandoned, unused, or become hazardous.

11. Applicant shall confirm the easement width granted for the access road and update all plans accordingly. Sheet A-1 identifies a 30' easement width while the survey identifies a 20' easement.
12. Applicant shall modify the driveway design to prevent gravel from being deposited into the City street. Please depict proposed grading such that the stormwater is conveyed in a drainage swale adjacent to the driveway (as opposed to conveying stormwater within the gravel driveway).
13. Fencing shall be allowed around the lease area as shown on the plans, with a 6' chain link fence topped by 1' of barbed wire.
14. Landscaping shall be added around the south side of the lease area to screen the tower and its associated equipment from the property to the south.
15. A gravel parking area shall be provided on the site to accommodate visits to the tower for maintenance and routine inspections. This area shall be identified on the plans.
16. All fees and financial obligations shall be received by the City prior to the releasing of the approval documents for recording.
17. Use shall terminate upon the termination of the lease agreement or obsolescence of the equipment on site.

Approved and adopted by the City Council of the City of St. Francis on the 1st day of June, 2026.

Mark Vogel, Mayor

Attest: Jennifer Wida, City Clerk

This Instrument Drafted By:
HKGi
800 Washington Ave N, Suite 207
Minneapolis, MN 55401
(612) 338-0800

EXHIBIT A

Legal Description

The Northeast Quarter of the Northwest Quarter of Section 33, Township 34, Range 25, except the West 334.60 feet thereof, Anoka County, Minnesota

PARCEL ID: 33-34-25-21-0001

This being the same property conveyed to Jesse J. Jones and Heidi E. Elsner-Jones, husband and wife as Joint Tenants, in a deed from Raymond H. Jones, as Trustees of the Raymond H. Jones Revocable Living Trust under agreement dated August 15th, 2012, dated 11/21/2019 and recorded 12/2/2019 as Instrument No. 2244253.003.

(Reserved for Recording Data)

CITY OF ST. FRANCIS
ANOKA COUNTY, MINNESOTA

**CONDITIONAL USE PERMIT FOR A PERSONAL WIRELESS SERVICE TOWER AT
THE 26.7-ACRE PROPERTY ON THE SOUTHWEST CORNER OF VARIOLITE ST
NW AND HILL AND DALE DR NW (PID 33-34-25-21-0001)**

1. **PERMIT.** Subject to the terms and conditions set forth herein, the CITY OF ST. FRANCIS hereby grants a Conditional Use Permit to allow the following use: a new, personal wireless service facility tower.
2. **PROPERTY.** This Conditional Use Permit is for the property legally described in Exhibit A.
3. **CONDITIONS.** This Conditional Use Permit is issued subject to construction in accordance with the approved plans submitted with the application and the following conditions:
 1. All obsolete and unused towers, antennas and equipment shall be removed by the property owner within 12 months of cessation of operation at the site.
 2. The tower and antenna shall be constructed in compliance with all City building and electrical code requirements and as applicable shall require related permits.
 3. Structural design, mounting and installation of the tower and antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.

- 4. No advertising message shall be affixed to the antenna structure or tower.
- 5. The proposed tower shall be painted a non-contrasting color consistent with the surrounding area such as blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.
- 6. Fencing shall be allowed around the lease area as shown on the plans, with a 6’ chain link fence topped by 1’ of barbed wire.
- 7. Landscaping shall be added around the south side of the lease area to screen the tower and its associated equipment from the property to the south.
- 8. A gravel parking area shall be provided on the site to accommodate visits to the tower for maintenance and routine inspections.

- 4. **TERMINATION OF PERMIT.** The City may revoke the permit following a public hearing for violation of the terms of this permit.
- 5. **LAPSE.** If within one (1) year of the issuance of this Conditional Use Permit the allowed construction has not been completed and the CUP recorded, this permit shall lapse.
- 6. **CRIMINAL PENALTY.** Both the owner and any occupant of the subject property are responsible for compliance with this Conditional Use Permit. Violation of the terms of this Conditional Use Permit is a criminal misdemeanor.
- 7. **RECORDING.** This Conditional Use Permit shall be recorded by the City against the title to the Property.

Dated: June 1, 2026

CITY OF ST. FRANCIS

BY: _____

Mark Vogel, Mayor

(SEAL)

AND _____

Kate Thunstrom, City Administrator

STATE OF MINNESOTA)

: ss

COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 1st day of June, 2026, by **Mark Vogel**, Mayor, and by **Kate Thunstrom**, City Administrator, of the **CITY OF ST. FRANCIS**, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

Notary Public

[Notary Seal]

This Instrument Drafted By:
Hoisington Koegler Group, Inc.
800 N Washington Ave, Suite 207
Minneapolis, MN 55401
(612) 338-0800

EXHIBIT A

Legal Description

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PARCEL ID: 33-34-25-21-0001

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(Reserved for Recording Data)

CITY OF ST. FRANCIS
ANOKA COUNTY, MINNESOTA

**INTERIM USE PERMIT FOR A TOWER EXCEEDING 75' IN HEIGHT AT THE 26.7-
ACRE PROPERTY ON THE SOUTHWEST CORNER OF VARIOLITE ST NW AND
HILL AND DALE DR NW (PID 33-34-25-21-0001)**

1. **PERMIT.** Subject to the terms and conditions set forth herein, the CITY OF ST. FRANCIS hereby grants an Interim Use Permit to allow a 195'-foot-tall personal wireless service tower at the southwest corner of Variolite St NW and Hill and Dale Dr NW.
2. **PROPERTY.** This Interim Use Permit is for the property legally described in Exhibit A.
3. **CONDITIONS.** This Interim Use Permit is issued subject to construction in accordance with the approved plans submitted with the application and the following conditions:
 1. The tower and antenna shall be constructed in compliance with all City building and electrical code requirements and as applicable shall require related permits.
 2. Structural design, mounting and installation of the tower and antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.
 3. The proposed tower shall be painted a non-contrasting color consistent with the surrounding area such as blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.
4. **TERMINATION OF PERMIT.** The City may revoke the permit following a public hearing for violation for the terms of this permit.

- 5. **LAPSE.** The Interim Use Permit shall lapse upon the termination of the lease agreement or obsolescence of the equipment on site.
- 6. **CRIMINAL PENALTY.** Both the owner and any occupant of the subject property are responsible for compliance with this Interim Use Permit. Violation of the terms of this Interim Use Permit is a criminal misdemeanor.
- 7. **RECORDING.** This Interim Use Permit shall be recorded against the title to the Property.

Dated: June 1, 2026

CITY OF ST. FRANCIS

BY: _____

Mark Vogel, Mayor

(SEAL)

AND _____

Kate Thunstrom, City Administrator

STATE OF MINNESOTA)

: ss

COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 1st day of June, 2026, by **Mark Vogel**, Mayor, and by **Kate Thunstrom**, City Administrator, of the **CITY OF ST. FRANCIS**, a

Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

Notary Public

[Notary Seal]

This Instrument Drafted By:
Hoisington Koegler Group, Inc.
800 Washington Ave N, Suite 207
Minneapolis, MN 55401

EXHIBIT A

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**PLANNING COMMISSION
AGENDA REPORT**

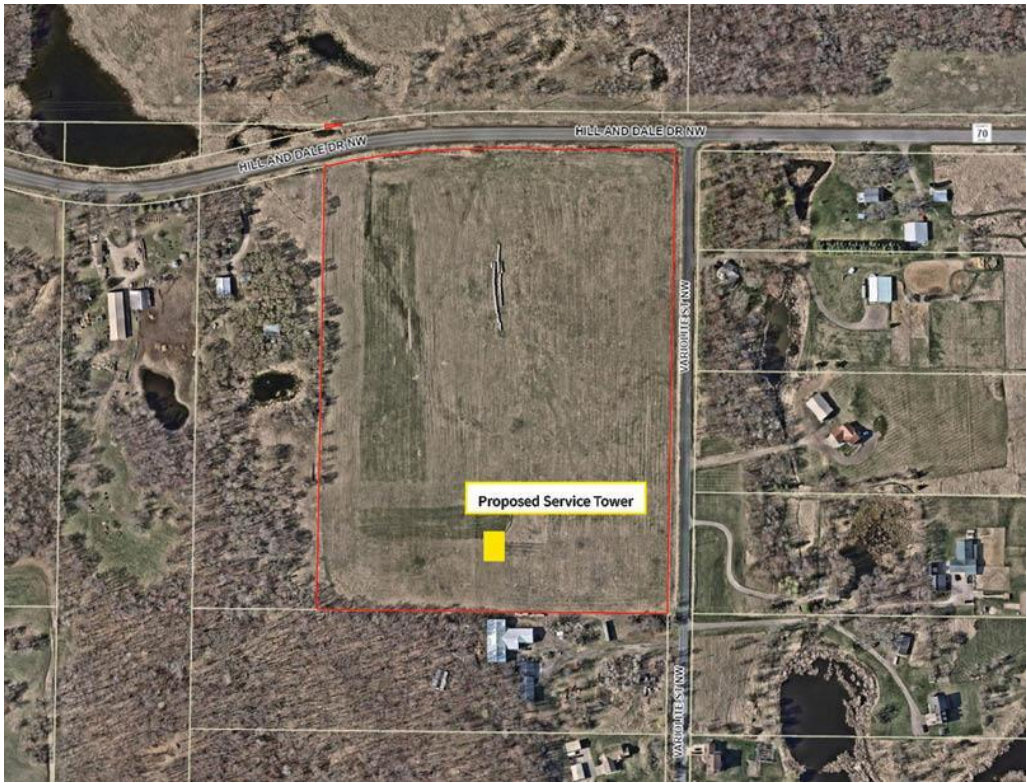
TO:	St. Francis Planning Commission
FROM:	Beth Richmond and Ryan Kadet, Planners
SUBJECT:	Tower CUP & IUP
DATE:	05-13-2026 for 05-20-2026 meeting
APPLICANT:	Vertical Bridge (Alex Trueman)
LOCATION:	Variolite St NW & Hill and Dale Drive NW (PID 33-34-25-21-0001)
COMP PLAN:	Agriculture
ZONING:	A-2: Rural Estate-Agriculture

OVERVIEW:

Vertical Bridge has requested a Conditional Use Permit (CUP) and an Interim Use Permit (IUP) to construct a new wireless service tower exceeding 75’ in height on the property southwest of Variolite St NW & Hill and Dale Drive NW (PID 33-34-25-21-0001). The site is currently used for agricultural purposes. A CUP and IUP were approved for a wireless service tower on this property in 2017. No tower was ever constructed, nor any approval documents recorded, and so these approvals are considered null and void.

This project proposes the construction of one 195’ monopole tower with three attached personal wireless service antennas located on the south side of the property. The applicant is also proposing ground equipment, a security fence, landscape screening, and a gravel access drive connecting the site to Variolite St NW. The applicant proposes a total of 8,712 square feet (0.2 acres) of land disturbance.

The zoning code requires a CUP for the construction of a personal wireless service antenna and compliance with the standards for antennas not located upon a public structure or existing tower. In addition, any towers exceeding a height of 75’ must obtain approval of an IUP. New construction of a wireless service tower must also meet the general standards for telecommunication towers (Code Section 10-67-05(A)).



REVIEW PROCEDURE:

60-Day Land Use Application Review Process

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason for the extension and specifying how much additional time is needed. The deadline for the land use request is June 30, 2026.

Public Hearing

City Code Section 10-31-03 requires that a public hearing for review of the land use requests be held by the Planning Commission. The public hearing notice was published in the Anoka County Union Herald on May 5, 2026 and posted on the City Hall bulletin board on May 5, 2026. The public hearing notice was mailed to all affected property owners located within 350 feet of the subject property on May 5, 2026.

Anoka County

Anoka County was informed of the application and responded that they did not have any comments to share.

ANALYSIS

Proposed Site Changes

The proposed project is intended to improve cellular capacity and coverage to the community to ensure reliable connection that meets area demand. The project seeks to maintain cellular

connectivity and ensure reliable emergency services responses in the community. The applicant has provided a coverage/interference analysis and capacity analysis which demonstrates the need for the facility in the proposed location.

The applicant proposes the following improvements on the site:

- Installation of a 195' tall monopole wireless service tower with three service antennas.
- Development of a 46' by 58' area surrounding the tower including necessary equipment, space for additional equipment in the future, a security fence, and landscape screening on the north and east sides.
- A 12' wide gravel drive providing access to the site from Variolite St NW.

Code Section 10-67-03 regulates personal wireless service antennas. A CUP is required to install the proposed personal wireless service antennas on a new tower, as proposed in this application. In addition, an IUP is required for any new tower exceeding 75' in height. The proposed new tower is 195' in height, therefore, the applicant has applied for both a CUP and an IUP. The Zoning Code requires that new construction of a wireless service tower comply with the general standards for telecommunications towers (10-67-05) and the standards for personal wireless service antennas (10-67-03).

Land Use

The site is currently vacant and used for agriculture purposes. The site is guided for Agriculture use by the 2040 Comprehensive Plan and is zoned A-2 Rural Estate-Agriculture District. It is adjacent to rural residential properties to the west, south, and across Variolite St NW to the east, and an industrial district to the north across Hill and Dale Dr NW. Within the A-2 District, personal wireless service facilities and telecommunication towers are permitted with standards.

Use-Specific Standards

Code Section 10-67-05(A) lists the following general standards for telecommunication structures and towers along with Staff's comments:

1. All obsolete and unused antennas shall be removed by the property owner within 12 months of cessation of operation at the site.
This requirement is included as suggested condition of approval.
2. All antennas shall be in compliance with all City building and electrical code requirements and as applicable shall require related permits.
This requirement is included as suggested condition of approval.
3. Structural design, mounting and installation of the antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.
This requirement is included as suggested condition of approval.
4. When applicable, written authorization for antenna erection shall be provided by the property owner.
This requirement is included as suggested condition of approval.

5. No advertising message shall be affixed to the antenna structure or tower.
The plans that were submitted as part of the application do not include any advertising message. This language is included as a suggested condition of approval.
6. The height of the antenna shall be the minimum necessary to function satisfactorily, as verified by an engineer or other qualified professional.
The applicant has provided an alternate height analysis demonstrating that the 195' tower height will provide the desired capacity offload, while a 75' tower (as allowed by Code) would not.
7. Antennas shall not be artificially illuminated unless required by law or by a governmental agency to protect the public's health and safety.
Lighting is not proposed to be installed on the proposed tower.
8. When applicable, proposals to erect new antennas shall be accompanied by any required Federal, State, or local agency licenses or permits.
This requirement is included as suggested condition of approval.
9. If a new tower is to be constructed, it shall be designed structurally, electrically, and in all respects, to accommodate both the applicant's antennas and comparable antennas for at least one additional use, including, but not limited to, other cellular communication companies, local police, fire and ambulance companies. Towers shall be designed to allow for future rearrangement of antennas upon the tower and to accept antennas mounted at varying heights.
The proposed tower has been designed to house one carrier's equipment with room for two additional lease areas and antennas for carriers to collocate in the future.
10. Towers under 200 feet in height shall be painted a non-contrasting color consistent with the surrounding area such as: blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.
At this time, the applicant has not provided information regarding the color of the proposed tower.
11. Documentation or studies utilized to determine the necessary location and height of the antenna shall be provided.
The applicant has provided a design analysis and alternate height analysis justifying the selection of the site and height of the tower and antenna.
12. In addition to the information required elsewhere in this Ordinance, development applications for towers, excluding amateur radio towers, shall include the following supplemental information:
 - a. A letter of intent committing the tower owner and their successors to allow the shared use of the tower if an additional use agrees in writing to meet reasonable terms and conditions for shared use.

- b. A copy of the relevant portions of a signed lease which requires the applicant to remove the tower and associated facilities when they are abandoned, unused or become hazardous shall be submitted to the City.

This requirement is included as suggested condition of approval.

Tower Height

The tower is proposed to be 195’ tall, therefore, the applicant has applied for the necessary interim use permit (IUP) to allow for the tower to exceed 75’ in height.

Towers taller than 75’ must be set back from the nearest residential property line no less than the height of the antenna. This setback may be reduced if a qualified engineer specifies that collapse of the tower will occur within a lesser distance. The applicant has provided a letter from a qualified engineer that any collapse of the tower will occur within a maximum 100’ radius. The nearest adjacent residential property line is almost 108’ from the base of the tower, meeting the exception requirement.

Access

Access to the lease area from Variolite St NW is proposed to be provided via a 12’ gravel drive located within a 20’ wide access and utility easement along the southern property line. Rural gravel driveways must be a minimum of 10’ in width with a 3’ side yard adjacent to residential property lines. The easement and proposed drive widths provide the space necessary for the 3’ setback requirement.

Telecommunication towers require a minimum of one parking space per employee on the maximum work shift. The applicant should provide information on the number of employees anticipated to be working on-site at a time and identify the location, design, and material of the necessary parking spaces. While the City typically requires parking spaces to be paved with curb and gutter, parking lots serving non-residential uses in the Rural Service Area may allow for different surfacing and design requirements with approval of an IUP. In reviewing this request, Commissioners should consider dust management, stormwater runoff, proximity of site to sensitive environmental areas and residential districts, size of parking lot, and anticipated traffic.

Fencing

Fencing for non-agricultural purposes in the A-2 district is limited to 6 feet in height. Wireless service towers are required to install security fencing with a maximum opacity of 50% around the tower and its support structure(s). This fencing may be up to 8 feet in height at the City’s discretion. The applicant has proposed a 6’ security fence with one foot of barbed wire on the top (for a total of 7’) around the perimeter of the lease area. Planning Commission should determine if the proposed fence is acceptable or if revisions are needed.

Landscaping

In addition to the tower, the lease area will house necessary equipment for Verizon on the north side behind the tower, with two spaces available within the lease area for additional future service equipment on the west and east sides of the tower.

Code requires that mechanical equipment for the tower be screened from view by landscaping where appropriate. The applicant is proposing to plant 25 black hills spruce trees along the north and east sides of the lease area. Due to the location of the residential dwelling on the adjacent property to the south, Staff recommends adding landscaping along the south side of the lease area as well.

STAFF RECOMMENDATIONS:

Staff recommends that the Planning Commission recommend approval of a resolution granting a CUP and IUP to allow for the development of a new wireless service tower exceeding 75' in height.

Suggested Findings of Fact

1. The proposed CUP is consistent with the City's 2040 Comprehensive Plan and is compatible with present and future land uses of the area. Telecommunication towers and personal wireless service facilities are permitted with standards in the A-2 district.
2. With conditions, the proposed use conforms with all performance standards contained in the City's Zoning Ordinance.
3. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity. The proposed design includes an on-site generator to reduce any impact to City service.
4. Traffic generation by the proposed use is within capabilities of streets serving the property. Following construction, traffic to the site is anticipated to include routine maintenance and repairs which would be fairly minimal.
5. The date/event that will terminate use has been identified with certainty as the termination of the lease agreement or obsolescence of the equipment.
6. The proposed use is not understood to impose any additional unreasonable costs to the public.

Suggested Conditions of Approval

1. All obsolete and unused towers, antennas and equipment shall be removed by the property owner within 12 months of cessation of operation at the site.
2. The tower and antenna shall be constructed in compliance with all City building and electrical code requirements and as applicable shall require related permits.
3. Structural design, mounting and installation of the tower and antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.
4. Written authorization for antenna erection shall be provided by the property owner.
5. No advertising message shall be affixed to the antenna structure or tower.
6. When applicable, proposals to erect new antennas shall be accompanied by any required Federal, State, or local agency licenses or permits.
7. The proposed tower shall be painted a non-contrasting color consistent with the surrounding area such as blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.

8. Applicant shall provide a letter of intent committing the tower owner and their successors to allow the shared use of the tower if an additional use agrees in writing to meet reasonable terms and conditions for shared use.
9. Applicant shall provide a copy of the relevant portions of a signed lease which requires the applicant to remove the tower and associated facilities when they are abandoned, unused, or become hazardous.
10. Applicant shall confirm the easement width granted for the access road and update all plans accordingly. Sheet A-1 identifies a 30' easement width while the survey identifies a 20' easement.
11. Landscaping shall be added around the south side of the lease area to screen the tower and its associated equipment from the property to the south.
12. The applicant shall provide information on the number of employees anticipated to be working on-site at a time and identify the location, design, and material of the necessary parking spaces in accordance with Code requirements.
13. All fees and financial obligations shall be received by the City prior to the releasing of the approval documents for recording.
14. Use shall terminate upon the termination of the lease agreement or obsolescence of the equipment on site.
15. Other conditions identified during the review process by Staff, the Planning Commission, or the City Council

PLANNING COMMISSION ACTIONS

The Planning Commission is requested to hold the public hearing for the CUP and IUP request. After the public hearing and discussion, the Planning Commission could take one of the following actions:

1. Recommend approval with the conditions and findings of fact as presented by Staff:
 - a. Suggested motion:
 - i. Recommend approval of the Conditional Use Permit and Interim Use Permit for the wireless service tower with conditions and findings of fact as presented by Staff.
2. Recommend denial with Planning Commissioners' findings of fact.
3. Table the request to the next Planning Commission meeting and provide direction to Staff and the applicant as to the additional information needed.

ATTACHMENTS

- Applicant Submittals
- 2017 Approval Resolution 2017-47

PREPARED FOR:

THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

DESIGN 1
9673 VALLEY VIEW RD.
EKEN PRAIRIE, MN 55244
(952) 935-9299
WWW.DESIGN1EP.COM

PROJECT
US-MN-5847
FUZE ID: 17642203

US-MN-5847
SPRING HILL

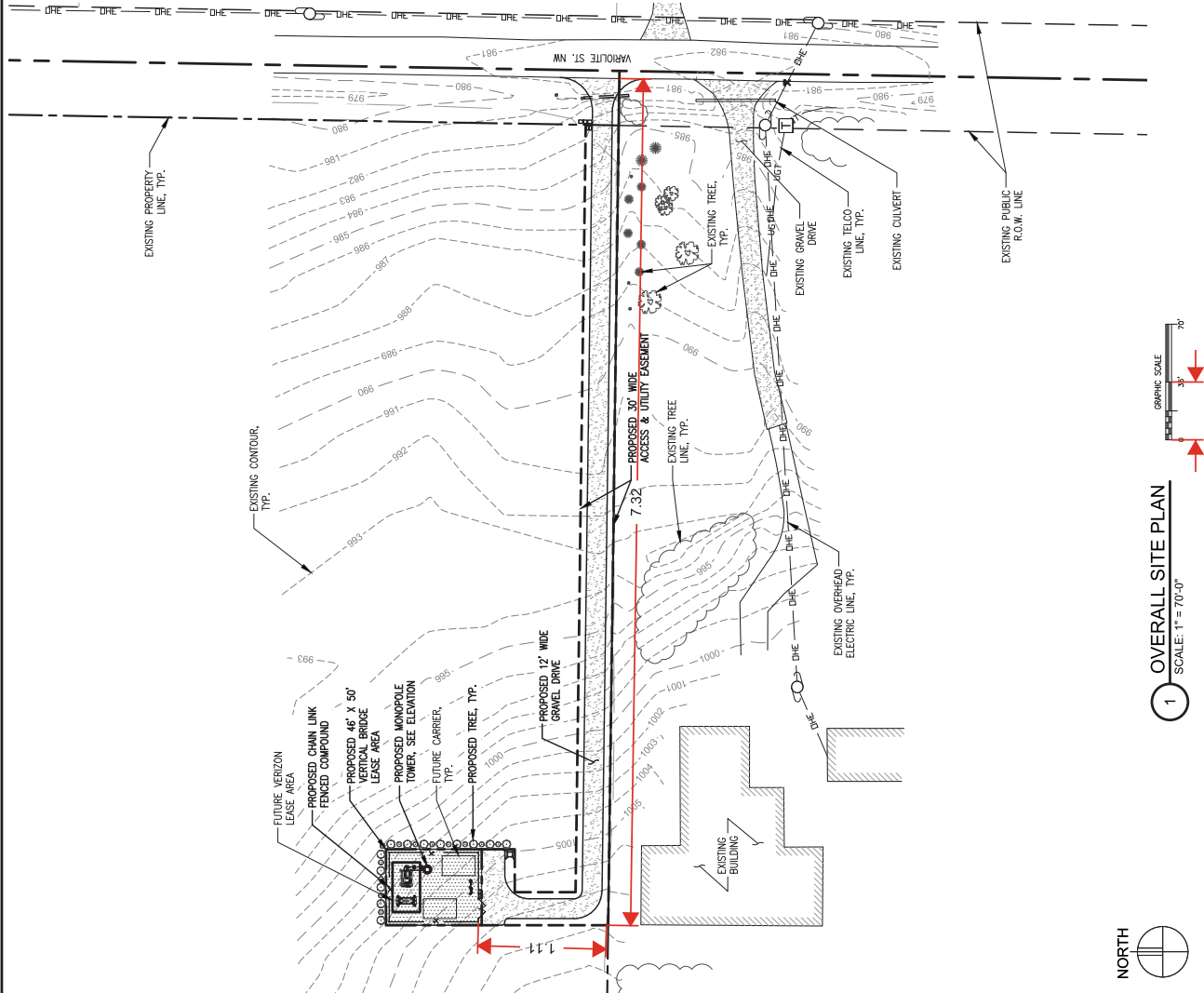
VARIOLITE ST NW
ST. FRANCIS, MN 55530

SHEET CONTENTS:
OVERALL SITE PLAN
TOWER ELEVATION

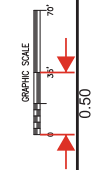
DRAWN BY: TJS
CHECKED BY: SJD
REV. A
01/20/28

Agenda Item # 9B.

A-1

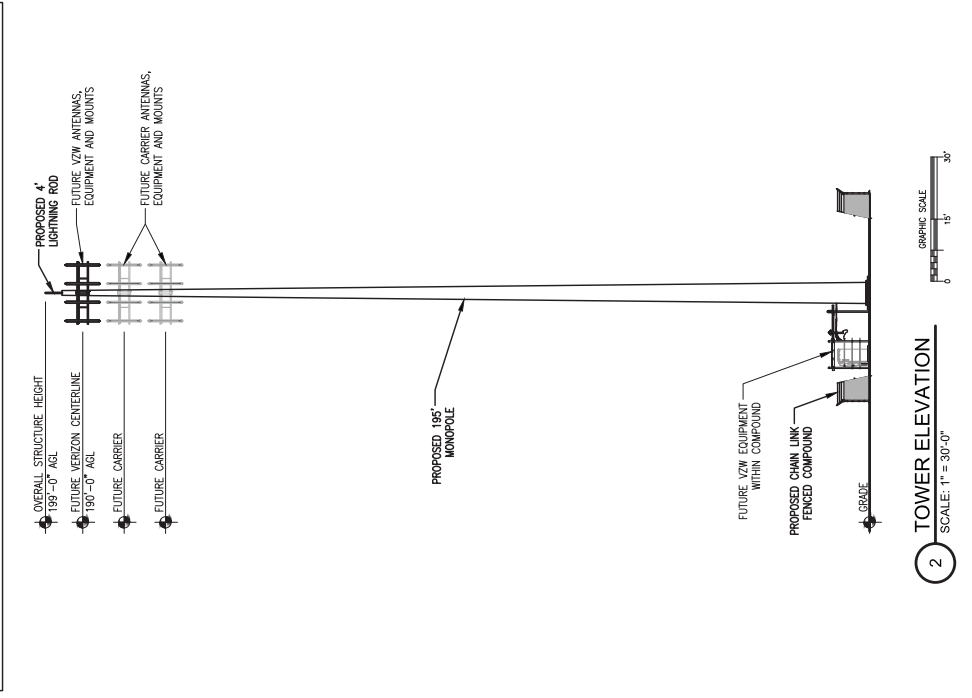


1 OVERALL SITE PLAN
SCALE: 1" = 70'-0"

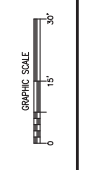


NOTES:

1. THESE DRAWINGS DO NOT CONSTITUTE A WARRANTY, EXPRESSED OR IMPLIED, OF THE ACCURACY OF THE STRUCTURAL ANALYSES AND THE PERFORMANCE OF THE COMPLETED CONSTRUCTION AS SHOWN ON THESE DOCUMENTS AND THE STRUCTURAL ANALYSES.
2. NO STRUCTURAL ANALYSIS FOR THE TOWER OR FOUNDATION HAVE BEEN PERFORMED AS PART OF THESE DRAWINGS. THE STRUCTURAL ANALYSIS FOR THE TOWER AND FOUNDATION ARE BY THE TOWER SUPPLIER AND SHALL BE DESIGNED BY A PROFESSIONAL ENGINEER LICENSED IN THE STATE OF THE PROJECT.
3. PLEASE COORDINATE ANY STRUCTURAL CONCERNS MATTERS OR ANY LOADING MODIFICATIONS TO THE CONSULTANT WHO AUTHORED THE ANALYSIS AND NOTIFY DESIGN 1 IMMEDIATELY OF THE ISSUE.
4. TOWER FOUNDATION AND THE ACCESS DRIVE TO BE EXCAVATED AND CONSTRUCTED IN ACCORDANCE WITH RECOMMENDATIONS AND SPECIFICATIONS OF THE GEOTECHNICAL REPORT WHICH IS NOT INCLUDED IN THIS PACKAGE. DISCREPANCIES BETWEEN THE REPORT AND THE OTHER DOCUMENTS TO BE IMMEDIATELY REPORTED TO THE DESIGNER.
5. TOWER TO BE ERRECTED AND INSTALLED IN ACCORDANCE WITH TOWER MANUFACTURER'S DRAWINGS NOT INCLUDED WITH THIS PACKAGE. DISCREPANCIES BETWEEN TOWER DRAWINGS AND DESIGNER DRAWINGS TO BE REPORTED TO THE DESIGNER IMMEDIATELY.
6. CONTRACTOR TO ENSURE TIP OF ANTENNAS DO NOT EXCEED TOWER HEIGHT.
7. ELEVATION IS SHOWN FOR GENERAL DIAGRAMMATIC PURPOSES ONLY, DO NOT SCALE.



2 TOWER ELEVATION
SCALE: 1" = 30'-0"



PREPARED FOR:

verticalbridge
THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

NOT FOR
CONSTRUCTION

DESIGN 1
9873 VALLEY VIEW RD.
EDEN PRAIRIE, MN 55344
(952) 935-5200
WWW.DESIGN1EP.COM

PROJECT
US-MN-5847
FUZE ID: 17642203

US-MN-5847
SPRING HILL

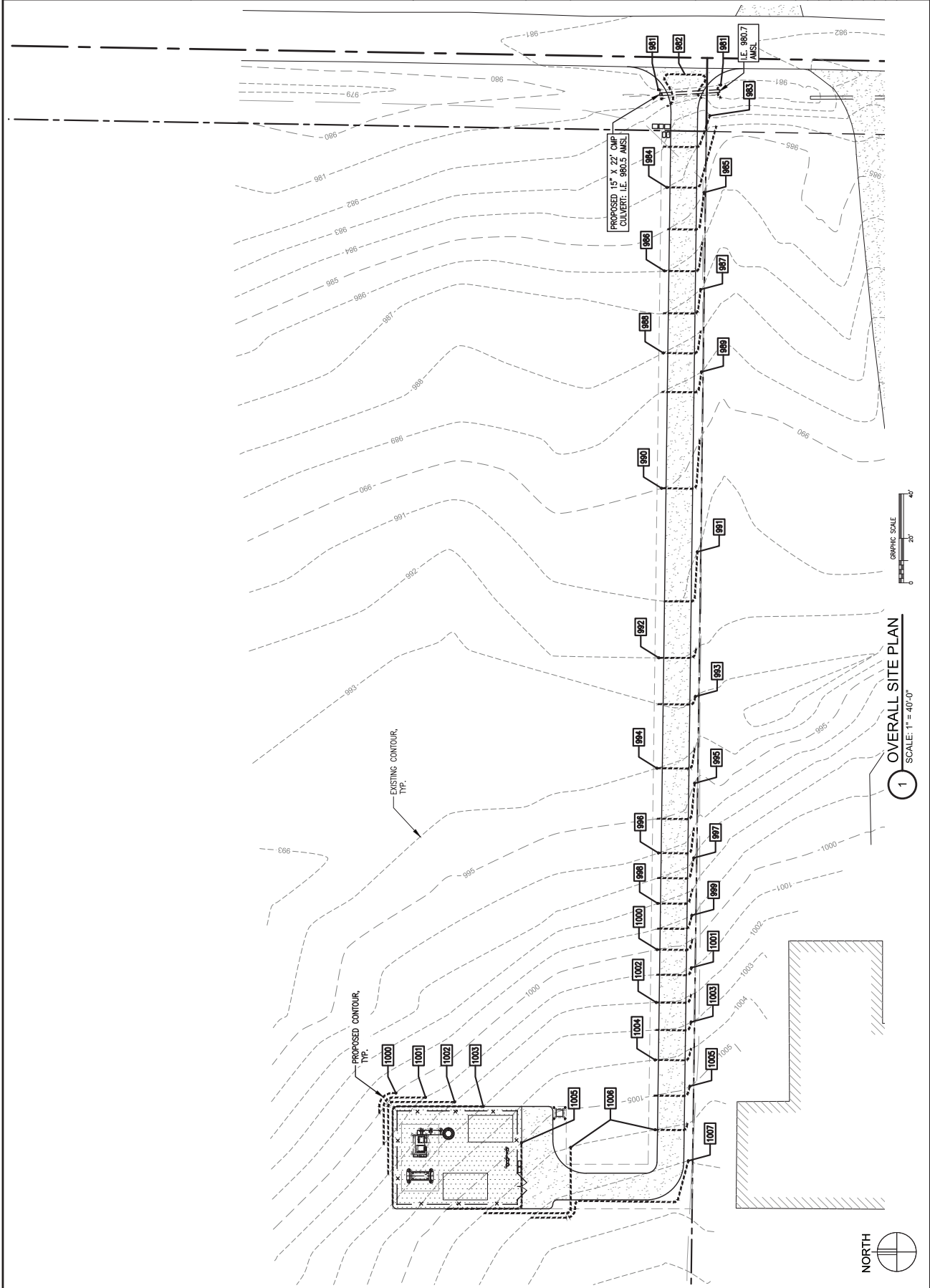
VARIOLITE ST NW
ST. FRANCIS, MN 55530

SHEET CONTENTS:
SITE GRADING PLAN

DRAWN BY: TJS
CHECKED BY: SJD
REV A: 01/20/28

Agenda Item # 9B.

A-1.



PREPARED FOR:

SEE SHEET G-1 FOR ADDITIONAL NOTES

vertical bridge
THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

NOT FOR
CONSTRUCTION

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FUZE ID: 17642203

US-MN-5847
SPRING HILL

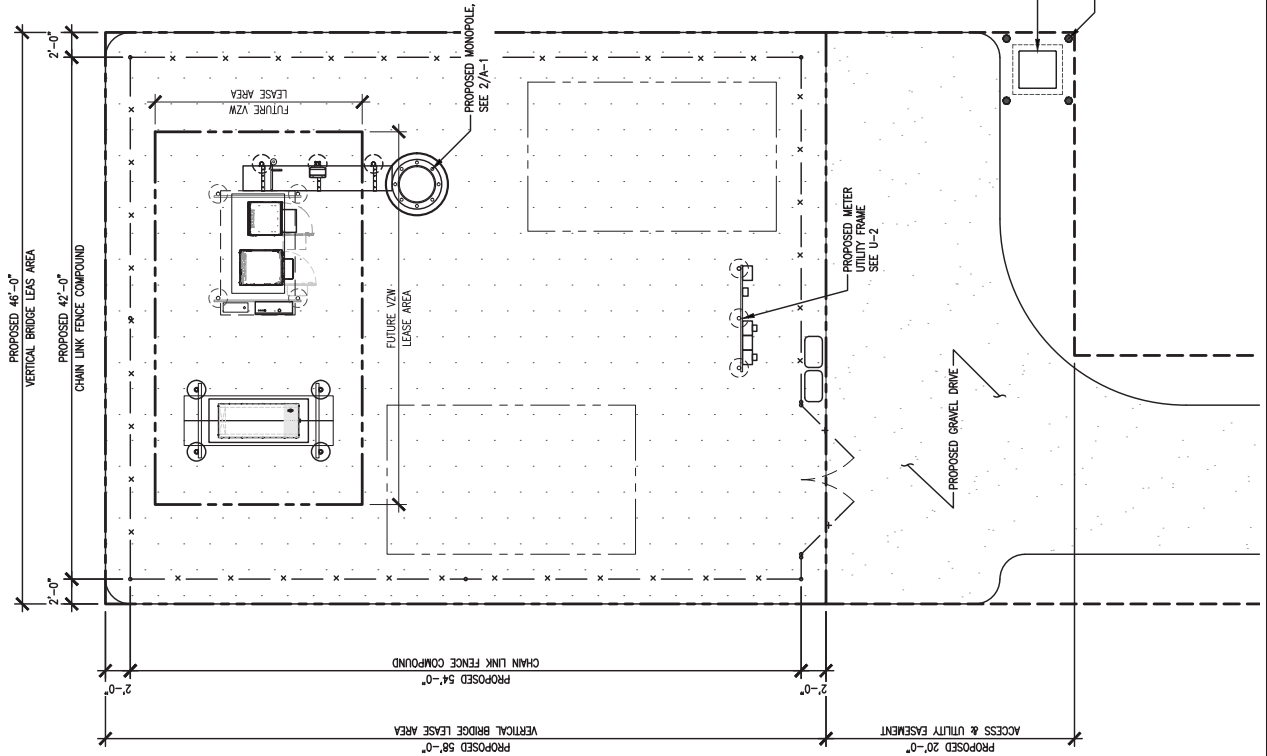
VARIOLITE ST NW
ST. FRANCIS, MN 55330

SHEET CONTENTS:
ENLARGED SITE PLAN

TLS
DRAWN BY:
SJD
CHECKED BY:
REV. A
01-20-28

Agenda Item # 9B.

A-2



1 ENLARGED SITE PLAN
SCALE: 1" = 10'-0"

PREPARED FOR:

THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444



NOT FOR CONSTRUCTION



9873 VALLEY VIEW RD.
EDEN PRAIRIE, MN 55344
(952) 935-5298
WWW.DESIGN1EP.COM

PROJECT
US-MN-5847
FUZE ID: 17642203

US-MN-5847
SPRING HILL

VARIOLITE ST NW
ST. FRANCIS, MN 55530

SHEET CONTENTS:
LANDSCAPING PLAN

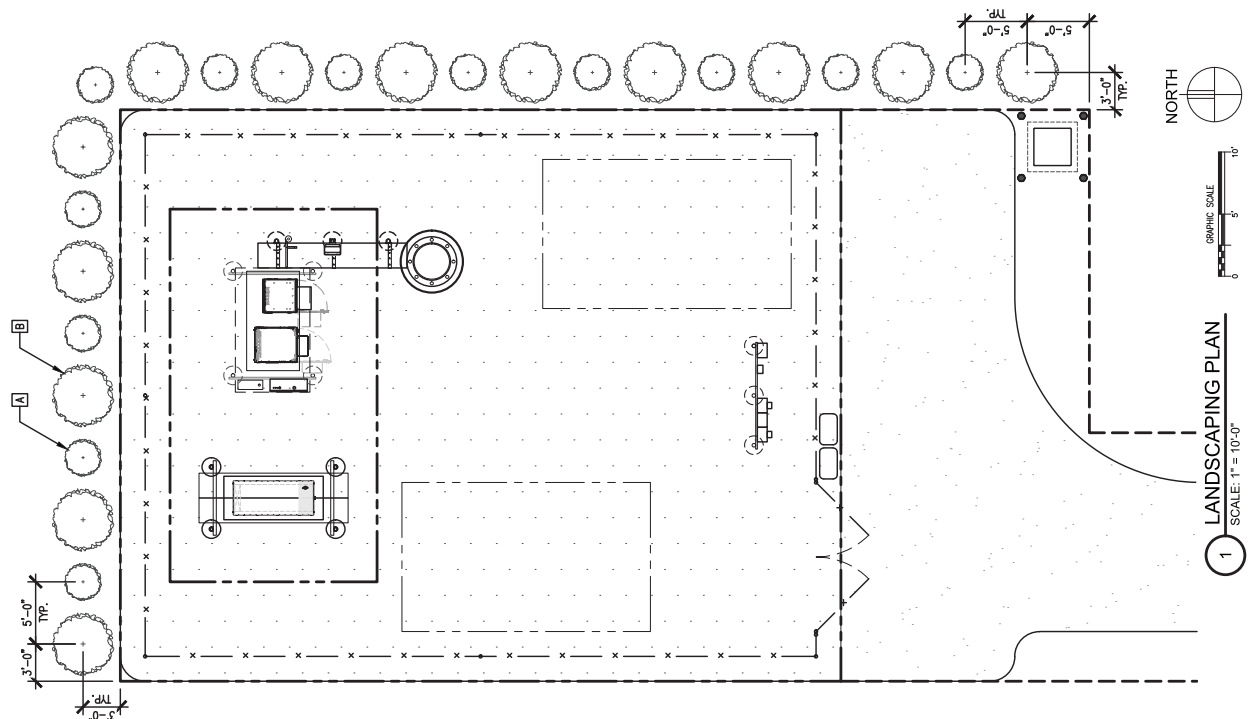
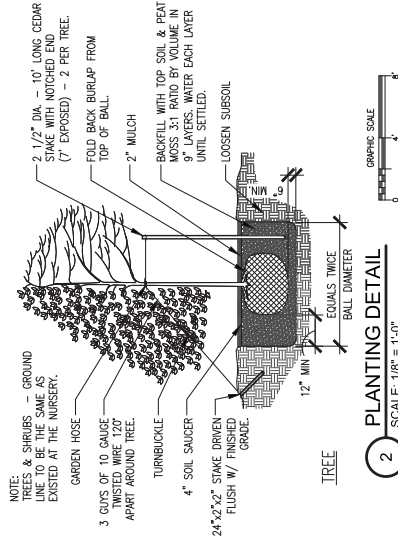
DRAWN BY: TJS
CHECKED BY: SJD
REV. A 01/20/28

Agenda Item # 9B.

A-2.

SYMBOL		QTY.	COMMON NAME	BOTANICAL NAME	PLANTING SIZE	MATURE SIZE
		12	BLACK HILLS SPRUCE	PICEA GLAUCA 'DENSATA'	6" MIN. BALLED & BURLAP	H: 20'-40' W: 10'-15'
		13			8" MIN. BALLED & BURLAP	

LANDSCAPE KEY



PREPARED FOR:

verticalbridge
THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

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US-MN-5847
SPRING HILL

VARIOLITE ST NW
ST. FRANCIS, MN 55530

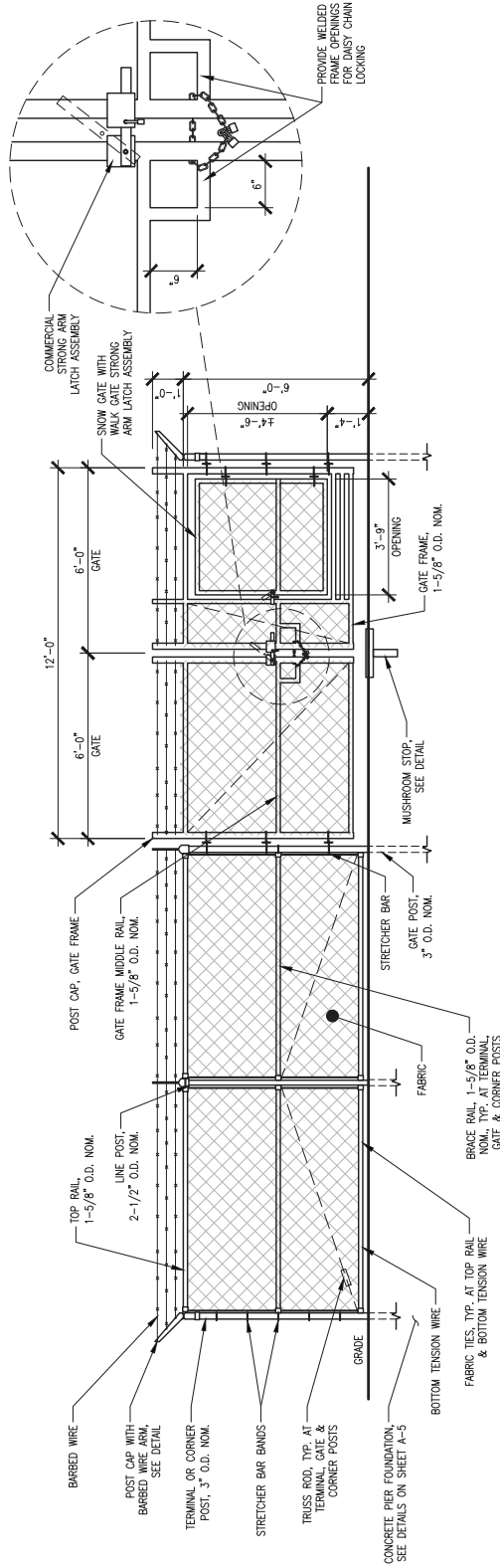
SHEET CONTENTS:
FENCE DETAILS

TLS
DRAWN BY:
CHECKED BY:
REV. A
01-20-28

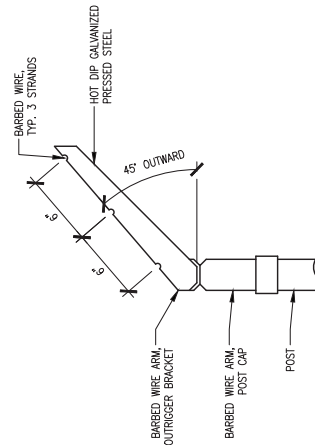
Agenda Item # 9B.

A-4

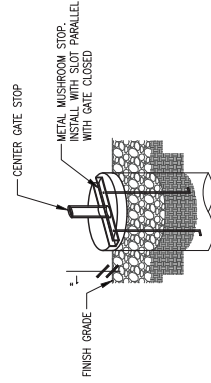
NOTE:
CONTRACTOR TO INSTALL NUTS
ON ALL BOLTS TOWARDS THE
INTERIOR OF THE COMPOUND



1 FENCE DETAIL
SCALE: 1/4" = 1'-0"



2 BARBED WIRE ARM DETAIL



3 MUSHROOM STOP DETAIL

PREPARED FOR:

verticalbridge
THE TOWERS, LLC
22 WEST ATLANTIC AVENUE, SUITE 310
DELRAY BEACH, FL 33444

NOT FOR
CONSTRUCTION



9873 VALLEY VIEW RD.
EDEN PRAIRIE, MN 55344
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PROJECT
US-MN-5847
FUZE ID: 17642203

US-MN-5847
SPRING HILL

VARIOLITE ST NW
ST. FRANCIS, MN 55530

SHEET CONTENTS:
PHOTOS

TLS
DRAWN BY:
SJD
CHECKED BY:
REV. A
01-20-28

Agenda Item # 9B.

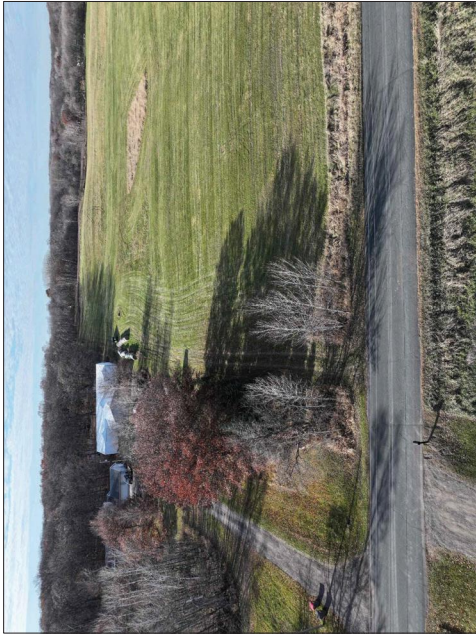
A-8



2 ACCESS PHOTO
VIEW: LOOKING WEST



4 MAIN ROAD PHOTO
VIEW: LOOKING SOUTH

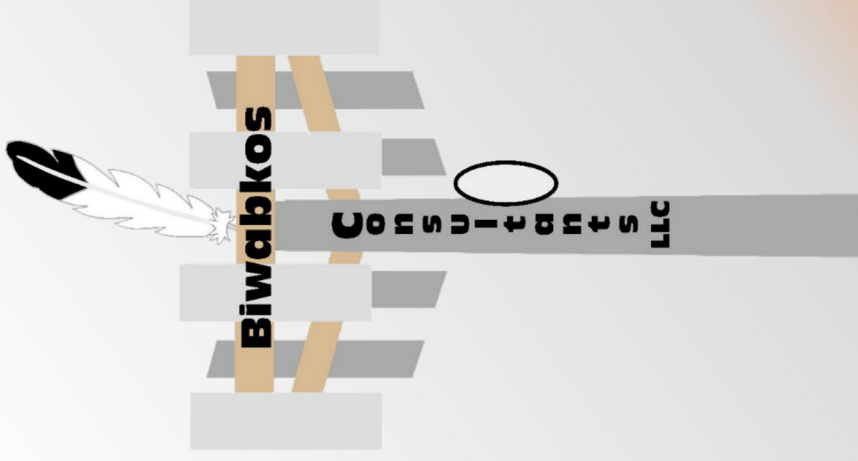


1 SITE PHOTO
VIEW: LOOKING WEST



3 MAIN ROAD PHOTO
VIEW: LOOKING NORTH

Vertical Bridge
MN-5487 Spring Hill
Verizon MIN SPRING HILL
Capacity Site



RF DESIGN ANALYSIS

Coverage vs Capacity

- † **Capacity is providing bandwidth or processing capacity to service the customers in the area.**
- Areas where large numbers of users are in a specific geographic areas
 - Areas where users are demanding higher data rates for services
 - Areas with a large amount of indoor users

- † **Coverage is Providing Service where service does not exist, calls drop, or “no service” .**
- Areas where sites are farther apart
 - Areas where terrain or buildings block signals
 - Areas where indoor service is low or nonexistent

Objective of new site

† Capacity

- Offload user capacity along Nacre Street NW, Hill and Dale Drive NW and Norris Lake NW and feeder roads
- Capacity offload existing sites/sectors
- Low throughput per customer in area

† Coverage

- Provide coverage along Nacre Street NW, Hill and Dale Drive NW and Norris Lake NW and feeder roads
- Provide coverage in rural area

† Why is this site important?

- 96% of Americans own a Cellular Phone
- 57% of American Homes rely exclusively on cellular phones
- 84% or more of 9-1-1 emergency calls are made from wireless devices

Proposed Site

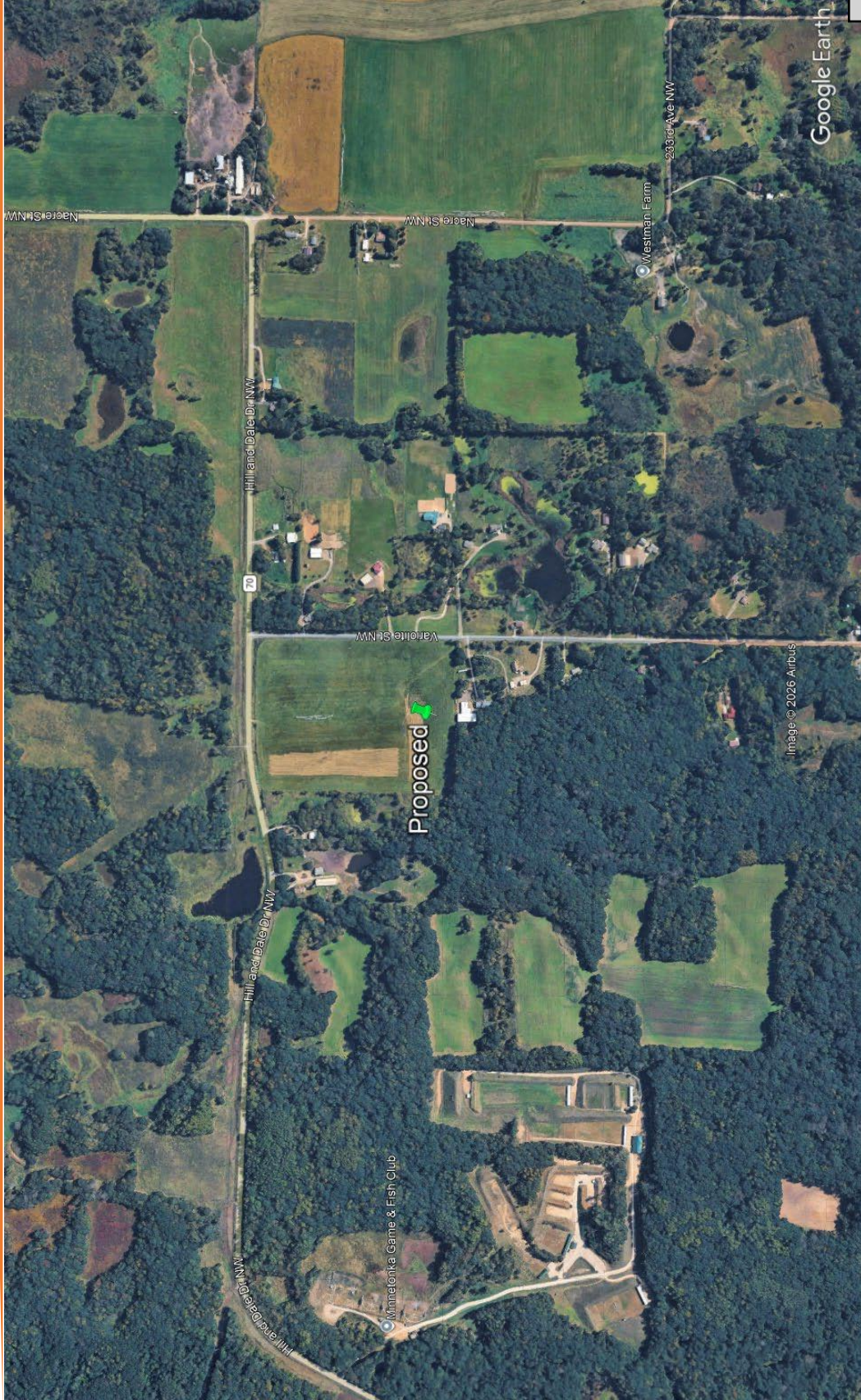
- † 195' Monopole
 - With 4' lightning rod
 - Variolite St NW St Francis, MN 55330
 - Latitude: 45.396278 N (NAD83)
 - Longitude: -93.462147 W (NAD83)
 - Ground Elevation: 1002.9' (NAVD88)
 - Anchor tenant is Verizon
 - Antenna Centerline at 190' AGL

Why here?

- † Current sites providing coverage in the area need capacity offload
- † Significant amount of increased network use in rural areas of Minnesota
- † This site will increase coverage in the area around the proposed
- † Crowdsourced data is showing needs for increased coverage around the proposed

Zoom – proposed site

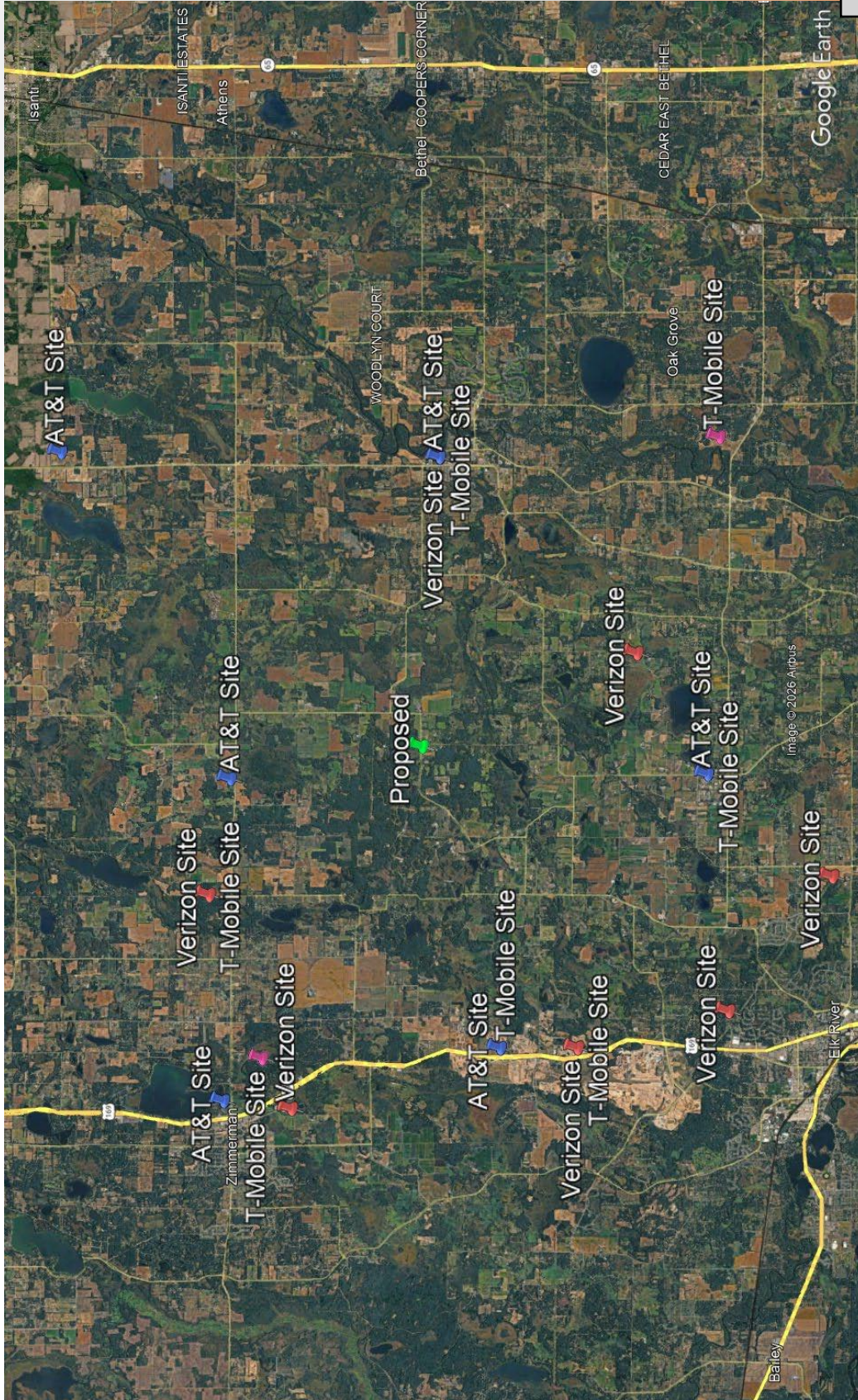
Agenda Item # 6A.



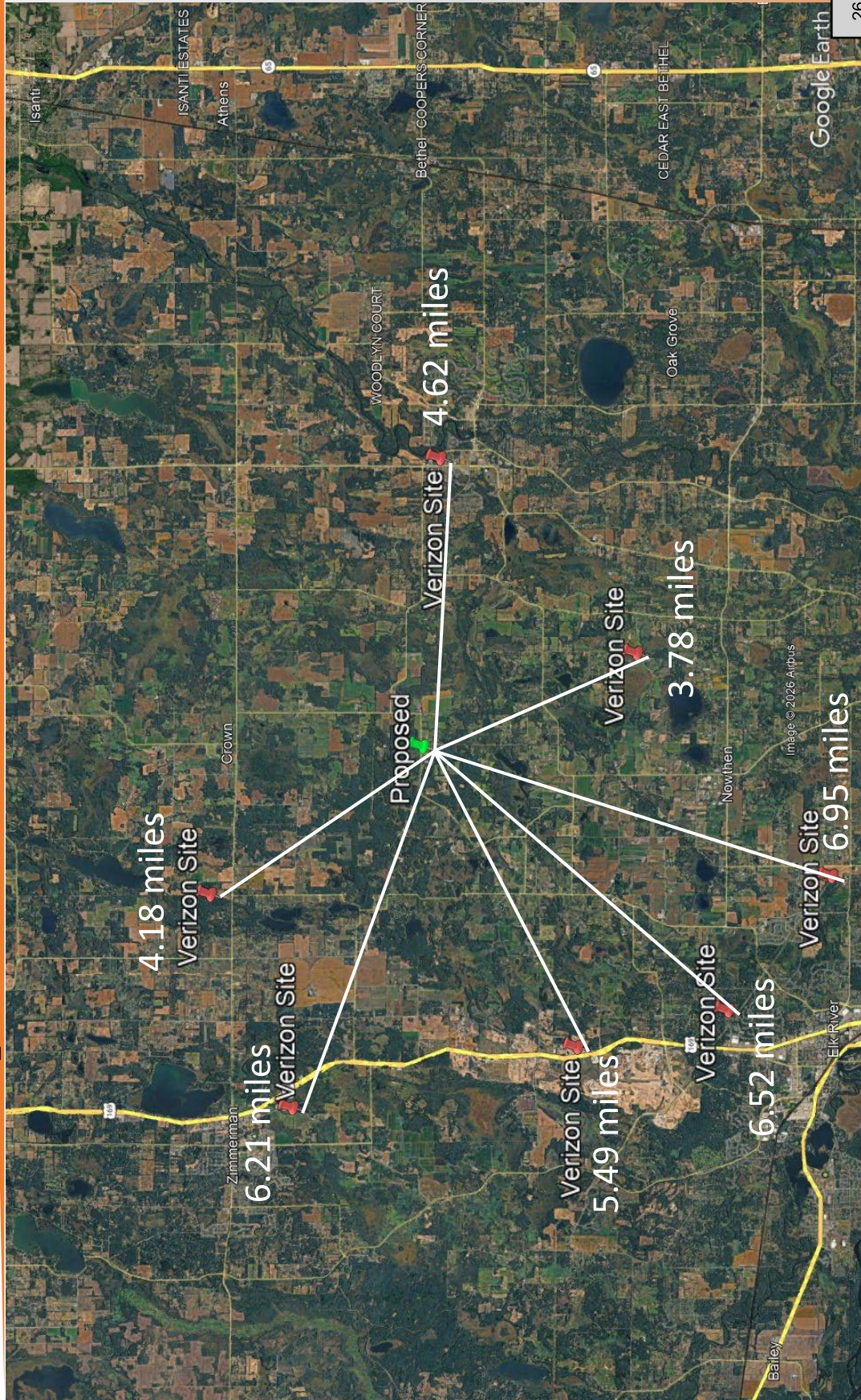
24

2026

Existing Sites (all carriers)



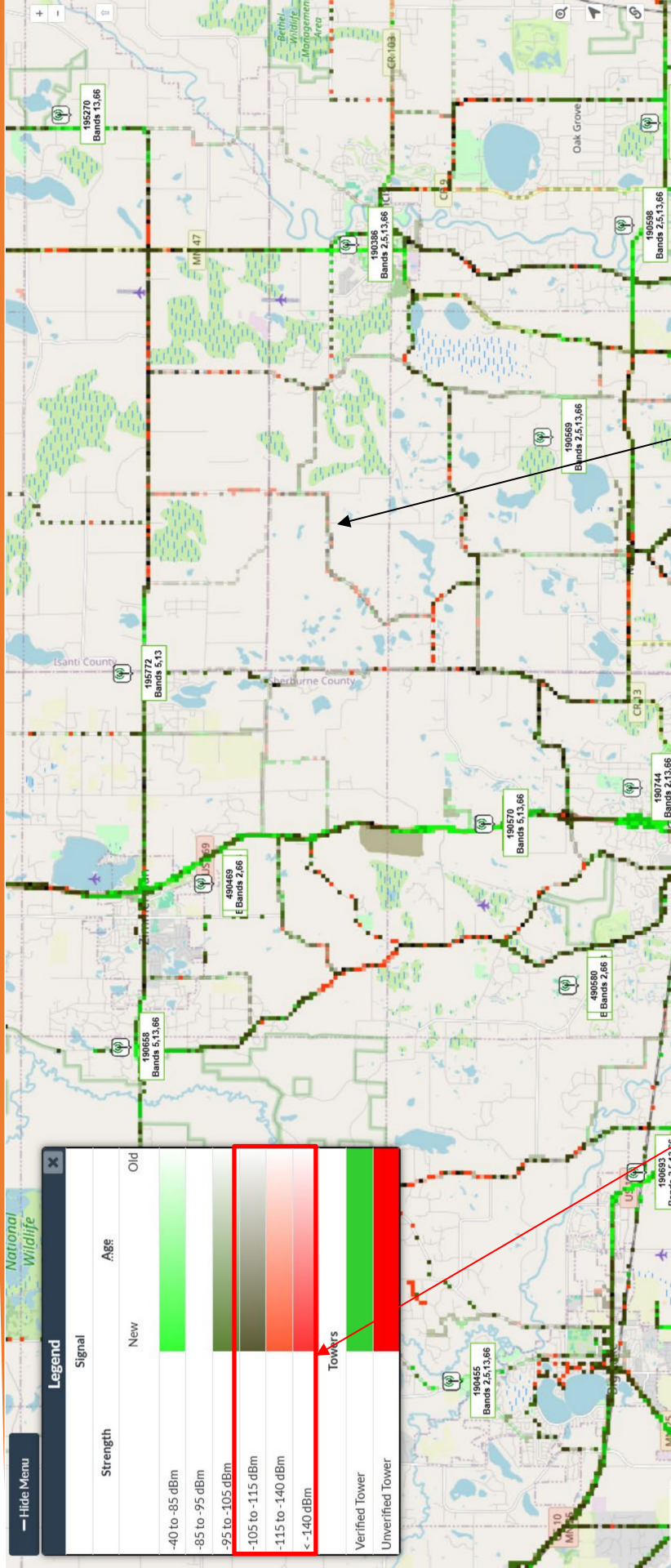
Existing Verizon Sites and Proposed



CellMapper Data for Verizon

Agenda Item # 6A.

Source <https://cellmapper.net>



Proposed Site

Poor Service Quality

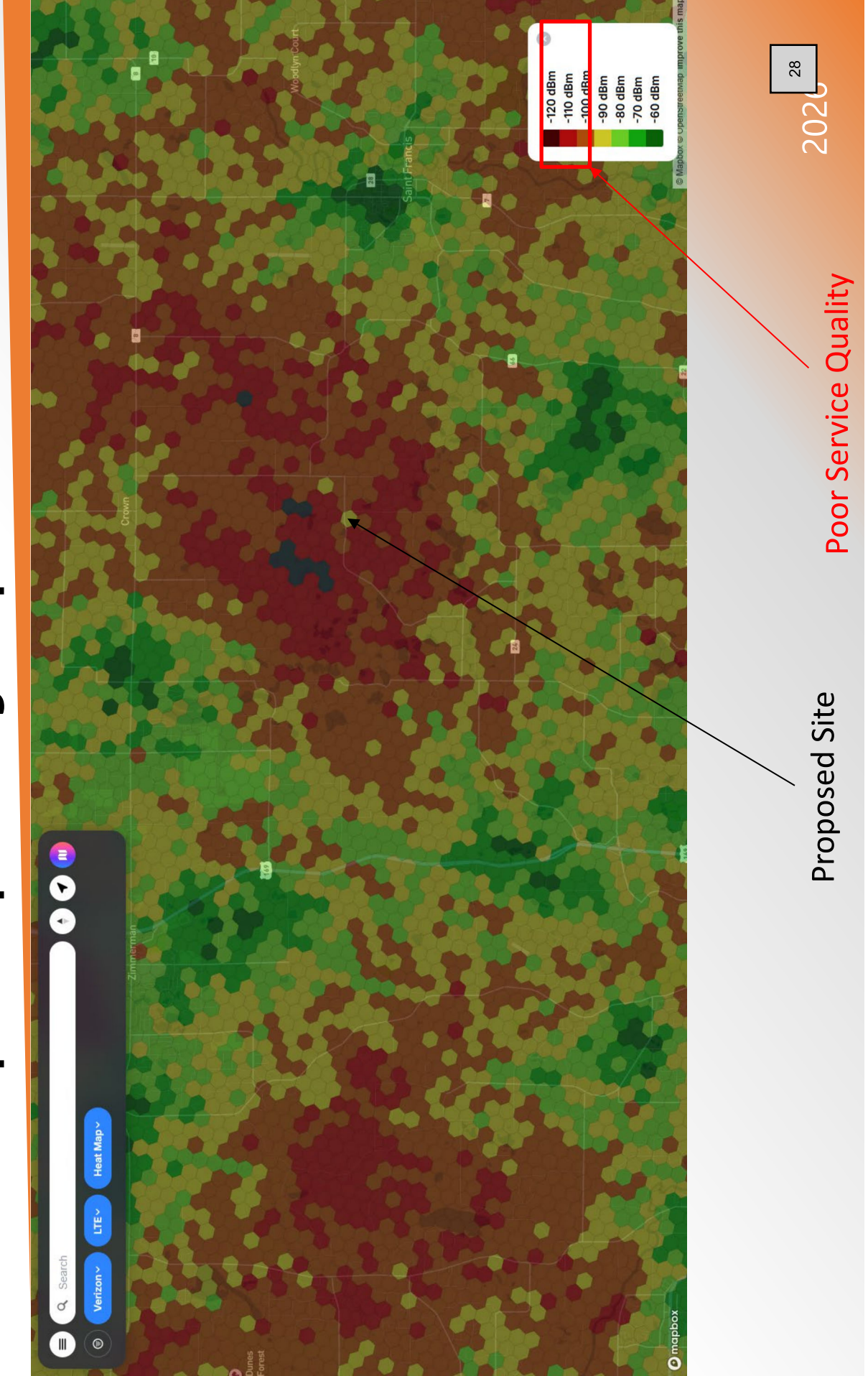
27

2020

Coverage Map Data for Verizon

Agenda Item # 6A.

Source <https://map.coveragemap.com>



Proposed Site

Poor Service Quality

28

2020

FCC Broadband Map

Verizon In-Vehicle Mobile

Agenda Item # 6A.

Source: <https://broadbandmap.fcc.gov/home>

Environment: In Vehicle Mobile Percent Coverage Threshold: >= 75

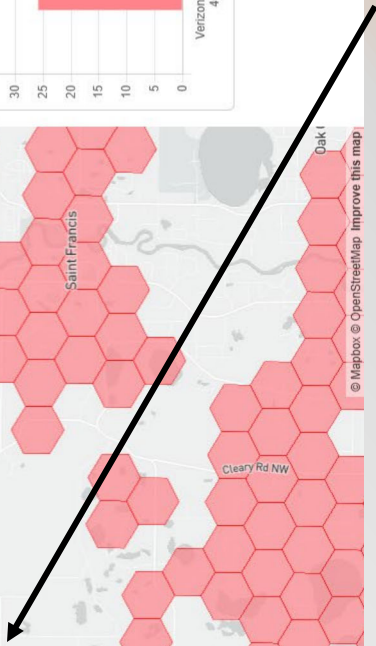
Zoom Level: 11.39 Hex Level: 8

Provider	Technology	Action
Verizon Communications Inc.	4G LTE	✕
AT&T Inc.	4G LTE	✕
T-Mobile USA, Inc.	4G LTE	✕

Percentage of Area with Coverage

Provider	Percentage of Area with Coverage
Verizon Communi... 4G LTE	~25%
AT&T Inc. 4G LTE	~35%
T-Mobile USA, L... 4G LTE	~15%

FCC maps show a lack of coverage around the proposed



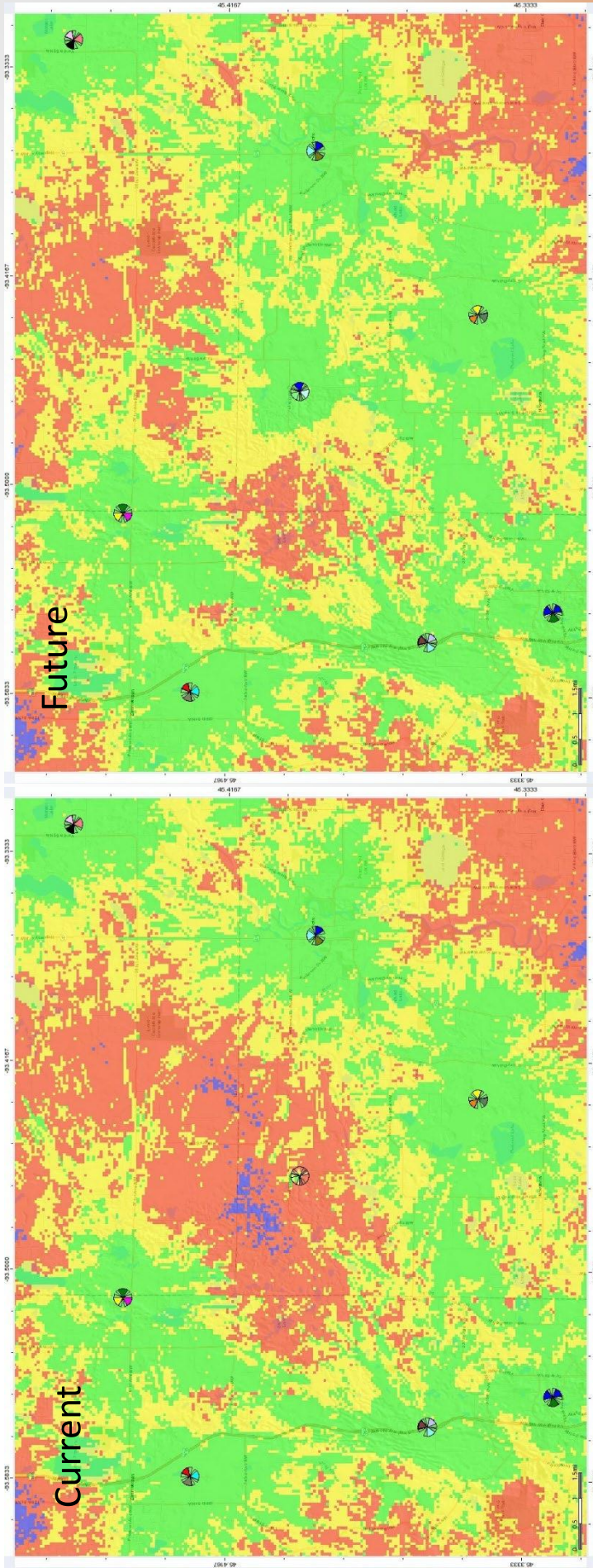
Proposed Site

29

2020

RSRP Coverage 751 MHz - low band

LEGEND	
	Indoor ≥ -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor ≥ -106 dbm
	Marginal ≥ -115 dbm
	Marginal to no service ≥ -140 dbm



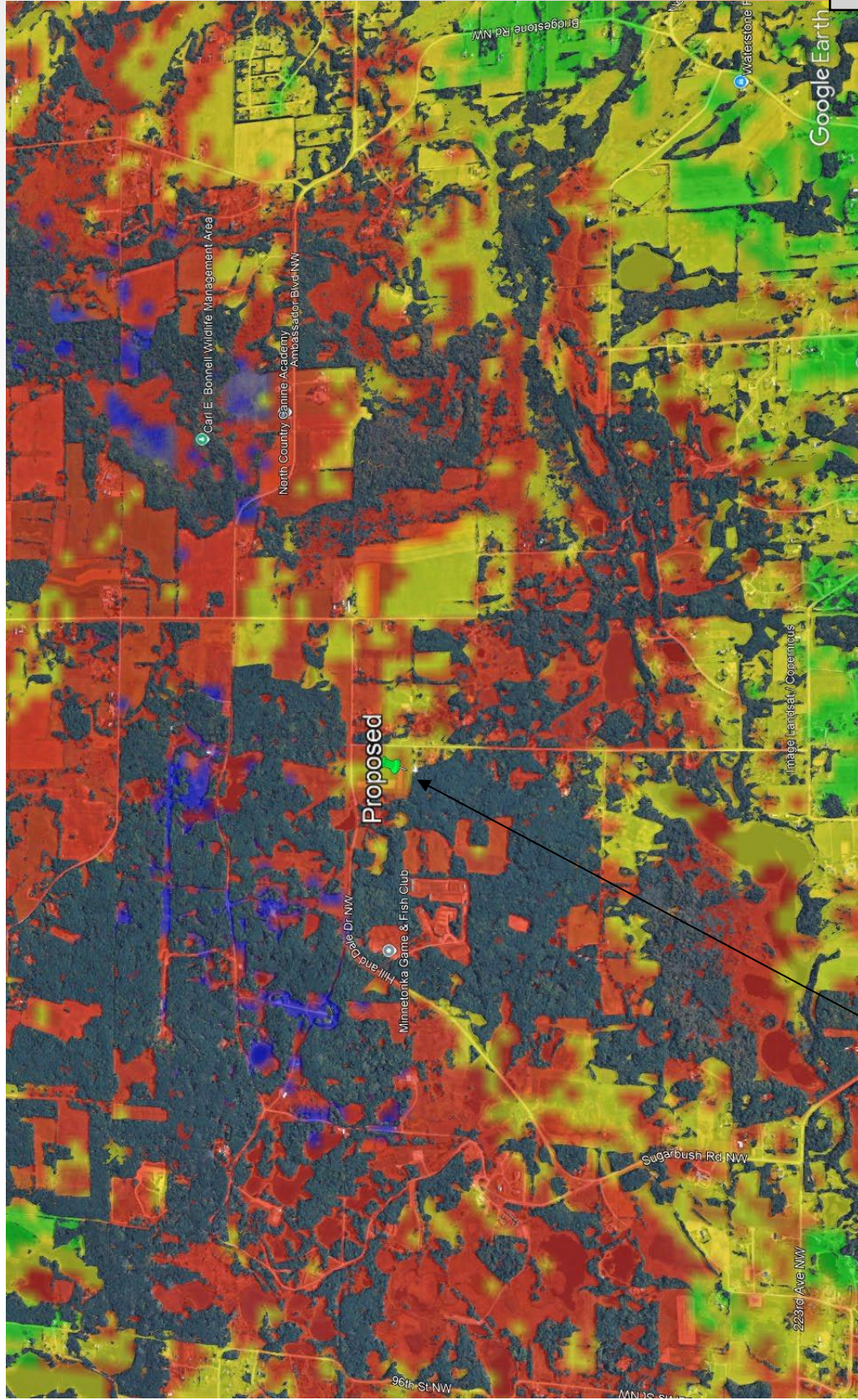
30
2026

RSRP - Current Coverage

Zoomed

751 MHz -- low band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm



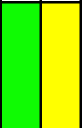




Proposed Site

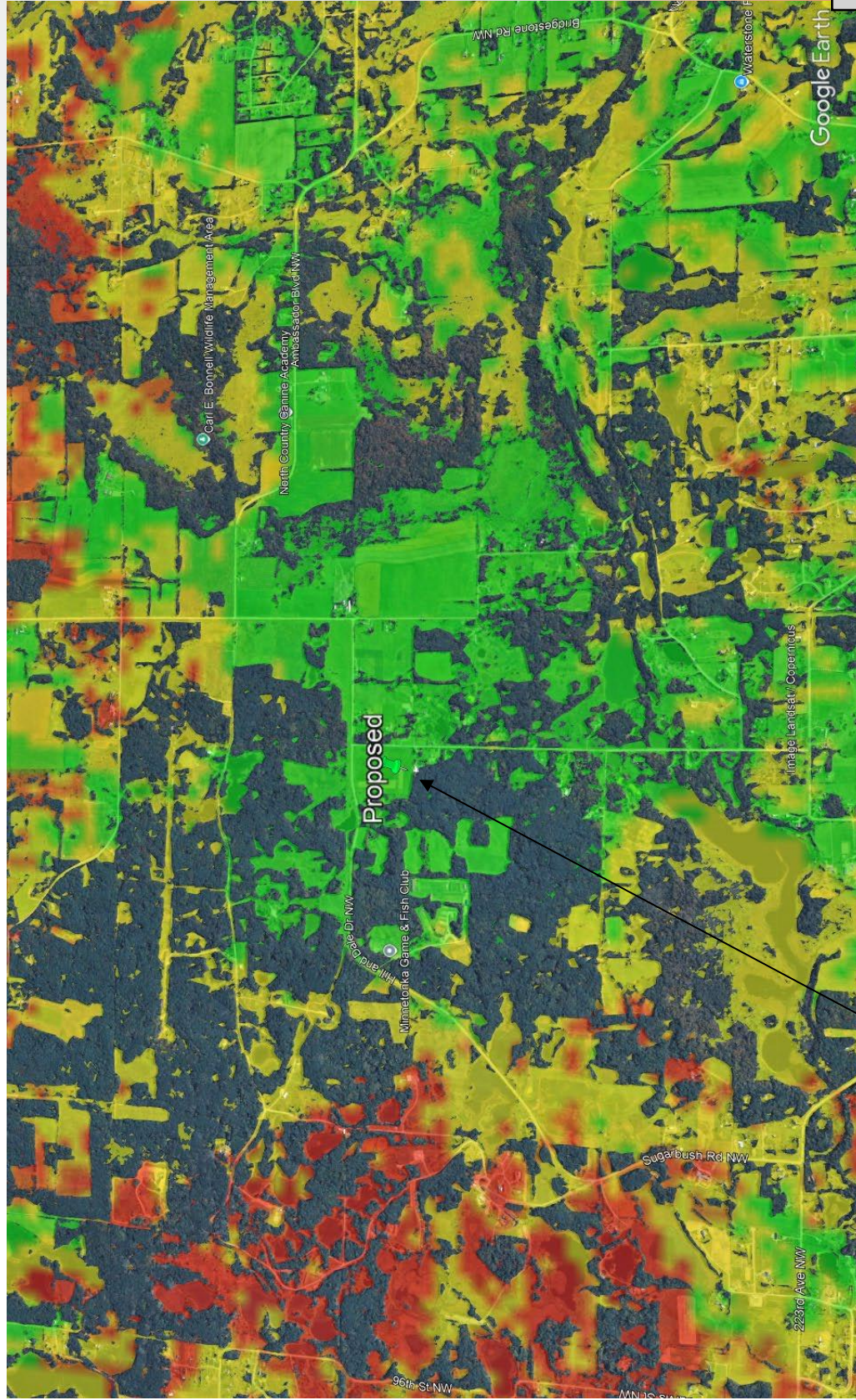
31
2020

RSRP - Proposed Coverage

Zoomed

751 MHz -- low band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm



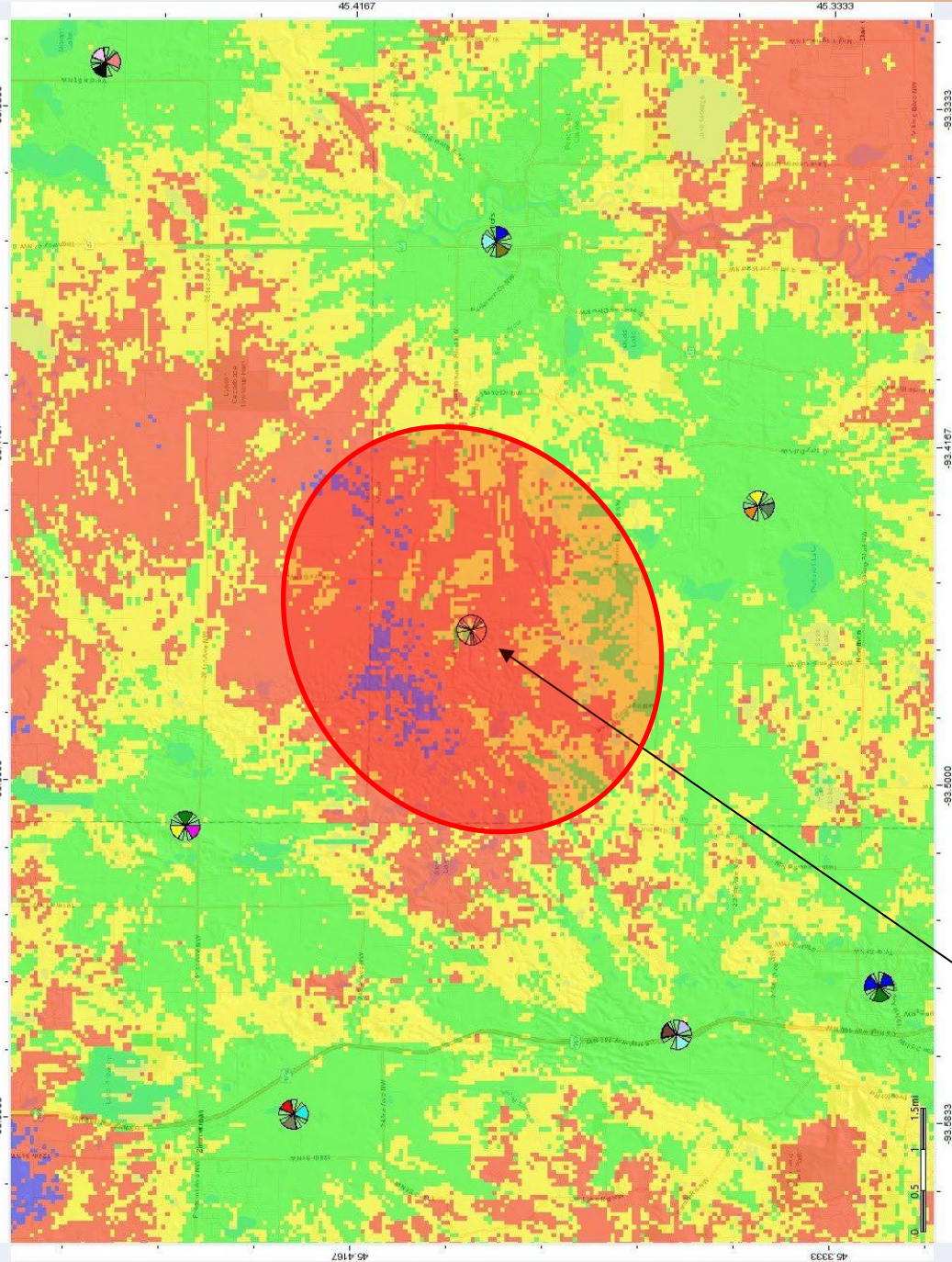
Proposed Site

32

2020

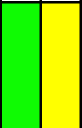




RSRP - Current Coverage 751 MHz - low band

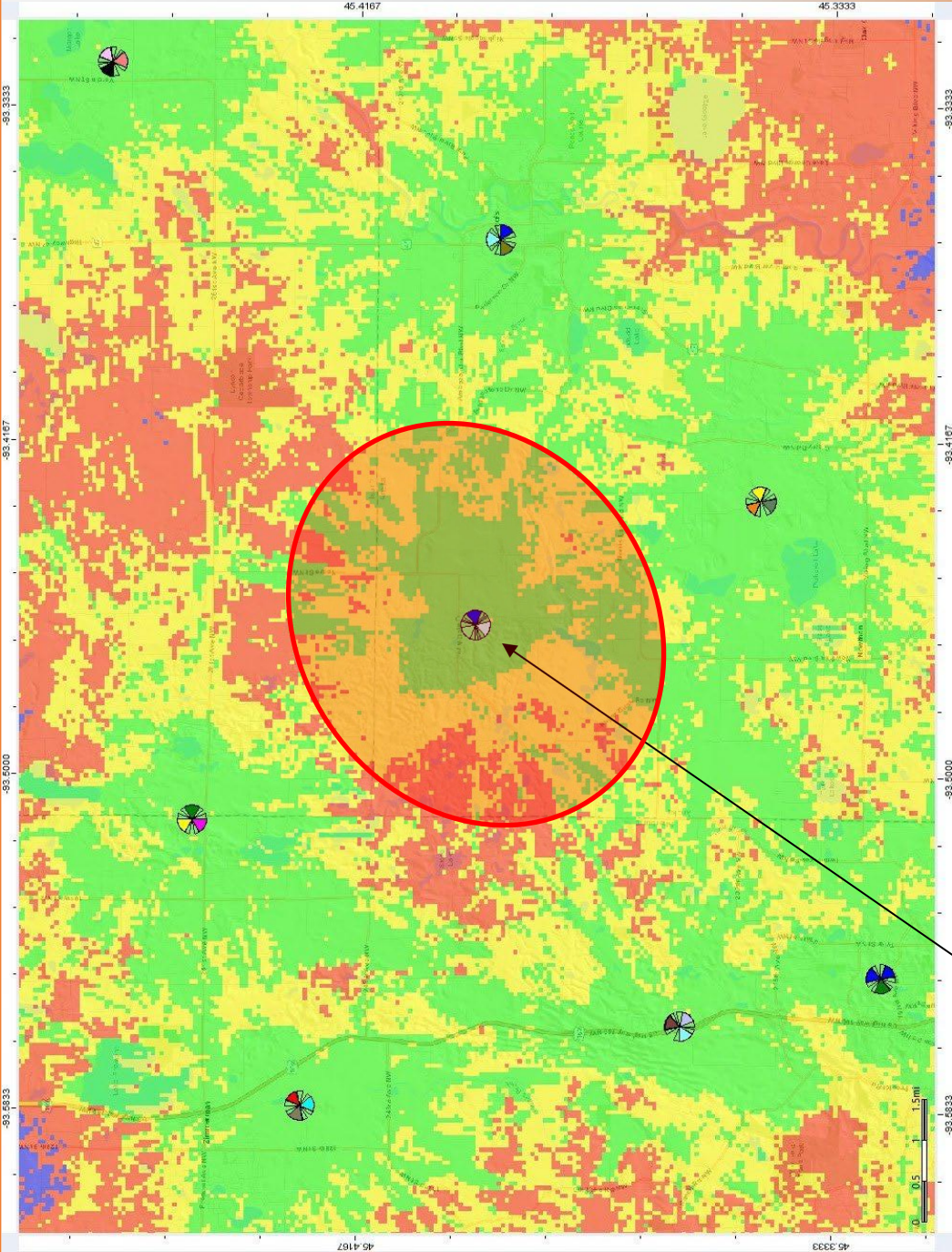
LEGEND	
	Indoor \geq -85 dbm
	In-Vel Agenda Item # 6A.
	Outdoor \geq -106 dbm
	Marginal \geq -115 dbm
	Marginal to no service \geq -140 dbm



Proposed Site

RSRP – Proposed Coverage 751 MHz - low band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm



Proposed Site

Best Server

Current Coverage

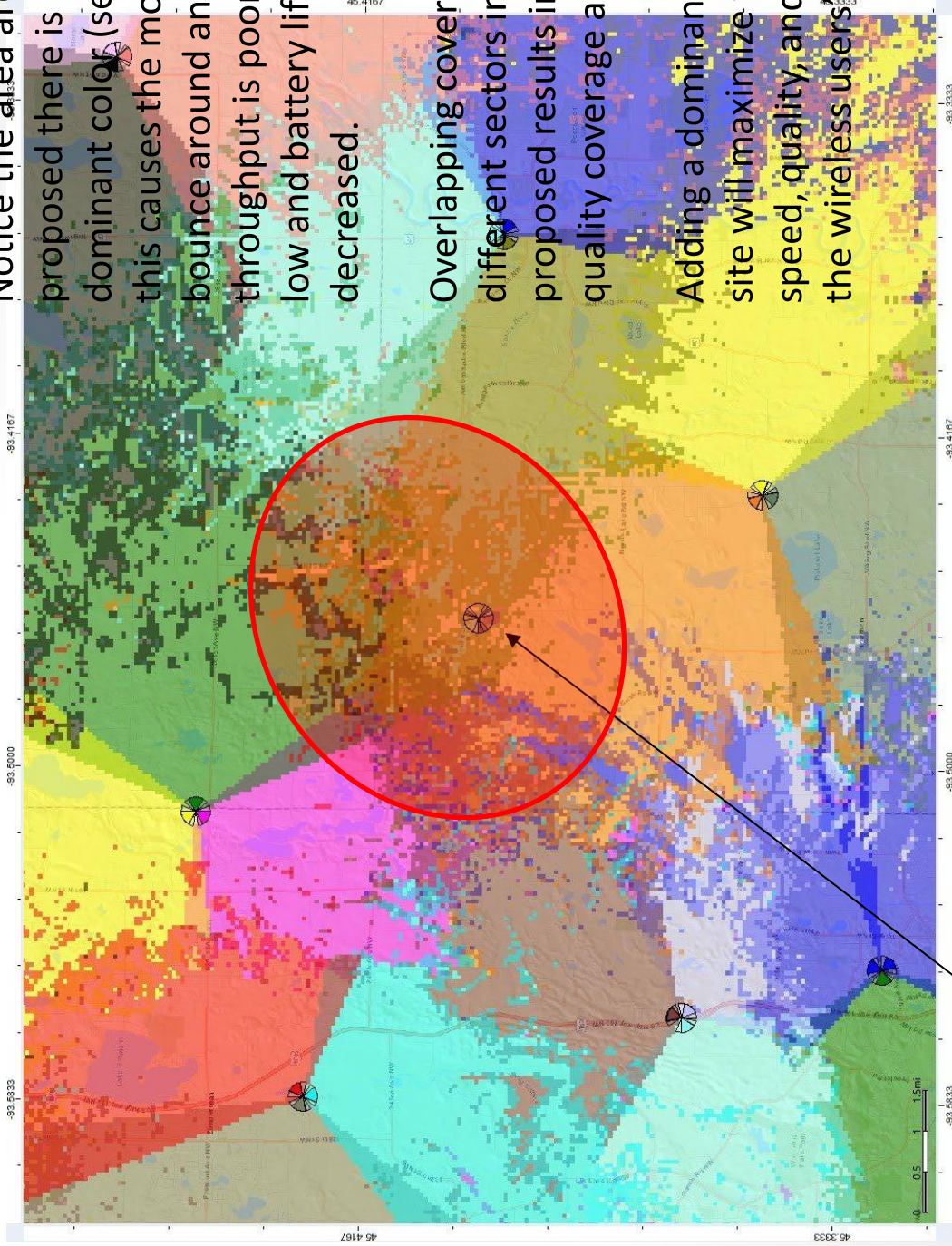
751 MHz - low band

Notice the area around the

proposed there is not a dominant color (sector/site) this causes the mobile to bounce around and the throughput is poor, quality is low and battery life is decreased.

Overlapping coverage from (6) different sectors in area of proposed results in lower quality coverage and capacity

Adding a dominant coverage site will maximize the data speed, quality, and reliability of the wireless users experience

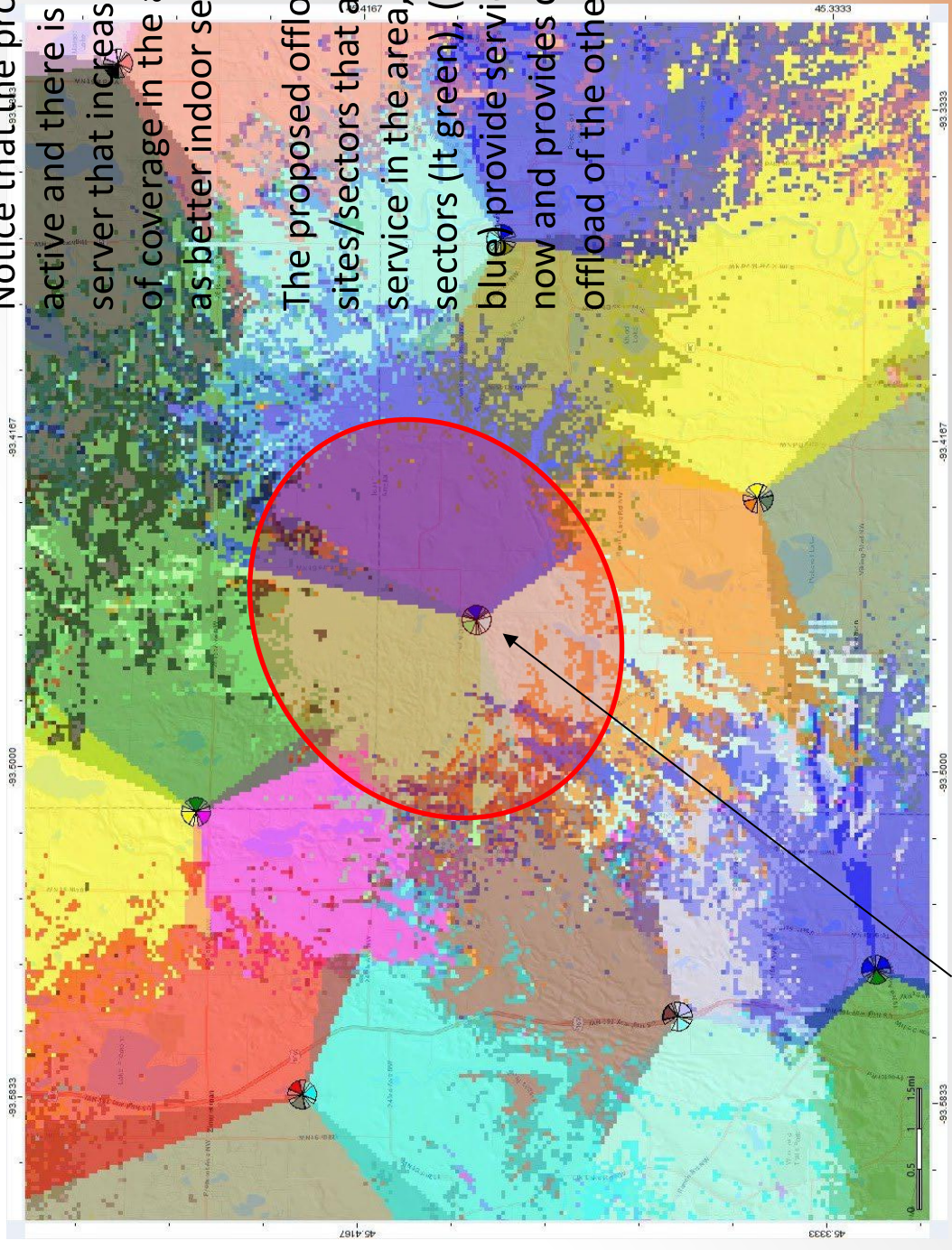


Proposed Site

Best Server Proposed Coverage 751 MHz - low band

Notice that the proposed is now active and there is a dominant server that increases the quality of coverage in the area as well as better indoor services.






The proposed offloads the sites/sectors that are providing service in the area, the new sectors (It green), (blue), and (It blue) provide service in the area now and provides capacity offload of the other sites

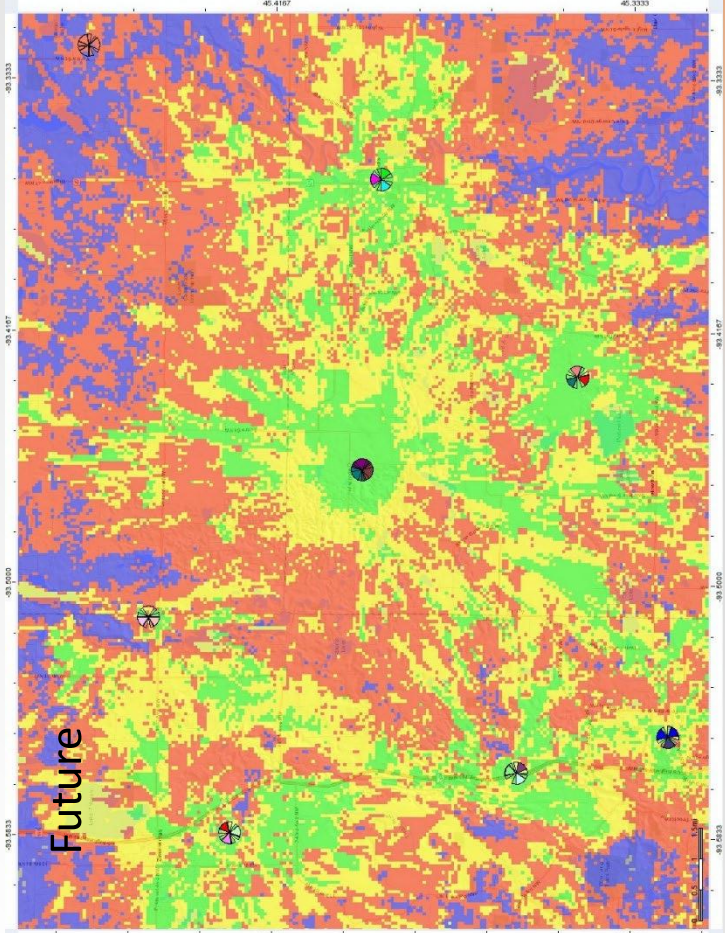
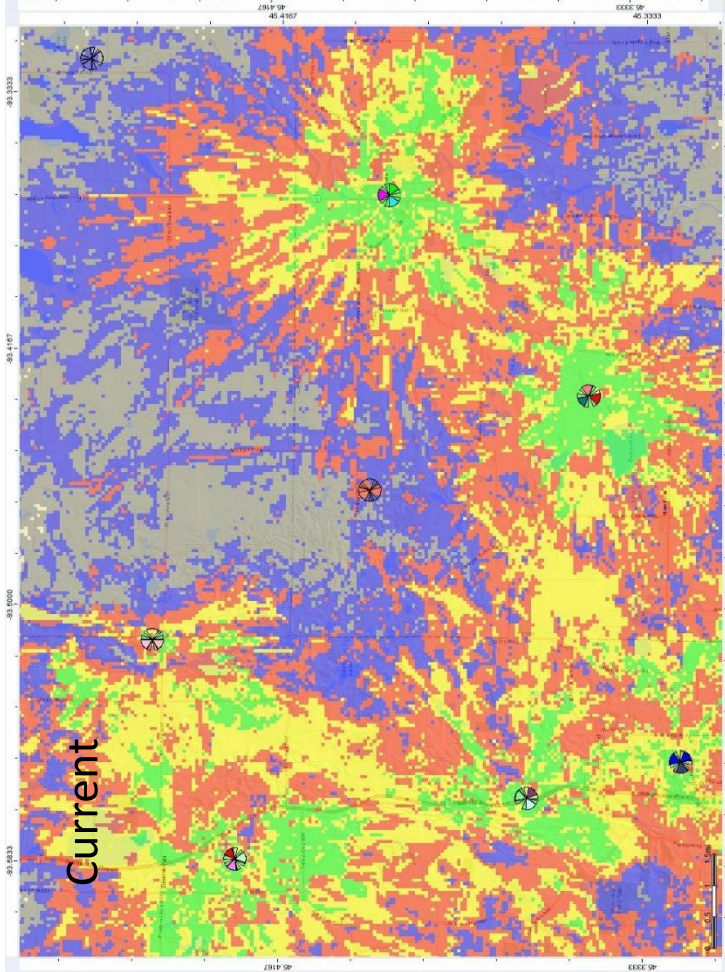


Proposed Site

RSRP Coverage

2100 MHz - mid band

LEGEND	
	Indoor ≥ -85 dbm
	In-Vel Agenda Item # 6A.
	Outdoor ≥ -106 dbm
	Marginal ≥ -115 dbm
	Marginal to no service ≥ -140 dbm

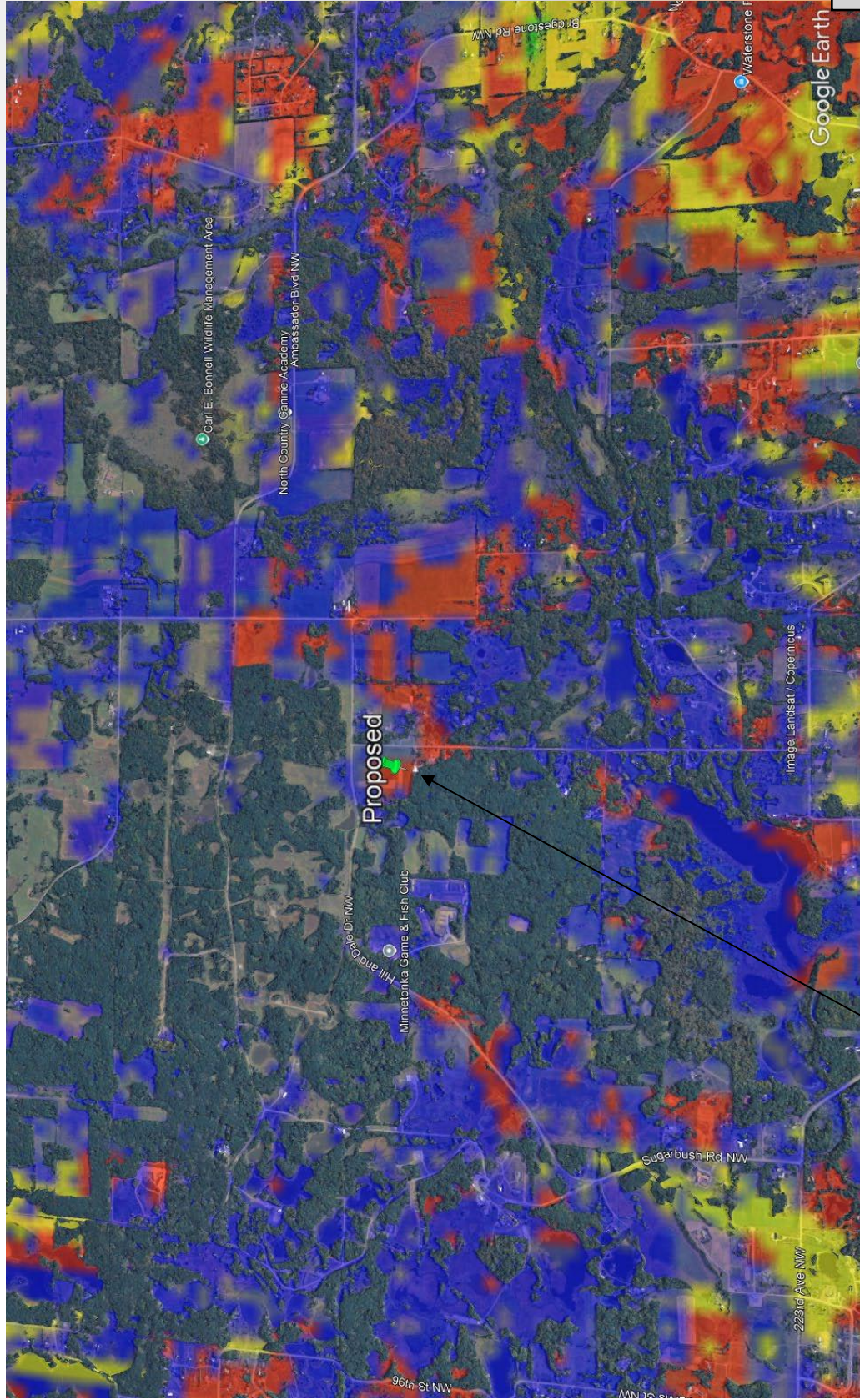


RSRP - Current Coverage

Zoomed

2100 MHz - low band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm

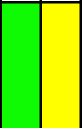






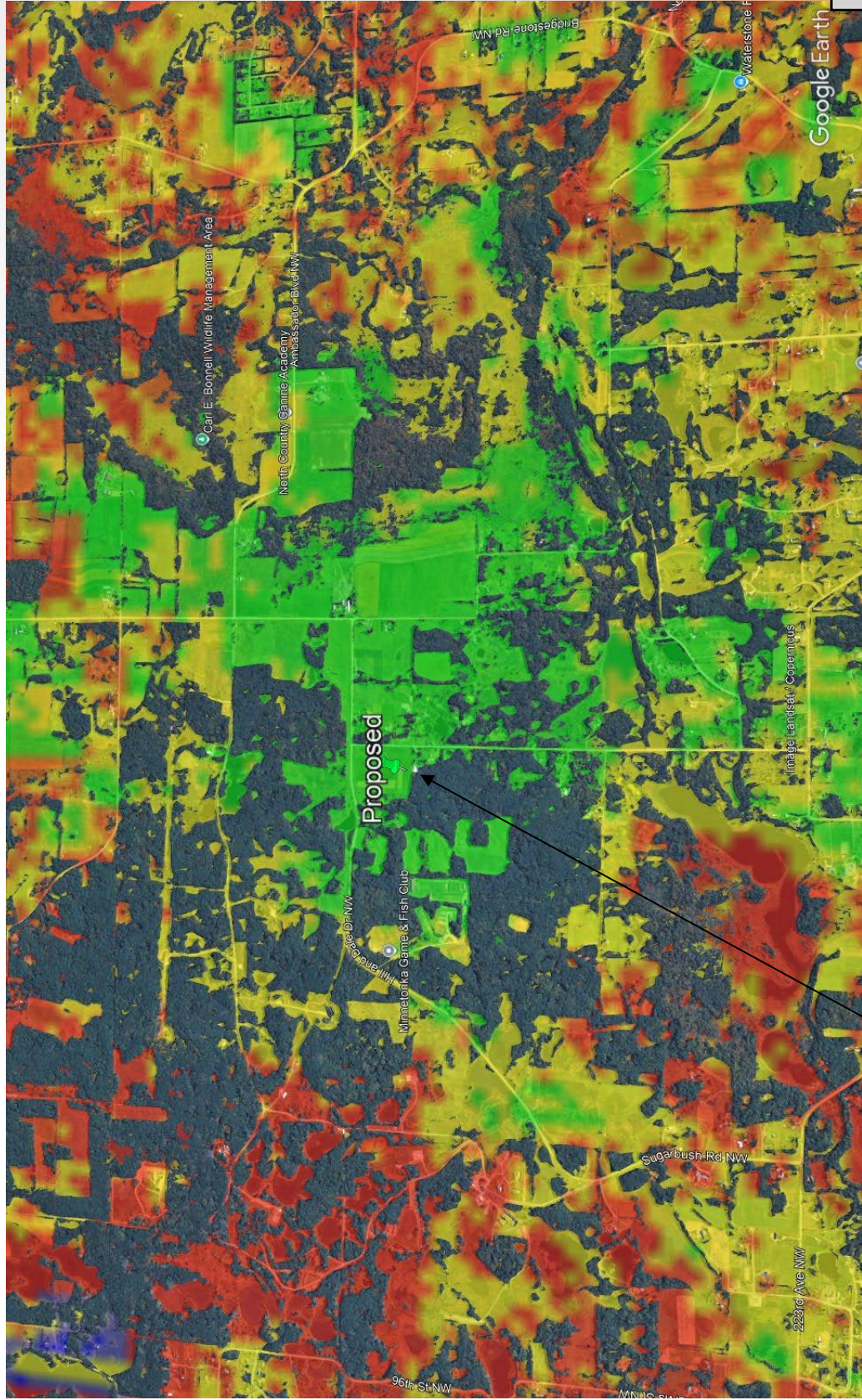
Proposed Site

38

2020

RSRP - Proposed Coverage Zoomed 2100 MHz - low band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm



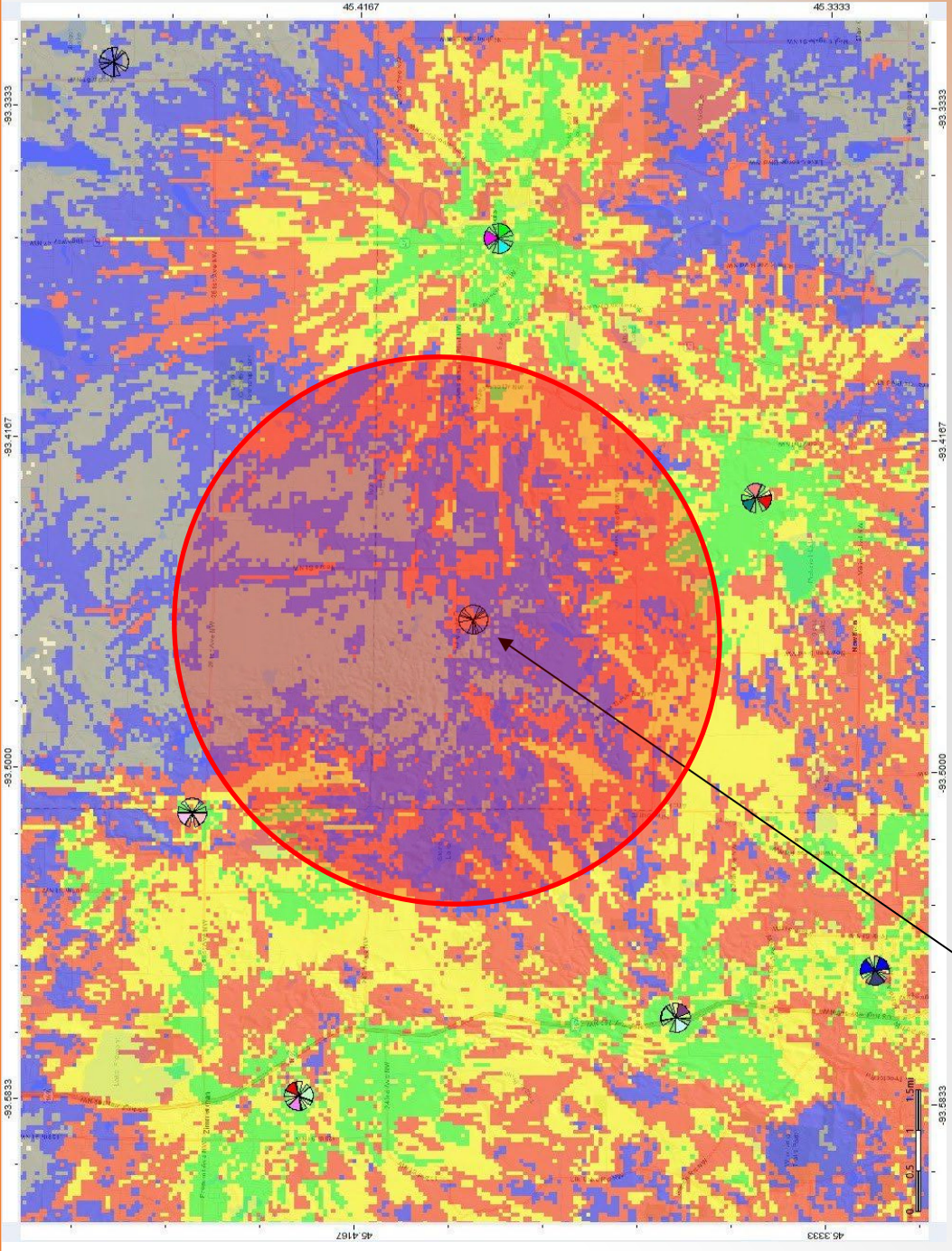
39

2020

Proposed Site

RSRP - Current Coverage 2100 MHz - mid band

LEGEND	
	Indoor >= -85 dbm
	In-Vel Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm

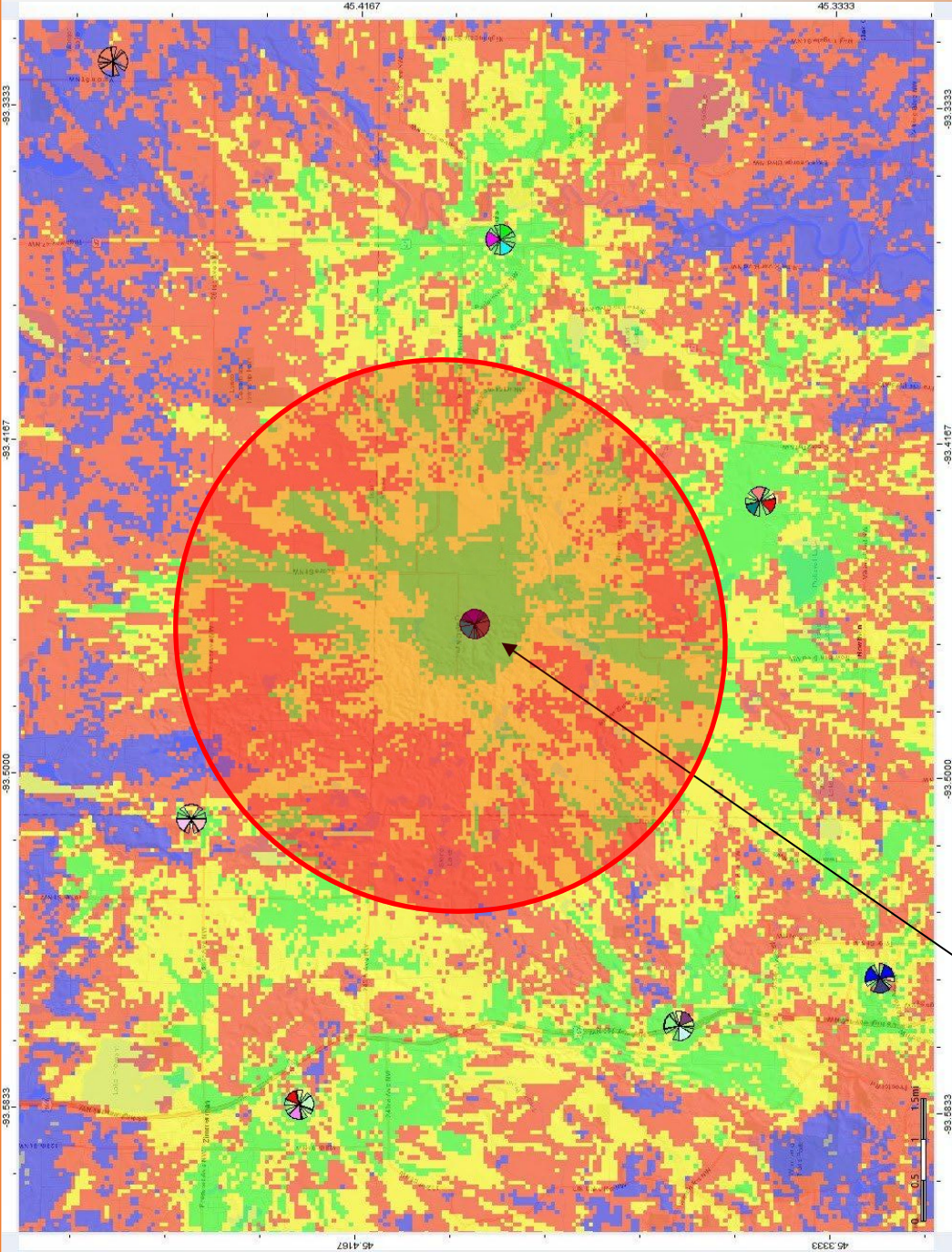


40
2026

Proposed Site

RSRP – Proposed Coverage 2100 MHz - mid band

LEGEND	
	Indoor >= -85 dbm
	In-Veh Agenda Item # 6A.
	Outdoor >= -106 dbm
	Marginal >= -115 dbm
	Marginal to no service >= -140 dbm



Proposed Site

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2020

Best Server

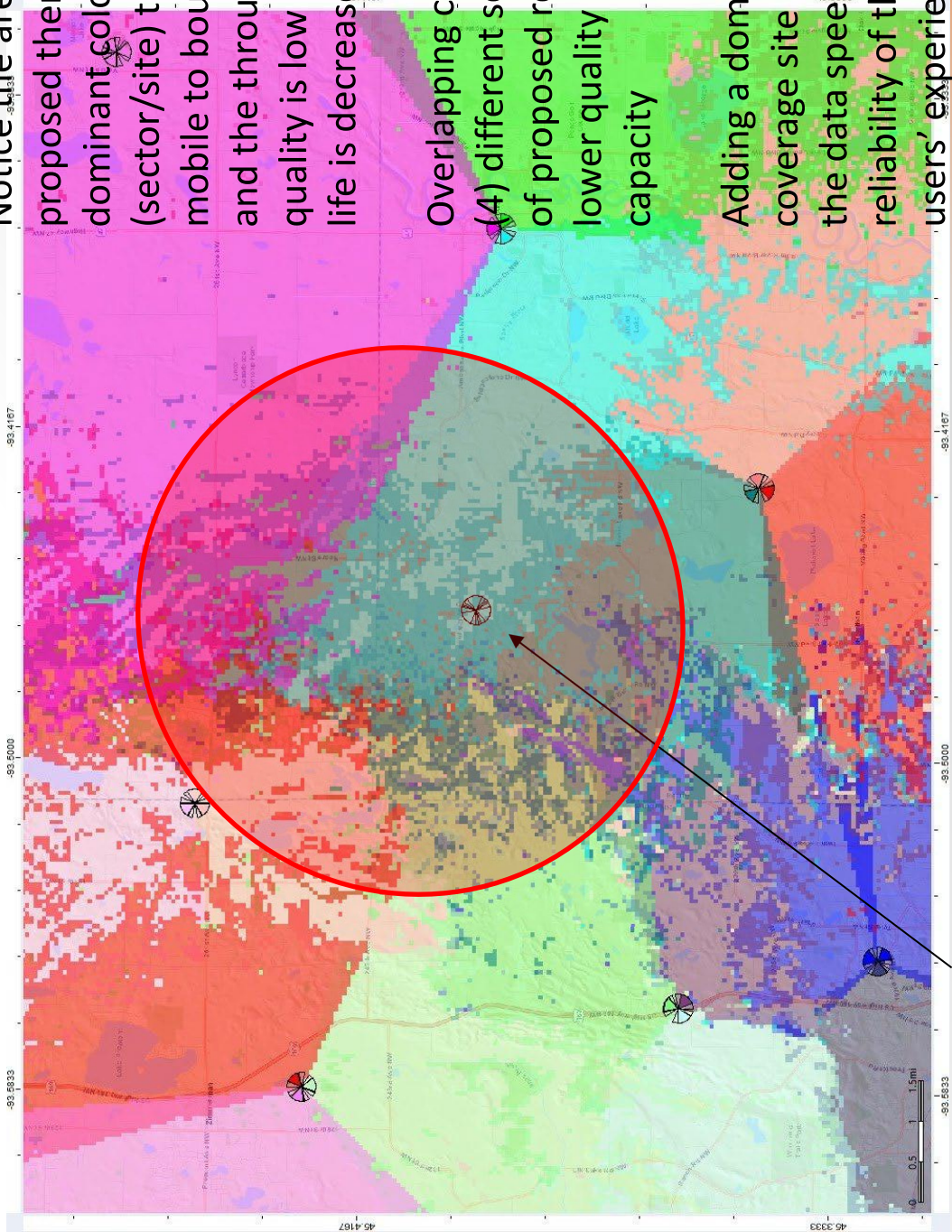
Current Coverage

2100 MHz - mid band

Notice the area around the proposed there is not a dominant color (sector/site) this causes the mobile to bounce around and the throughput is poor, and the quality is low and battery life is decreased.

Overlapping coverage from (4) different sectors in area of proposed results in lower quality coverage and capacity

Adding a dominant coverage site will maximize the data speed, quality, and reliability of the wireless users' experience

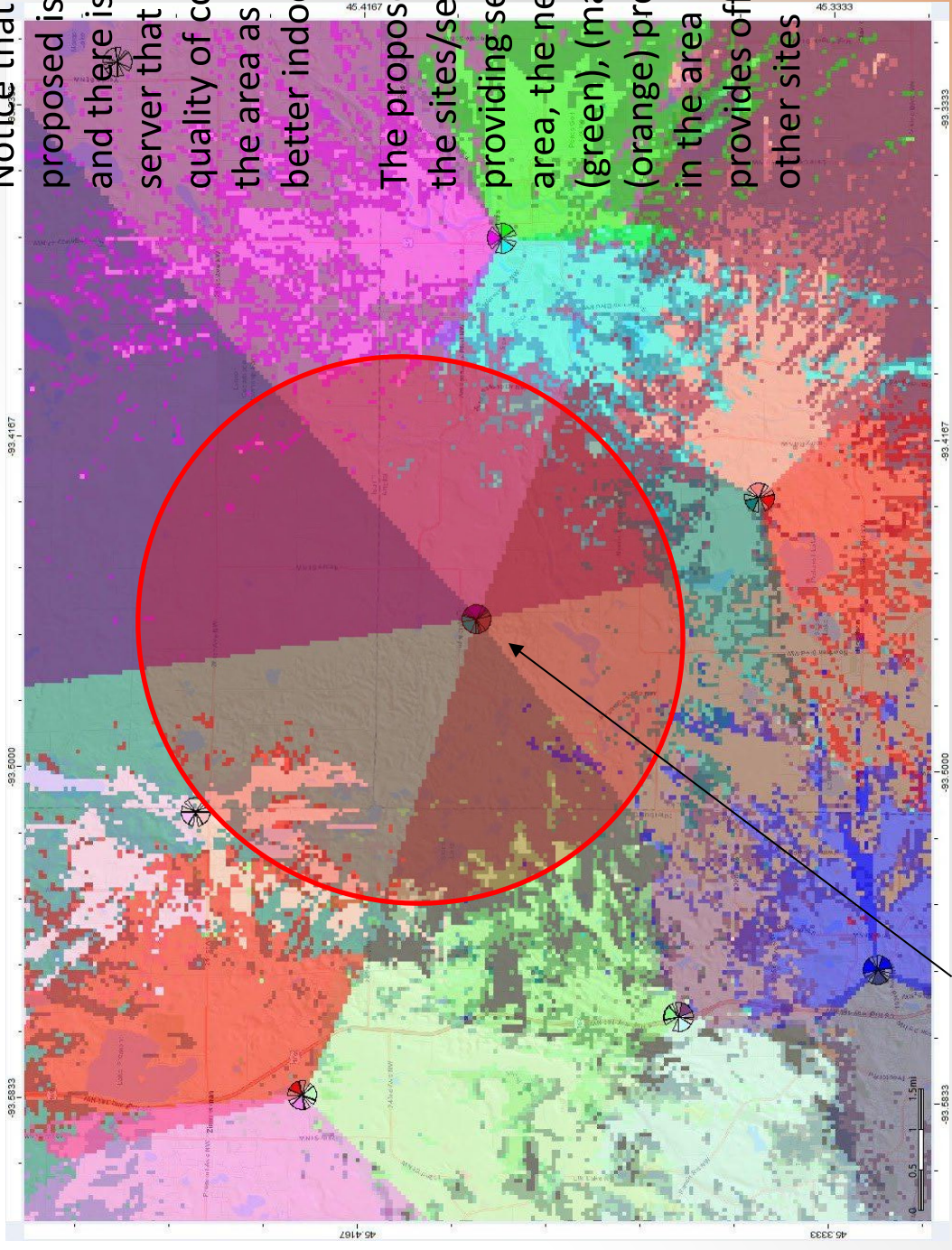


Proposed Site

Best Server Proposed Coverage 2100 MHz - mid band

Notice that the proposed is now active and there is a dominant server that increases the quality of coverage in the area as well as better indoor services.

The proposed offloads the sites/sectors that are providing service in the area, the new sectors (green), (magenta), and (orange) provide service in the area now and provides offload of the other sites



Proposed Site

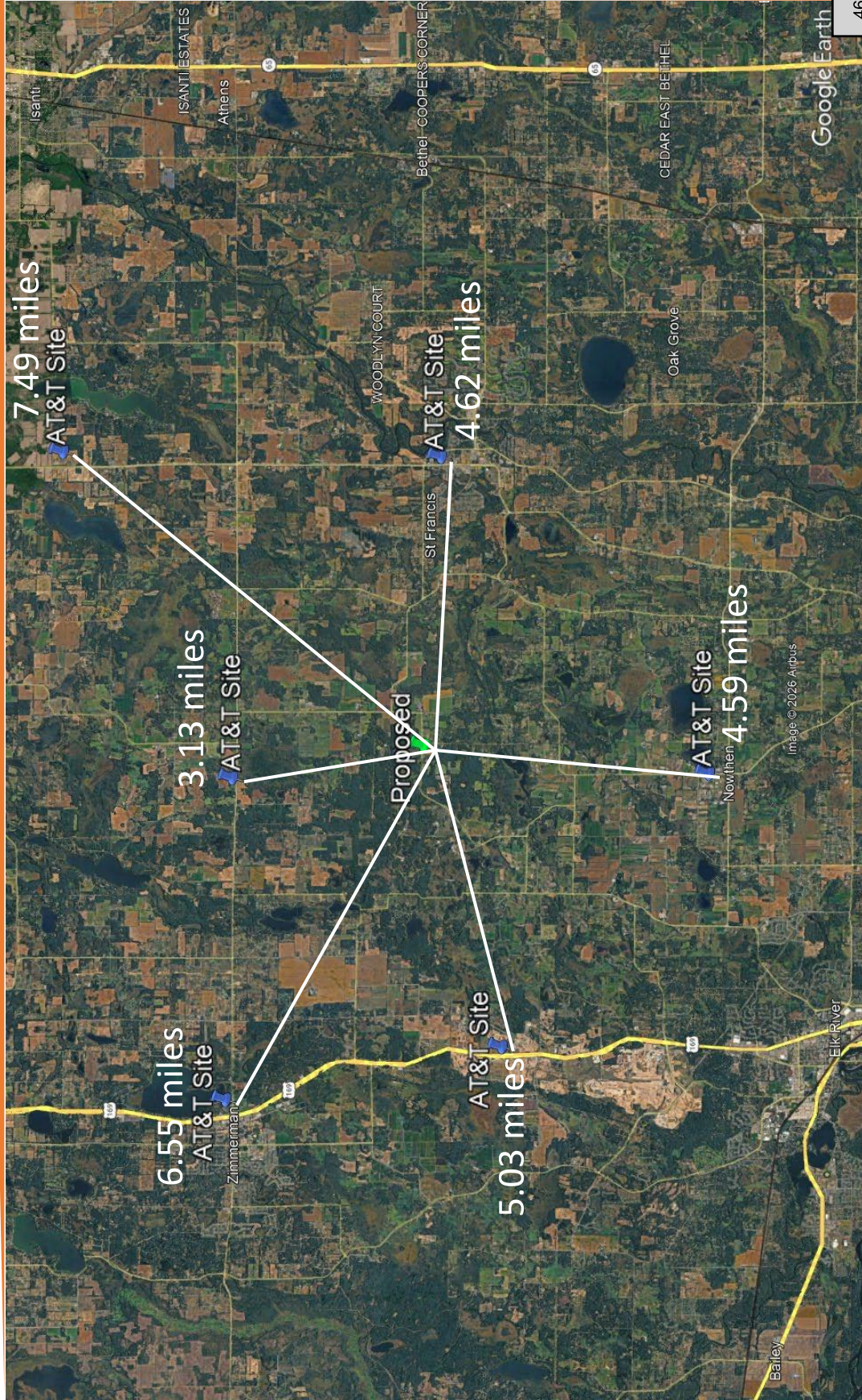
Analysis

- † Current sites/sectors providing service in the area are in need of capacity offload
- † A new site is needed to improve the throughput per user and coverage
- † Quality coverage is lacking along Nacre Street NW
- † This proposed site would provide good service for the customers in area
- † Tower is designed to allow for multiple tenants

Recommendation

† Recommend approval of the proposed at the height requested for Verizon to provide high quality service to the area

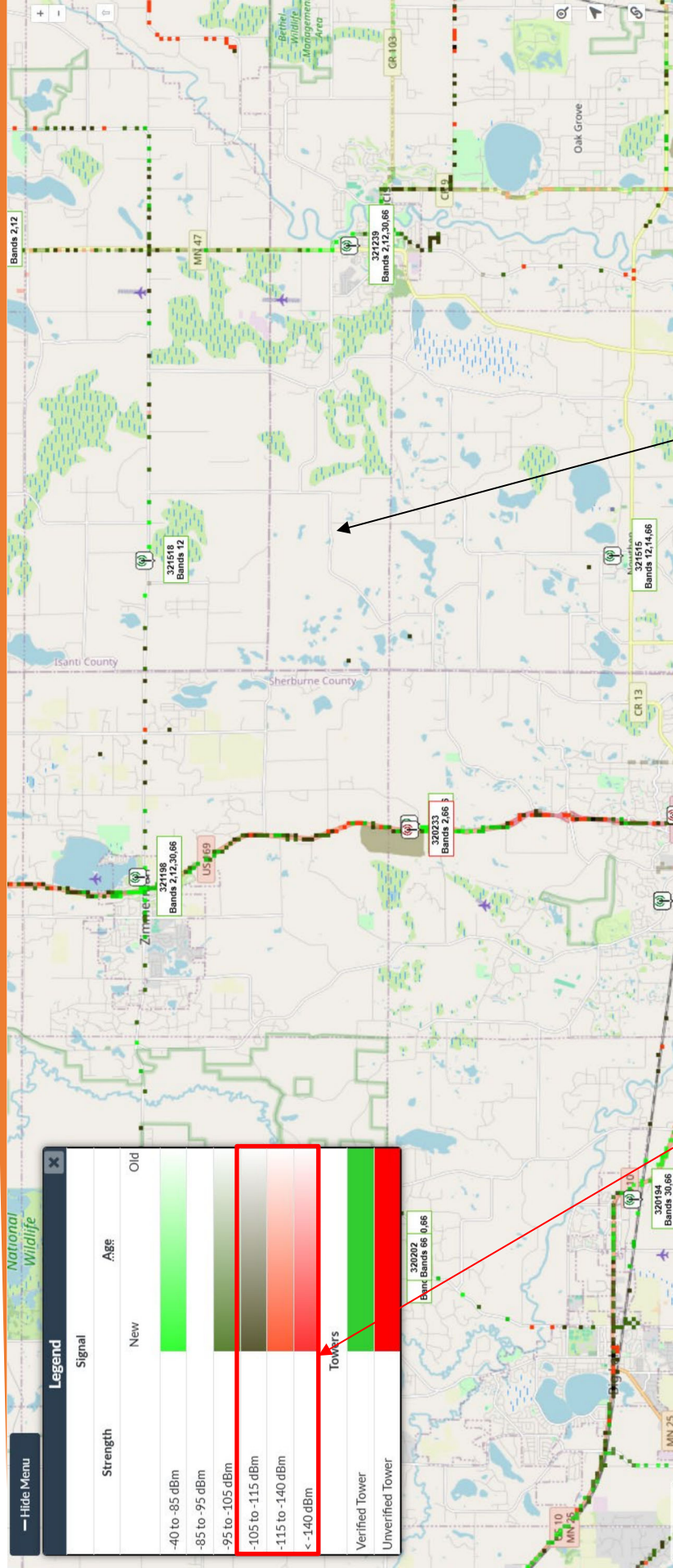
Existing AT&T Sites



CellMapper Data for AT&T

Source <https://cellmapper.net>

Agenda Item # 6A.



Proposed Site

Poor Service Quality

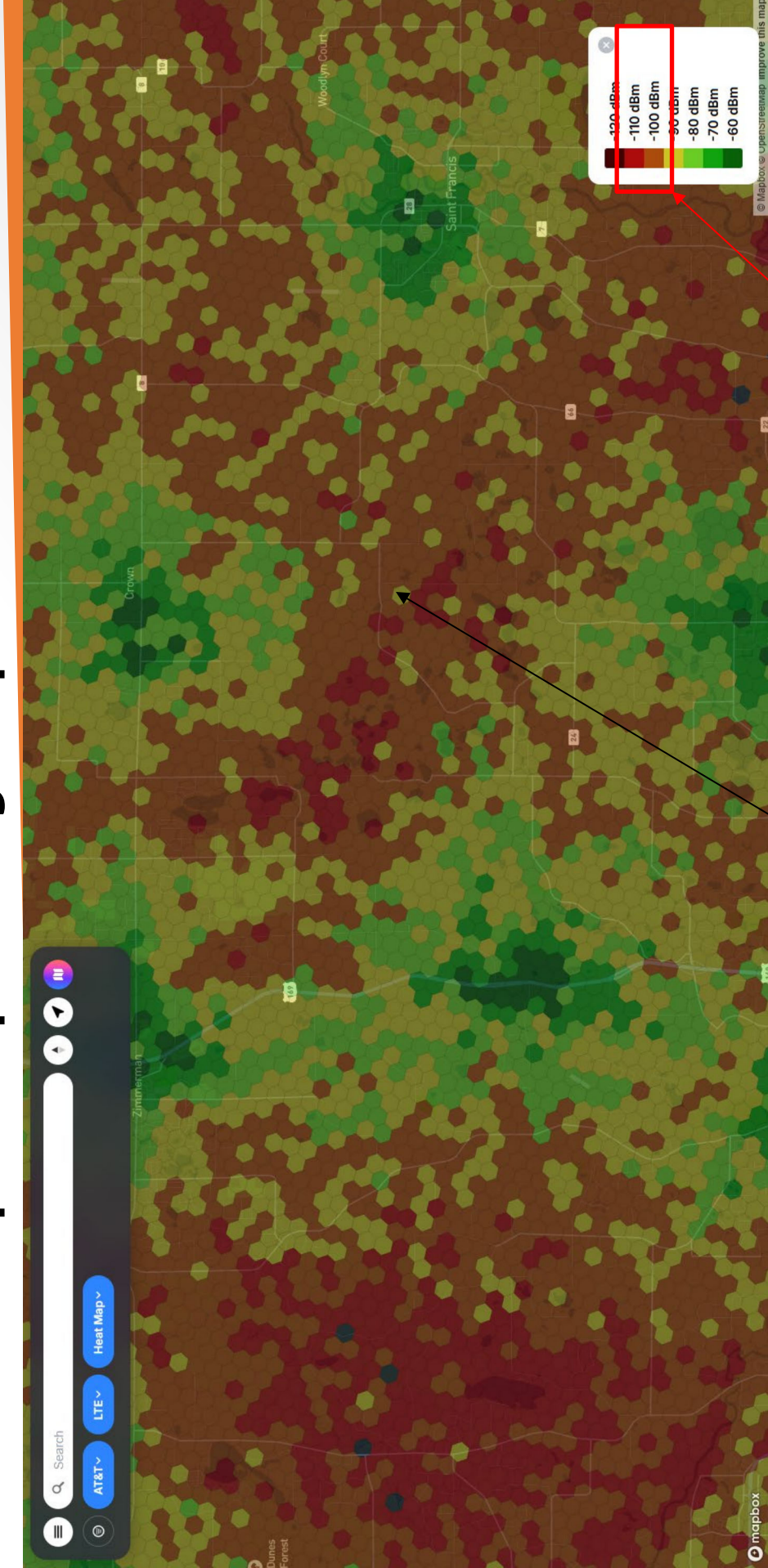
47

2020

Coverage Map Data for AT&T

Agenda Item # 6A.

Source <https://map.coveragemap.com>



Proposed Site

Poor Service Quality

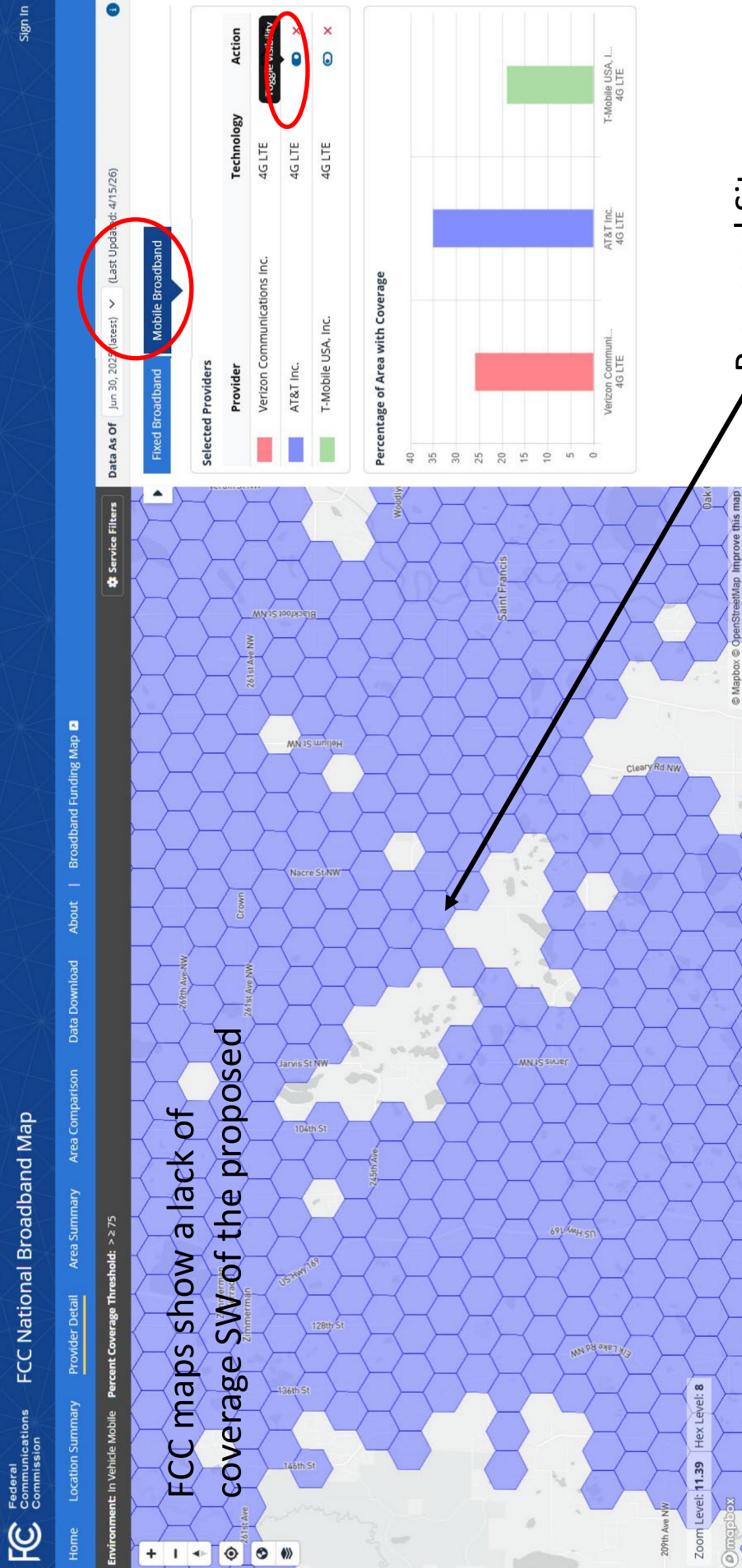
48

2020

FCC Broadband Map AT&T In-Vehicle Mobile

Agenda Item # 6A.

Source: <https://broadbandmap.fcc.gov/home>



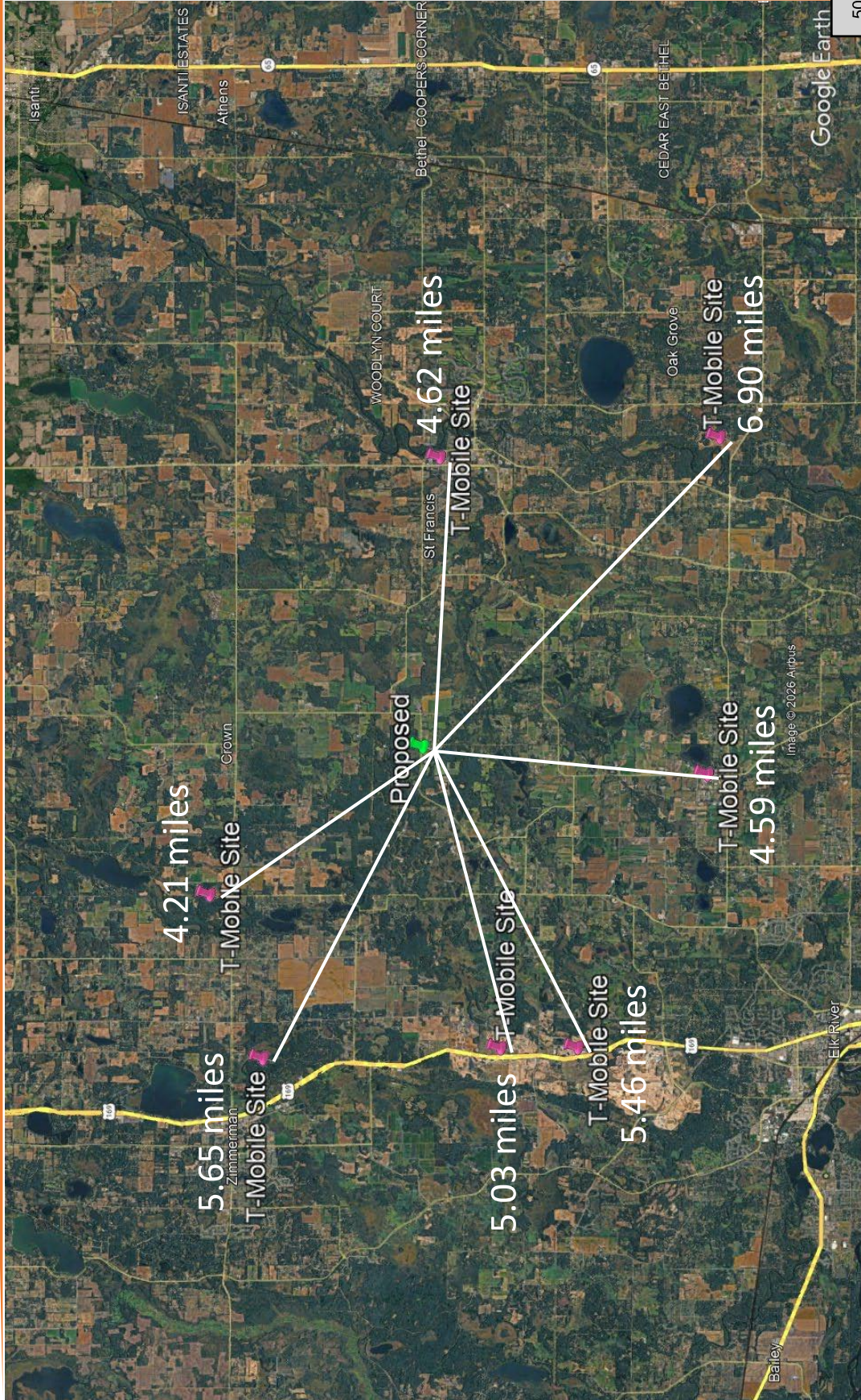
FCC maps show a lack of coverage SW of the proposed

Proposed Site

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2020

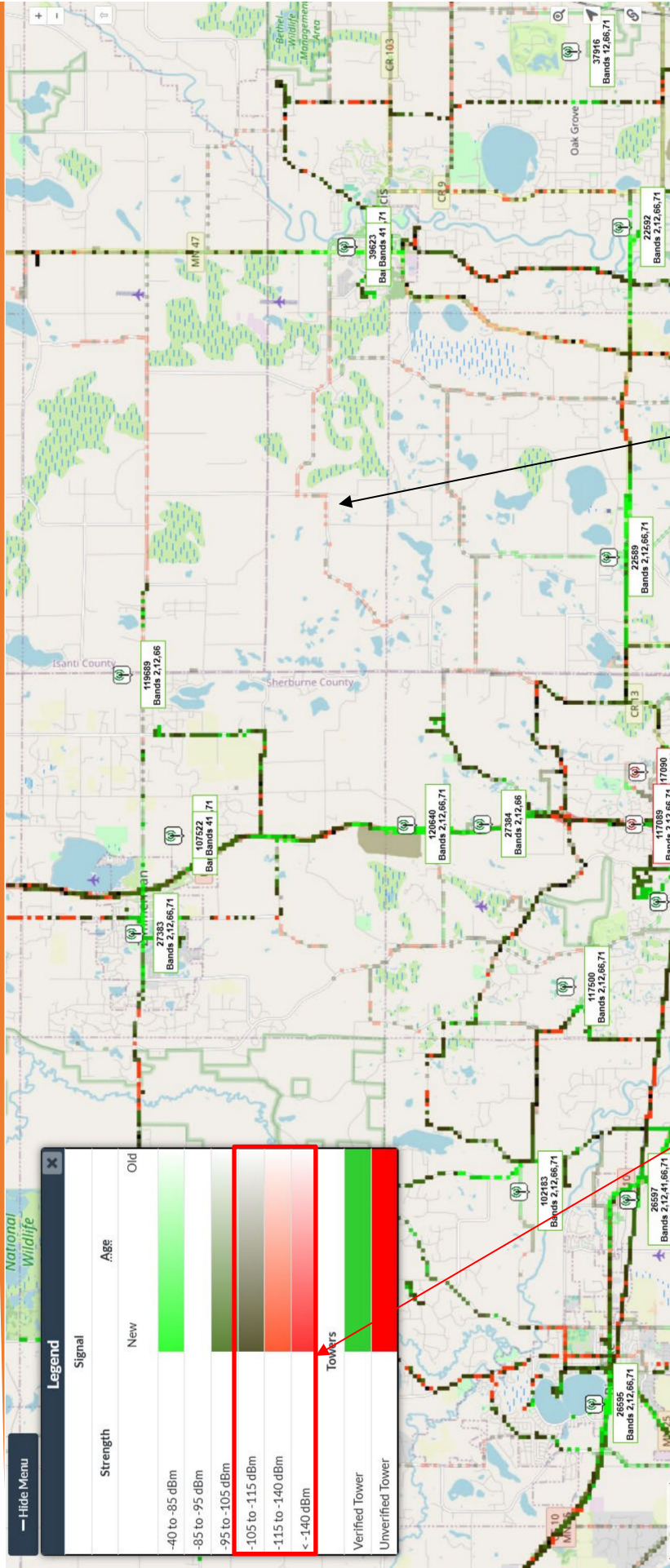
Existing T-Mobile Sites



CellMapper Data for T-Mobile

Agenda Item # 6A.

Source <https://cellmapper.net>



Proposed Site

Poor Service Quality

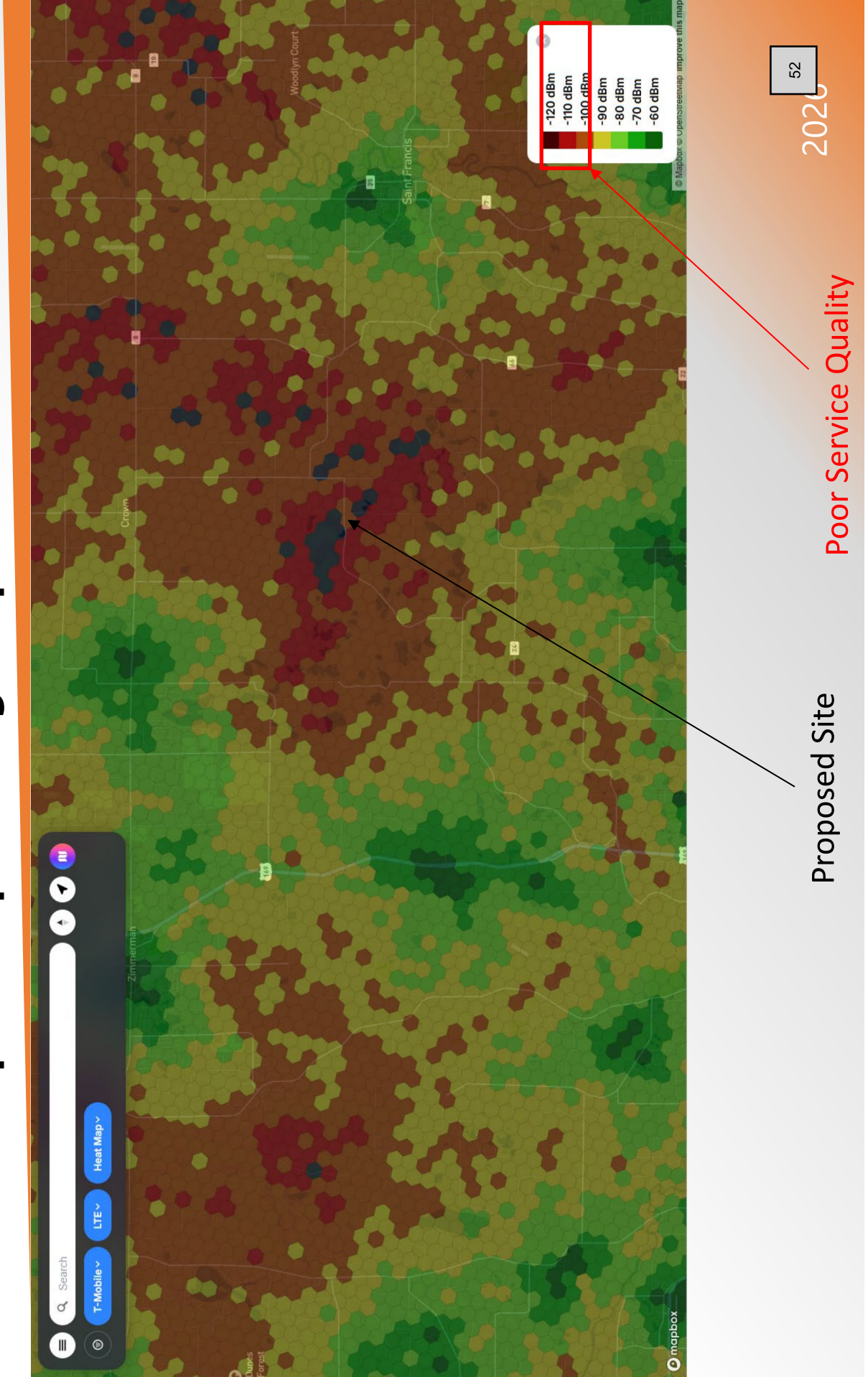
51

2020

Coverage Map Data for T-Mobile

Agenda Item # 6A.

Source <https://map.coveragemap.com>



Poor Service Quality

Proposed Site

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FCC Broadband Map

T-Mobile In-Vehicle Mobile

Agenda Item # 6A.

Source: <https://broadbandmap.fcc.gov/home>

FCC National Broadband Map

Environment: In Vehicle Mobile | Percent Coverage Threshold: >= 75

Selected Providers

Provider	Technology	Action
Verizon Communications Inc.	4G LTE	×
AT&T Inc.	4G LTE	×
T-Mobile USA, Inc.	4G LTE	×

Percentage of Area with Coverage

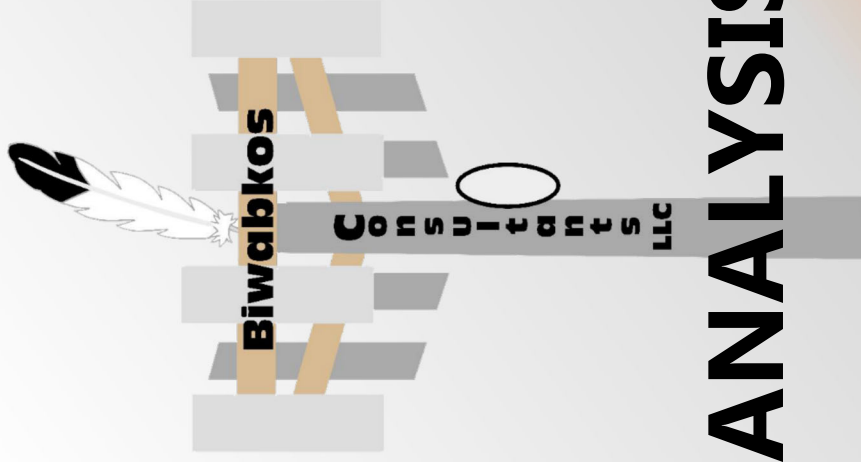
Provider	Percentage of Area with Coverage
Verizon Communi... 4G LTE	~25%
AT&T Inc. 4G LTE	~35%
T-Mobile USA, I... 4G LTE	~15%

Proposed Site

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2020

Vertical Bridge
MIN-5487 Spring Hill
Verizon MIN SPRING HILL
Capacity Site



ALTERNATE HEIGHT ANALYSIS

Alternate Height

- † Requested to review alternative height for proposed site
- † Primary objective is to provide capacity offload (throughput) to the surrounding sites that are over capacity
- † Provide better quality coverage to the area

Zoom – proposed site

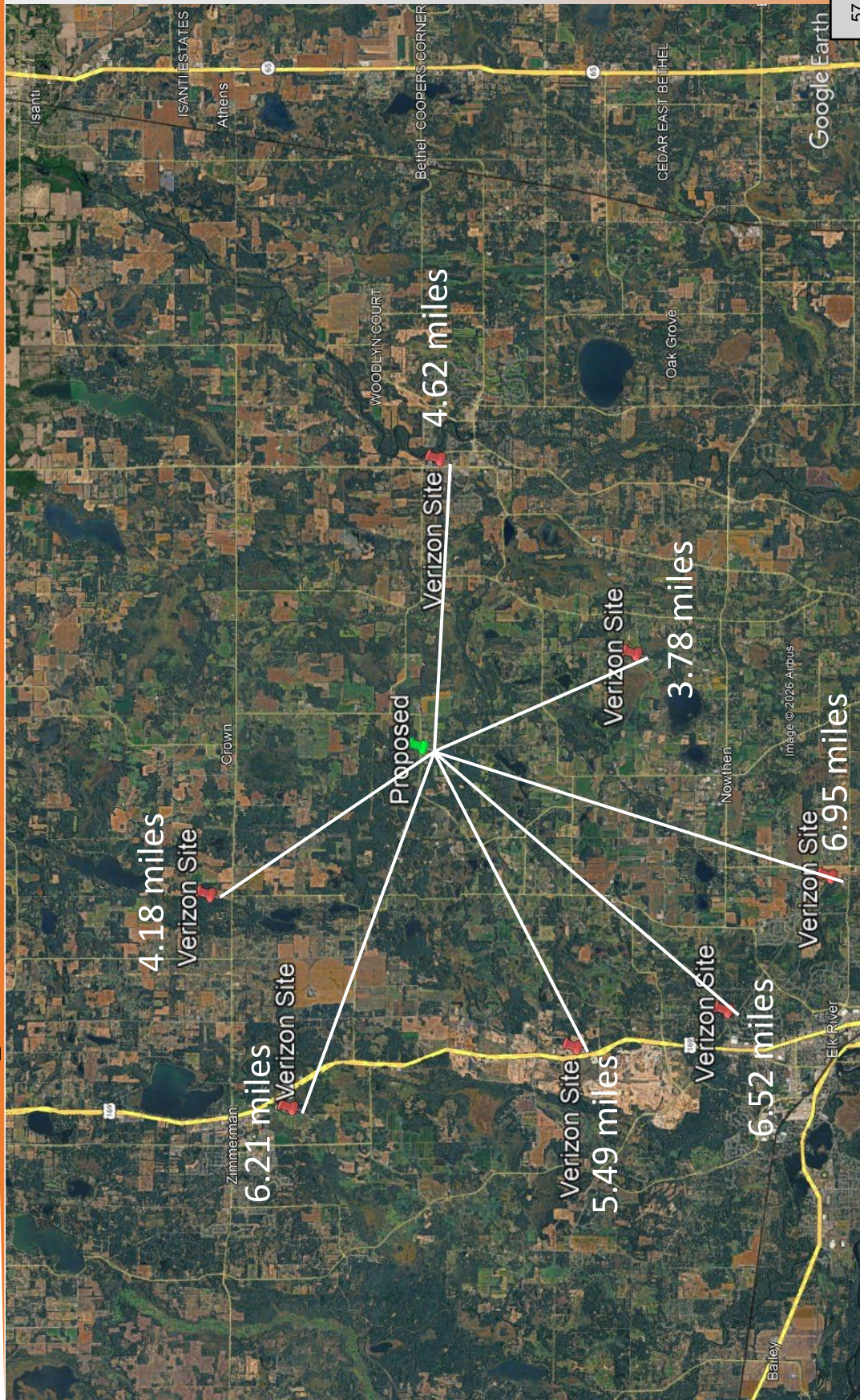
Agenda Item # 6A.



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Existing Verizon Sites and Proposed

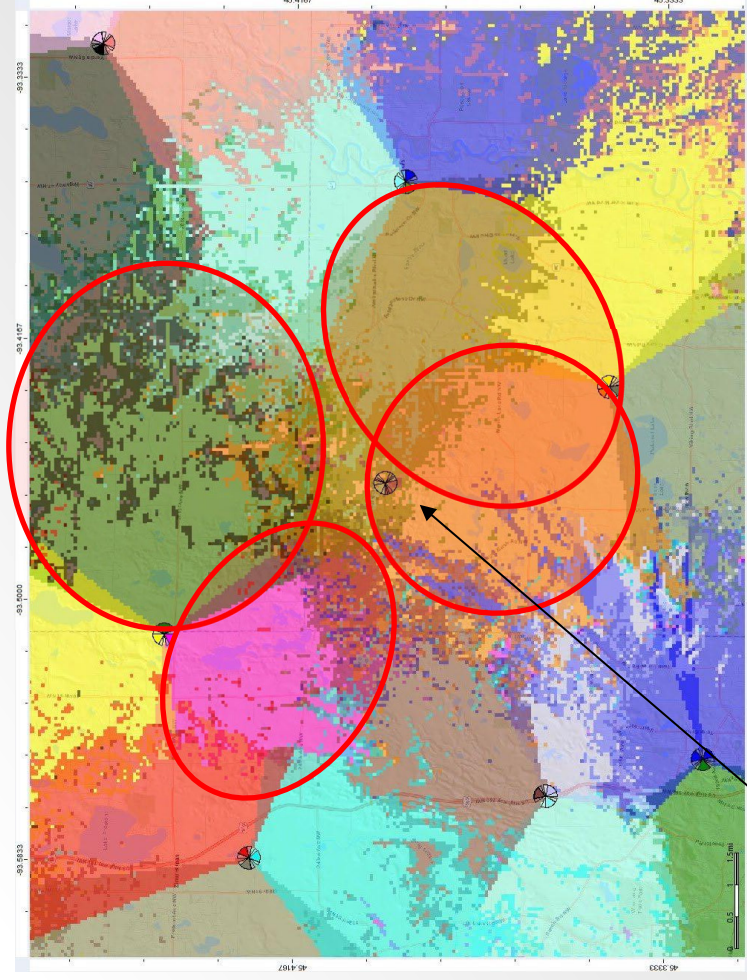


Capacity – an analogy

- † Water pipeline – Imagine a water pipe that feeds a residential street
- † If only **1** house connects to the pipe, they get **100%** of the capacity (gallons per minute / GPM)
- † If **(2)** houses connect each gets **50%** of the GPM, if **(4)** houses connect each gets **25%** of the GPM, if **(8)** houses connect each gets **12.5%** of the GPM
- † Take that analogy and compare it to a radio channel
- † A radio channel is a finite resource with a limit and much like the water pipe users share that resource.
- † The more users in an area on a channel the less GPM (Throughput) per user
- † This is what is happening in the area around the proposed, there are so many users requiring the throughput that the amount per user (throughput) is far below the quality standards for the wireless carrier

What is an Offload (Capacity) Site?

- Notice the (4) existing sites to the NW, East and South of the proposed cover the area of the proposed currently
- Mobiles around the proposed are jumping between these (4) sectors for service (coverage and bandwidth (throughput), this is shown by seeing the multiple colors mixed up in the area around the proposed
- This is causing a lower amount of throughput per user because they are on cell edge
- This is causing higher amount of power required to make link per user
- The amount of users in the area are above what the current sites can handle so it is low throughput per user and low quality for wireless customers
- To resolve this issue of low throughput wireless carriers design cell splits (capacity sites) to alleviate this problem



Proposed Site

Alternate Height

† Vertical Bridge and Verizon have requested a 195' monopole with a 4' lightning rod

- Verizon requested height is 190' AGL
- Future 2nd carrier would be located at 180' AGL
- Future 3rd carrier would be located at 170' AGL

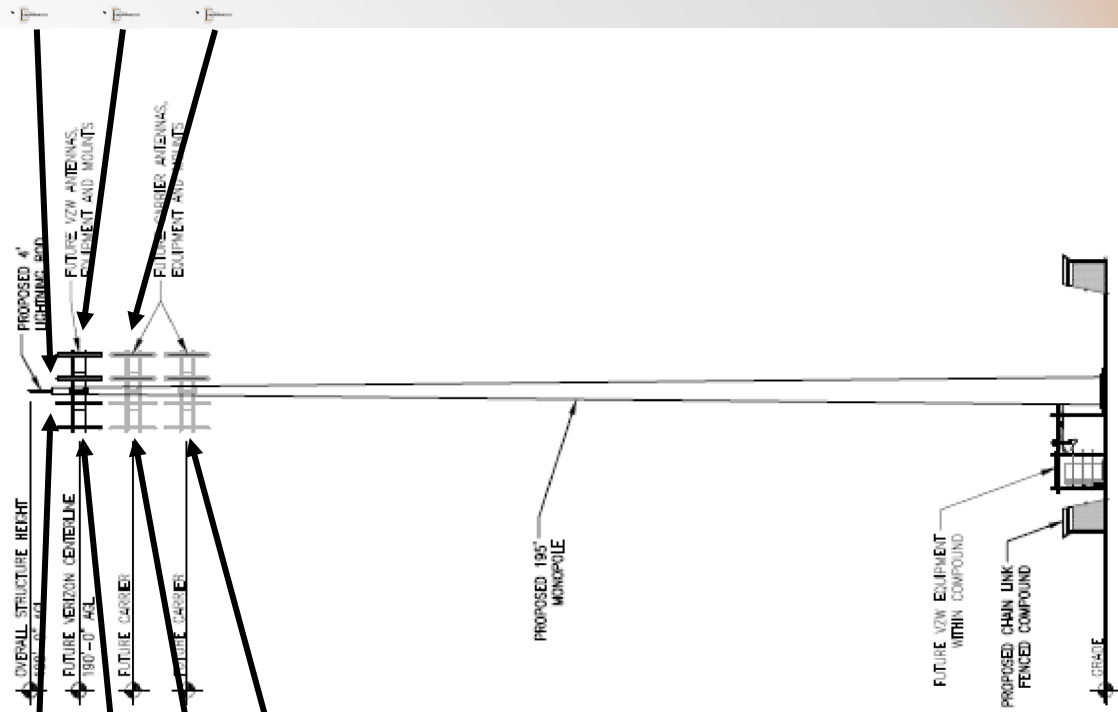
† Jurisdiction has a height limit placed on towers of 75' AGL

- Verizon height would be 71' AGL
- Future 2nd carrier would be located at 61' AGL

† Analysis was completed on Verizon antenna system/network

Alternate Height Graphic

75' AGL Tower
 71' AGL C/L
 61' AGL C/L



195' AGL Tower
 190' AGL C/L
 180' AGL C/L
 170' AGL C/L

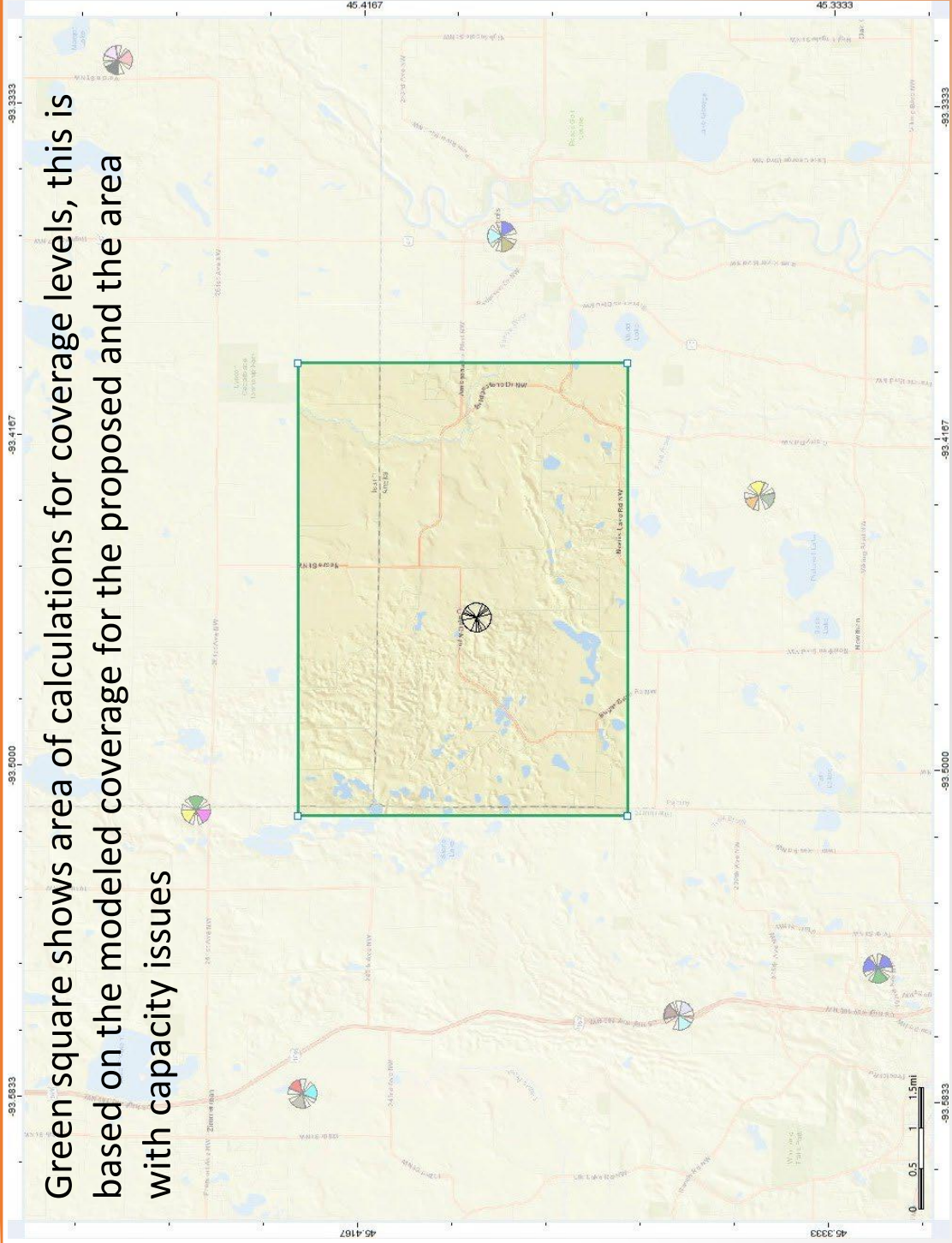
61

2020

Focus Zone

Agenda Item # 6A.

Green square shows area of calculations for coverage levels, this is based on the modeled coverage for the proposed and the area with capacity issues



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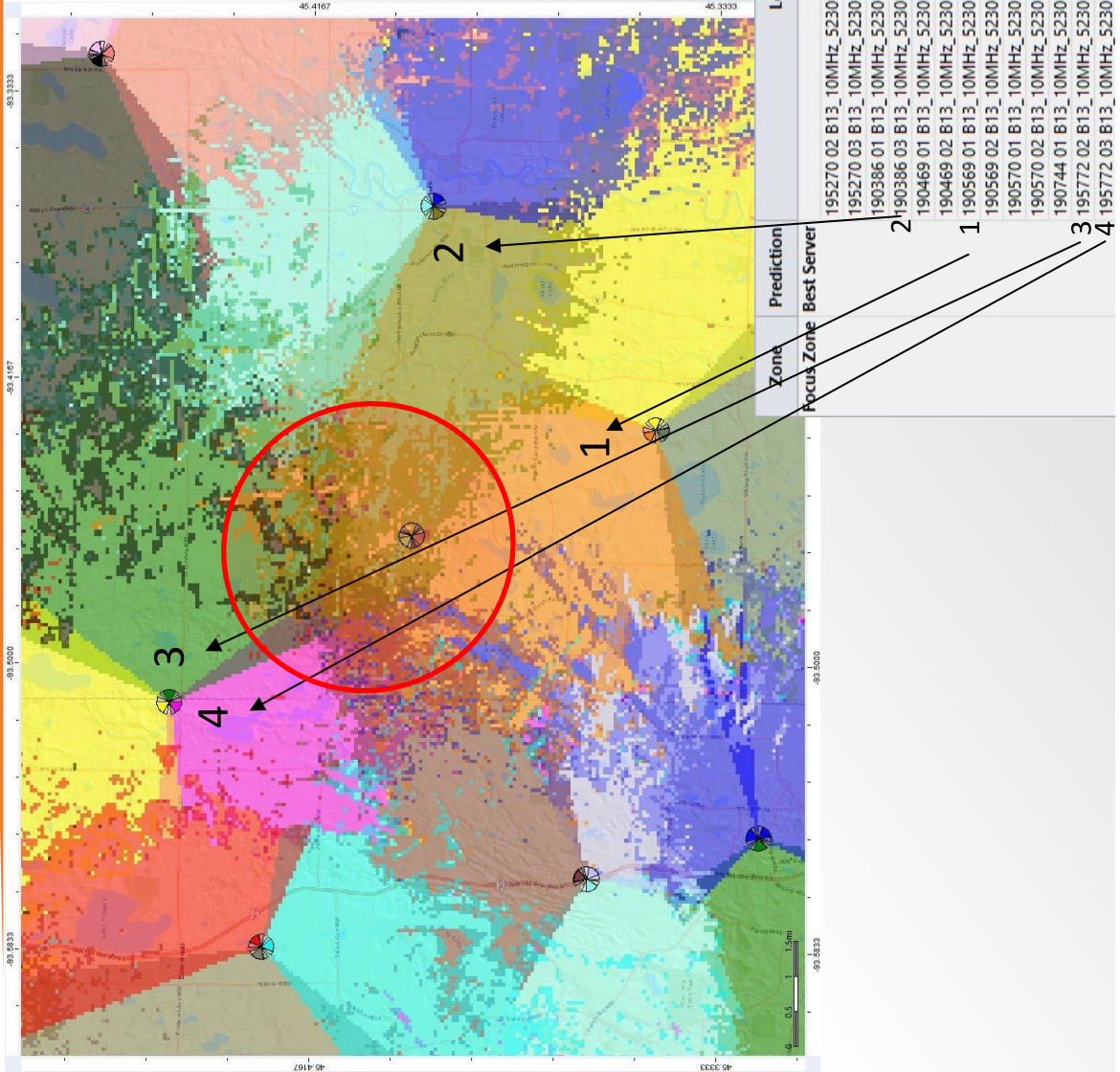
Best Server – low band Existing Coverage

Total Surface Area of Focus Zone	
Sector	(km ²)
1	32.0
2	28.52
3	11.24
4	7.24
Agenda Item # 6A.	
49.3	
19.4	
12.5	

Graphic to left shows coverage and capacity provided by existing Verizon sites, table below shows which sectors provide in the coverage objective Table below shows the amount of coverage provided by each sector in the coverage objective

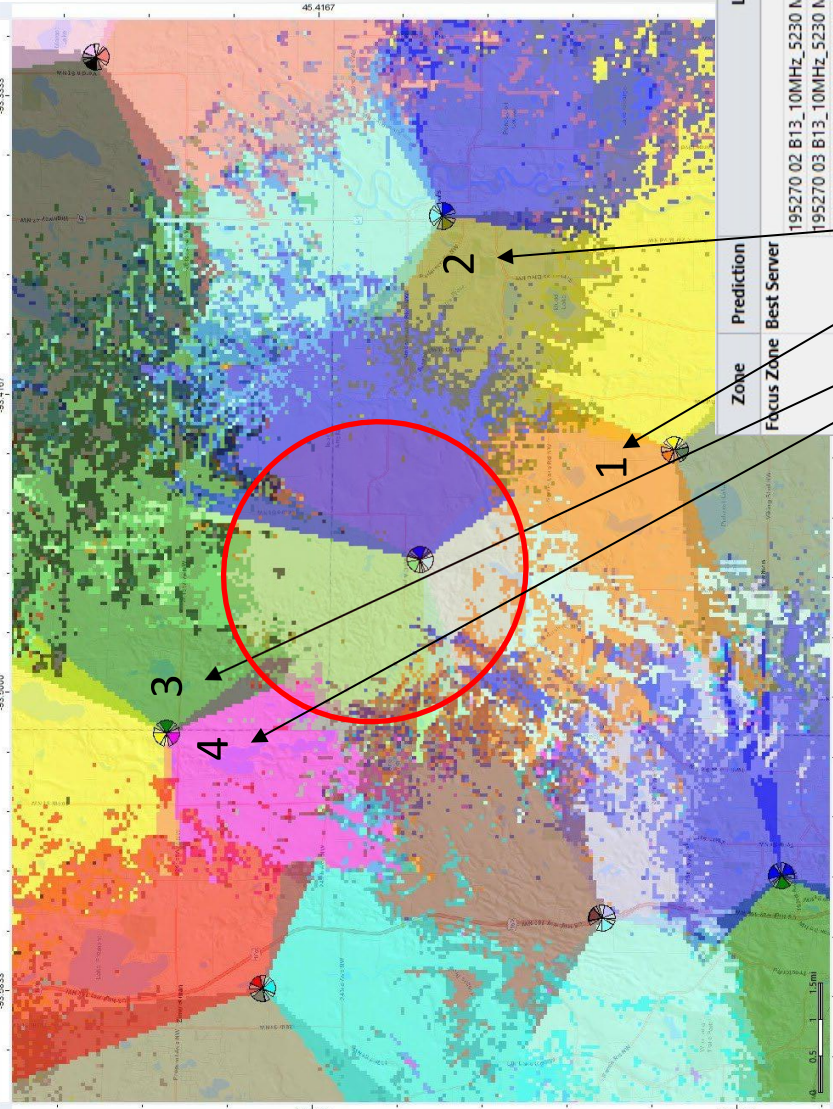
Overlapping coverage from (4) different sectors in area of proposed results in lower quality coverage and capacity

Adding a dominant coverage site will maximize the data speed, quality, and reliability of the wireless users' experience



Best Server – low band – 190’ AGL Proposed Coverage – 195’ Tower

Total Surface Area of Focus Zone	
Sector	(km ²) % of covered area
1	
2	Agenda Item # 6A.
3	1.47 2.5
4	3.69 6.4



A new site must reduce the amount of coverage being provided by the other sectors 1(orange), 2(lt brown), 3(green) and, 4(magenta) in the coverage objective.

Shown in top table above is the reduced sector coverage as compared to existing coverage on the previous slide.

The proposed site provides a dominant site and takes over coverage in the objective, and the Nowthen, St Francis and, STC Lavonia sites will be offloaded and optimized, and the capacity problems will be resolved

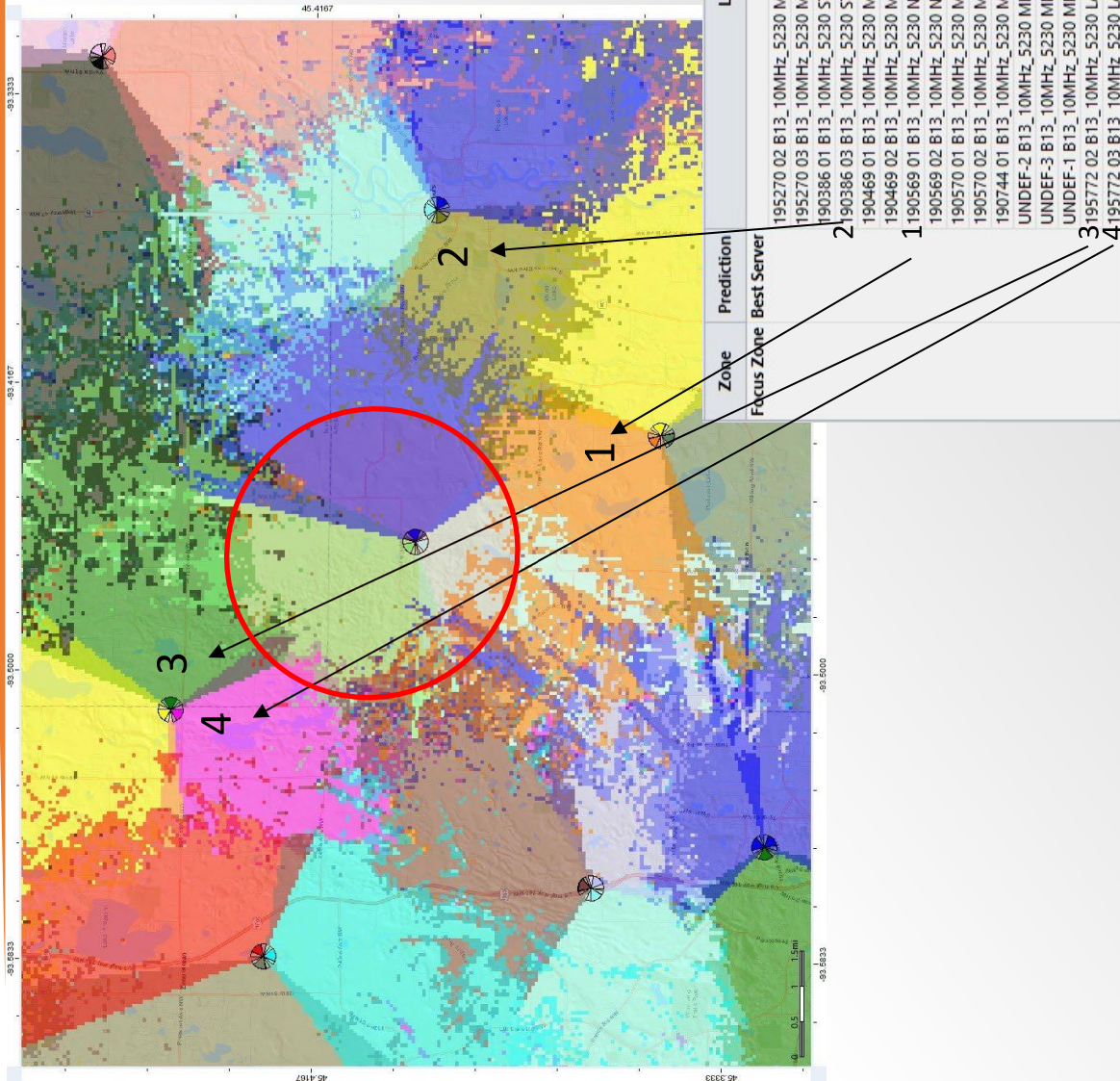
Zone	Prediction	Legend	Zone Surface (km ²)	Surface (km ²)	% of Covered Area	% Focus Zone
Focus Zone	Best Server		57.74763	57.900364	100	100
		195270 02 B13_10MHZ_5230 MIN06_MARGET_LAKE (D-0000)		0.053792	9.3e-02	9.3e-02
		195270 03 B13_10MHZ_5230 MIN06_MARGET_LAKE (D-0000)		0.322752	0.6	0.6
		190386 01 B13_10MHZ_5230 ST_FRANCIS (C-0000)		1.062392	1.8	1.8
		190386 03 B13_10MHZ_5230 ST_FRANCIS (C-0000)		6.434868	11.1	11.1
		190469 01 B13_10MHZ_5230 MIN_ZIMMERMAN (C-0000)		0.073964	0.1	0.1
		190469 02 B13_10MHZ_5230 MIN_ZIMMERMAN (C-0000)		0.114308	0.2	0.2
		190569 01 B13_10MHZ_5230 NOWTHEN (C-0000)		8.794992	15.2	15.2
		190569 02 B13_10MHZ_5230 NOWTHEN (C-0000)		0.860672	1.5	1.5
		190570 01 B13_10MHZ_5230 MIN_ELK_RIVER_NORTH (C-0000)		4.06802	7	7
		190570 02 B13_10MHZ_5230 MIN_ELK_RIVER_NORTH (C-0000)		0.63878	1.1	1.1
		190744 01 B13_10MHZ_5230 MIN_MILLENNIUM (C-0000)		3.32838	5.7	5.7
		UNDEF-2 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949379]		23.587793	40.7	40.7
		UNDEF-3 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949384]		12.849566	22.2	22.2
		UNDEF-1 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949374]		16.810001	29	29.1
		195772 02 B13_10MHZ_5230 LAVONIA (C-0000)		1.472556	2.5	2.5
		195772 03 B13_10MHZ_5230 LAVONIA (C-0000)		3.6982	6.4	6.4

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Best Server – low band – 170’ AGL Proposed Coverage – 195’ Tower

Total Surface Area of Focus Zone	
Sector	(km ²)
1	% of covered area
2	Agenda Item # 6A.
3	1.73
4	4.11
	3
	7.1

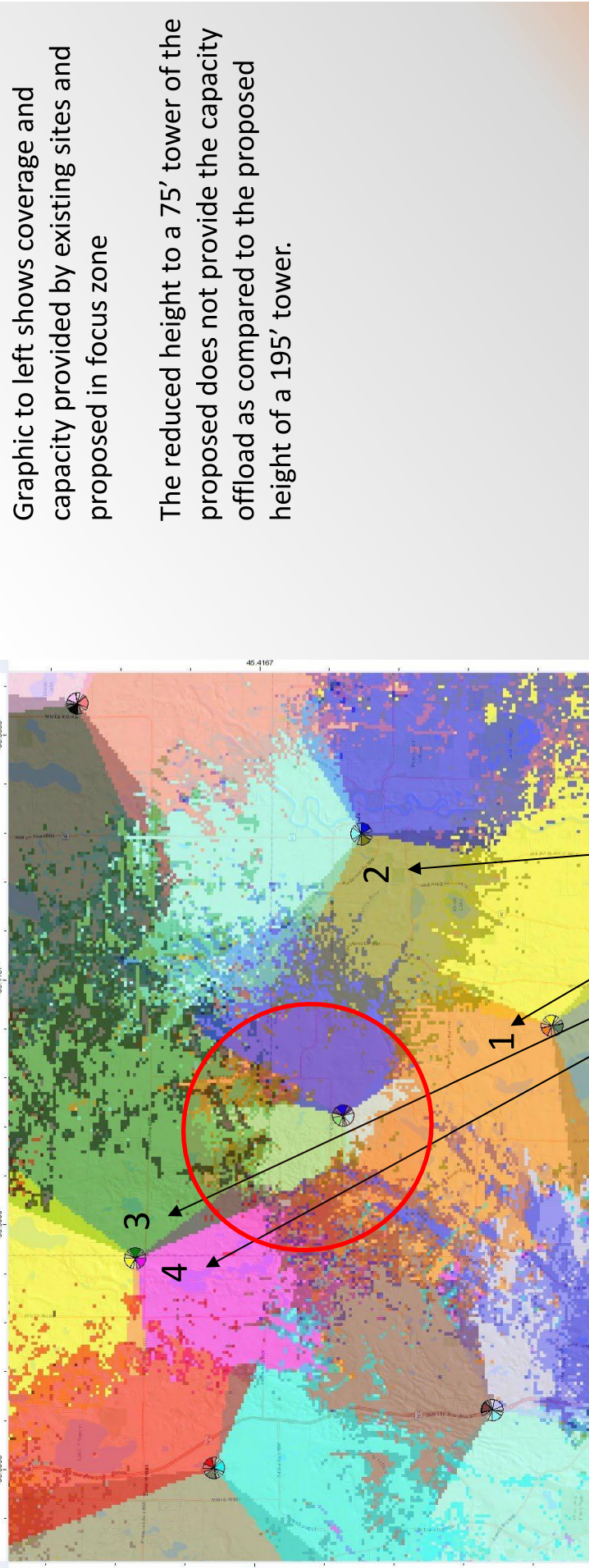
The lowest height for the 3rd carrier on the 195’ tower will not capacity offload as much as the 190’ antenna centerline but still provide the capacity offload needed.



Zone	Prediction	Legend	Zone Surface (km ²)	Surface (km ²)	% of Covered Area	% Focus Zone
Focus Zone	Best Server		57.74763	57.900364	100	100
		195270 02 B13_10MHZ_5230 MIN06_MARGET_LAKE (D-0000)		0.060516	0.1	0.1
		195270 03 B13_10MHZ_5230 MIN06_MARGET_LAKE (D-0000)		0.36982	0.6	0.6
		190386 01 B13_10MHZ_5230 ST_FRANCIS (C-0000)		1.338076	2.3	2.3
		190386 03 B13_10MHZ_5230 ST_FRANCIS (C-0000)		6.932444	12	12
		190469 01 B13_10MHZ_5230 MIN_ZIMMERMAN (C-0000)		0.073964	0.1	0.1
		190469 02 B13_10MHZ_5230 MIN_ZIMMERMAN (C-0000)		0.161376	0.3	0.3
		190569 01 B13_10MHZ_5230 NOWTHEN (C-0000)		10.933225	18.9	18.9
		190569 02 B13_10MHZ_5230 NOWTHEN (C-0000)		0.901016	1.6	1.6
		190570 01 B13_10MHZ_5230 MIN_ELK_RIVER_NORTH (C-0000)		4.821108	8.3	8.3
		190570 02 B13_10MHZ_5230 MIN_ELK_RIVER_NORTH (C-0000)		0.786708	1.4	1.4
		190744 01 B13_10MHZ_5230 MIN_MILLENNIUM (C-0000)		4.215948	7.3	7.3
		UNDEF-2 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949379]		23.157457	40	65
		UNDEF-3 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949384]		11.652693	20.1	28.2
		UNDEF-1 B13_10MHZ_5230 MIN_SPRING_HILL (C-0002) [26949374]		16.265356	28.1	3
		3195772 02 B13_10MHZ_5230 LAVONIA (C-0000)		1.734792	3	3
		4195772 03 B13_10MHZ_5230 LAVONIA (C-0000)		4.115088	7.1	7.1

Best Server – low band – 71’ AGL Proposed Coverage – 75’ Tower

Total Surface Area of Focus Zone	
Sector	(km ²) % of covered area
1	Agenda Item # 6A.
2	
3	6.54 11.3
4	6.48 11.2



Graphic to left shows coverage and capacity provided by existing sites and proposed in focus zone

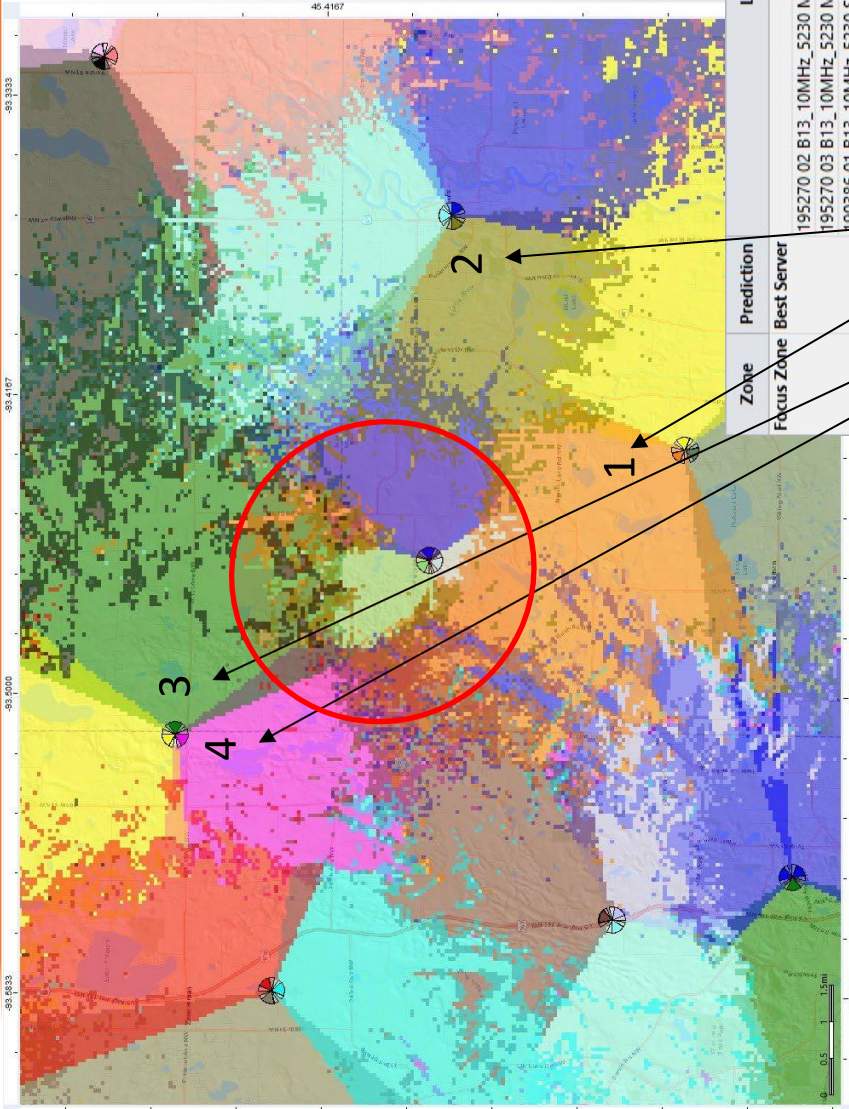
The reduced height to a 75’ tower of the proposed does not provide the capacity offload as compared to the proposed height of a 195’ tower.

Zone	Prediction Best Server	Legend	Zone Surface (km ²)	Surface (km ²)	% of Covered Area	% Focus Zone
Focus Zone			57.74763	57.900364	100	100
		195270 02 B13_10MHz_5230 MIN06_MARGET_LAKE (D-0000)		0.423612	0.7	0.7
		195270 03 B13_10MHz_5230 MIN06_MARGET_LAKE (D-0000)		1.620484	2.8	2.8
		190386 01 B13_10MHz_5230 ST_FRANCIS (C-0000)		3.409068	5.9	5.9
		190386 03 B13_10MHz_5230 ST_FRANCIS (C-0000)		13.642997	23.6	23.6
		190469 01 B13_10MHz_5230 MIN_ZIMMERMAN (C-0000)		0.107584	0.2	0.2
		190469 02 B13_10MHz_5230 MIN_ZIMMERMAN (C-0000)		0.322752	0.6	0.6
		190569 01 B13_10MHz_5230 NOWTHEN (C-0000)		19.499601	33.7	33.8
		190569 02 B13_10MHz_5230 NOWTHEN (C-0000)		1.062392	1.8	1.8
		190570 01 B13_10MHz_5230 MIN_ELK_RIVER_NORTH (C-0000)		8.021732	13.9	13.9
		190570 02 B13_10MHz_5230 MIN_ELK_RIVER_NORTH (C-0000)		0.981704	1.7	1.7
		190744 01 B13_10MHz_5230 MIN_MILLENNIUM (C-0000)		7.322436	12.6	
		UNDEF-2 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949379]		18.706169	32.3	
		UNDEF-3 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949384]		3.1939	5.5	66
		UNDEF-1 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949374]		8.445345	14.6	14.6
		195772 02 B13_10MHz_5230 LAVONIA (C-0000)		6.549177	11.3	11.3
		195772 03 B13_10MHz_5230 LAVONIA (C-0000)		6.481936	11.2	11.2

Best Server – low band – 51’ AGL Proposed Coverage – 75’ Tower

Total Surface Area of Focus Zone		
Sector	(km ²)	% of covered area
1	8.29	14.3
2	6.81	11.8
3	8.29	14.3
4	6.81	11.8

With a 75’ tower there can be only (2) tenants as moving down to a lowest height of 51’ AGL for the antenna centerline does not provide the capacity offload needed



Zone	Prediction	Legend	Zone Surface (km ²)	Surface (km ²)	% of Covered Area	% Focus Zone
Focus Zone	Best Server		57.74763	57.900364	100	100
		195270 02 B13_10MHz_5230 MN06_MARGET_LAKE (D-0000)		0.517748	0.9	0.9
		195270 03 B13_10MHz_5230 MN06_MARGET_LAKE (D-0000)		1.997028	3.4	3.5
		190386 01 B13_10MHz_5230 ST_FRANCIS (C-0000)		4.074744	7	7.1
		190386 03 B13_10MHz_5230 ST_FRANCIS (C-0000)		16.796553	29	29.1
		190469 01 B13_10MHz_5230 MIN_ZIMMERMAN (C-0000)		0.107584	0.2	0.2
		190469 02 B13_10MHz_5230 MIN_ZIMMERMAN (C-0000)		0.322752	0.6	0.6
		190569 01 B13_10MHz_5230 NOWTHEN (C-0000)		22.041275	38.1	38.2
		190569 02 B13_10MHz_5230 NOWTHEN (C-0000)		1.129632	2	2
		190570 01 B13_10MHz_5230 MIN_ELK_RIVER_NORTH (C-0000)		8.411724	14.5	14.6
		190570 02 B13_10MHz_5230 MIN_ELK_RIVER_NORTH (C-0000)		0.981704	1.7	1.7
		190744 01 B13_10MHz_5230 MIN_MILLENNIUM (C-0000)		7.598121	13.1	13.1
		UNDEF-2 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949379]		16.547764	28.6	28.6
		UNDEF-3 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949384]		2.662704	4.6	4.6
		UNDEF-1 B13_10MHz_5230 MIN_SPRING_HILL (C-0002) [26949374]		6.851756	11.8	11.9
		195772 02 B13_10MHz_5230 LAVONIA (C-0000)		8.290692	14.3	14.4
		195772 03 B13_10MHz_5230 LAVONIA (C-0000)		6.811412	11.8	11.8

Best Server Comparison Low Band

- Primary Goal is that proposed site provides needed overlap/offload of capacity/users to the (4) site/sectors in the area
- 75' AGL tower provides **32%** less offload than the 195' AGL tower
- 75' AGL tower height limits the number of additional tenants to (1)

Low Band offload comparison					
Sector	Current km ²	190' AGL km ²	170' AGL km ²	71' AGL km ²	51' AGL km ²
1	32.06	8.79	10.93	19.49	22.04
2	28.52	6.43	6.93	13.64	16.79
3	11.24	1.47	1.73	6.54	8.29
4	7.24	3.69	4.11	6.48	6.81
Total	79.06	20.38	23.7	46.15	53.93
Offload Difference		74%	70%	42%	32%

Low Band % Covered Area Comparison					
Sector	Current km ²	190' AGL km ²	170' AGL km ²	71' AGL km ²	51' AGL km ²
1	55.4	15.2	18.9	33.7	38.1
2	49.3	11.1	12.0	23.6	29.0
3	19.4	2.5	3.0	11.3	14.3
4	12.5	6.4	7.1	11.2	11.8

Conclusion

- † The tower height limitation of a 75' AGL tower does not offload the overloaded sectors enough to resolve the over capacity issues from the (4) sectors providing service around the proposed
- † The 195' AGL proposed tower provides the amount of coverage overlap needed as well as the offload percentages for the existing sites.
- † The 75' AGL tower is also tall enough to allow for more than (1) operator to collocate
- † Recommend approval of the proposed tower at 195' AGL



February 5, 2026

Pete Ryner
The Towers, LLC
750 Park Of Commerce Drive, Suite 200
Boca Raton, Florida 33487

B+T Group
1717 S. Boulder, Suite 300
Tulsa, OK 74119
(918) 587-4630
btwo@btgrp.com

Subject:	Fall Certification Letter
Arcosa Designation:	Arcosa Project Number: C194
	Arcosa Site Name: Spring Hill (US-MN-5487)
Engineering Firm Designation:	B+T Group Project Number: 26-000743
Site Data:	Spring Hill (US-MN-5487) 195' Monopole

To Whom it May Concern:

As Requested by Arcosa Telecom Structures on behalf of The Towers, LLC, B+T Group is pleased to submit this "Fall Certification Letter" for the 195' Monopole to be constructed at the **Spring Hill (US-MN-5487)** site.

This pole will be designed in accordance with the TIA 222-H standard for Anoka County, MN. The pole will be designed to support antennas and transmission lines for four wireless carriers. The design criteria are more particularly described as follows:

Design Wind Speed: 109mph 3-sec gust (no ice), 50mph 3-sec gust (1.5" ice)
Structure Class: II
Exposure Category: C
Topographic Category: 1

- 190'—Wireless Carrier 1 (CaAa= 42,000 sq in w/ (18) 1 5/8" transmission lines
- 180'—Wireless Carrier 2 (CaAa= 30,000 sq in w/ (12) 1 5/8" transmission lines
- 170'—Wireless Carrier 3 (CaAa= 30,000 sq in w/ (12) 1 5/8" transmission lines
- 160'—Wireless Carrier 4 (1) 6' MW Dishes w/ (9) 1.625 transmission lines

It is our understanding that this Monopole structure will be designed such that, if a failure were to occur due to a significant storm or other event, the pole would fall within a radius of 100' from the base of the structure. Although the pole would not be designed to fail, stronger sections that required by analysis would be provided in the lower sections of the pole, resulting in an increased safety factor in the lower sections. In the highly unlikely event that this pole were to experience operational failure due to catastrophic wind loading, the design would enable the pole to fail through compression buckling. Failure in this manner would result in the upper portion of the pole buckling and folding over the lower portion, resulting in a fall radius of 100' from the base of the pole. This opinion does not consider unpredictable extreme catastrophic events for which the structure is not designed. However, any damage to surrounding property caused by the pole failing during such an event would be relatively insignificant when compared to the damage caused to the surrounding property by the event itself. Please contact us should you have any questions concerning the safety and design of the monopole.

Letter prepared by: Clint Coody
Respectfully Submitted by: B+T Group, Inc.

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Chad E. Tuttle, P.E.

Print Name: CHAD E. TUTTLE

Signature:

Date 2/5/26 License # 42966

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

RESOLUTION 2017 - 47

A RESOLUTION APPROVING CONDITIONAL AND INTERIM USE PERMITS TO
ALLOW A TELECOMMUNICATIONS FACILITY AND TOWER EXCEEDING
SEVENTY-FIVE FEET IN HEIGHT
ON THE UNADDRESSED PROPERTY
(P.I.N. 33-34-25-21-0001)

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of St. Francis, Minnesota was held on the 4th day of December, 2017. The following members were present: Mayor Steve Feldman, Council members Jerry Tveit, Joe Muehlbauer, Robert Bauer and Rich Skordahl.

Council Member Bauer introduced the following Resolution and moved its adoption:

WHEREAS, the City of St. Francis is a municipal corporation, organized and existing under the laws of the State of Minnesota; and,

WHEREAS, the City Council of the City of St. Francis has adopted a comprehensive plan and corresponding zoning regulations to promote orderly development and utilization of land within the city; and,

WHEREAS, Verizon Wireless (“Applicant”) is the proposed lessee of the property located at the unaddressed parcel generally located at the SW of Hill and Dale Drive & Variolite St. NW (“Subject Property”) which is legally described as follows:

See Attachment A

WHEREAS, the Property is a vacant parcel zoned A-2 (Rural Estate Agricultural); and

WHEREAS, the Applicant is seeking both a Conditional Use Permit (CUP) for a new telecommunications (cell) tower, and an Interim Use Permit (IUP) to allow the tower to exceed 75 feet in height; and

WHEREAS, the comprehensive plan guides this lot for Agricultural use; and

WHEREAS, the corresponding zoning assigned to the property (A-2) allows a telecommunications tower as a conditionally permitted use; and

WHEREAS, the City's Personal Wireless Service Antenna ordinance allows for towers in certain districts (including the A-2 District) to exceed 75 feet in height through an interim use permit; and

WHEREAS, staff fully reviewed the request and prepared a report complete with findings and recommendations for Planning Commission and City Council consideration; and

WHEREAS, the Planning Commission on October 18, 2017, opened and closed a duly noticed public hearing and considered the applicant's submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and tabled the request for a conditional use permit to allow the applicant to apply for an interim use permit for height consideration; and

WHEREAS, subsequent to the October public hearing, the Applicant applied for an interim use permit to address the City's requirements for a tower in excess of 75 feet in the A-2 zoning district; and

WHEREAS, the Planning Commission on November 15, 2017, opened and closed a second duly noticed public hearing and once again considered the applicant's submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by Council; and

WHEREAS, the City Council subsequently considered on December 4, 2017, the recommendations of Staff and the Planning Commission, the Applicant's submissions, the contents of the staff report, public testimony, and other evidence available to the Council;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves both a Conditional Use Permit (CUP) to allow a new telecommunications tower and appurtenant equipment and an Interim Use Permit (IUP) for a tower exceeding 75 feet to allow the proposed 100 foot tower (plus 9 foot lightning rod) at the Subject Property based on the following findings of fact:

1. The proposal is consistent with the Agricultural designation in the City's Comprehensive Plan as telecommunication uses are a conditional use in the city's agricultural zoning districts.
2. The city acknowledges the need for telecommunications facilities in the community to provide service to residents and businesses.
3. The Verizon proposal is necessary for continued adequate service for area users and that the need for the facility cannot be met through colocation on other existing towers or facilities in the immediate area.
4. The proposed monopole tower and antennae are designed to minimize the visual impact to the area.

5. The proposed tower, appurtenant equipment and enclosure design when modified consistent with the conditions recommended by the City's Planning Commission, will not have a significant detrimental impact on the surrounding neighborhood.
6. With the recommended conditions attached to the approval of the conditional and interim use permits, the site will maintain safe and healthful conditions.

BE IT FURTHER RESOLVED, that approval of the Conditional Use and Interim Use Permits for the proposed telecommunication tower exceeding 75 feet in height shall be subject to the following conditions:

1. All obsolete and unused antennas shall be removed by the property owner within twelve (12) months of cessation of operation at the site.
2. All antennas shall be in compliance with all City building and electrical code requirements and as applicable shall require related permits.
3. Structural design, mounting and installation of the antenna shall be in compliance with manufacturer's specifications, and as may be necessary as determined by the Zoning Administrator and Building Official, shall be verified and approved by a structural engineer.
4. Written authorization for antenna erection shall be provided by the property owner.
5. No advertising message shall be affixed to the antenna structure, tower or other site improvements.
6. Tower shall be painted a non-contrasting color consistent with the surrounding area such as: blue, gray, brown, or silver, or have a galvanized or oxidized finish to reduce visual impact.
7. All application materials plans and specifications are incorporated by reference and made part of the conditional use permit.
8. Transmitting, receiving and switching equipment shall be housed within a new equipment building. Architectural design to be approved by the city prior to receiving a building permit.
9. The proposed security enclosure will be constructed with an eight foot chain link fence and gate equipped with tubular vinyl slats. Final design to be approved by city staff prior to building permitting.
10. The proposed landscape plan will include a 20 foot buffer zone between the installation and the property to the south. In addition, the plan will include red maple trees, with a minimum size of 2-1/2 inch, balled and burlap stock, with consideration given to screening from all sides.
11. No lighting will be allowed on the proposed pole unless required by another governmental agency.

12. The applicant to satisfy the city engineer's requirements for an acceptable grading and storm water pollution prevention plan.
13. Adequate erosion control shall be in place throughout the duration of the project.
14. Ground cover shall be established with final landscaping as quickly as possible following final grades and completion of construction activities.
15. Damage to adjacent roadways caused by construction activities or deliveries related to this project shall be repaired at the applicant's expense.
16. The applicant and property owner both agree to enter into a development agreement with the city and to be equally responsible for decommissioning the site and removing all improvements when the lease expires and/or the facility becomes abandoned.
17. The applicant and property owner will enter into a development agreement which specifies and incorporates the terms and conditions of the conditional use permit and interim use permit approvals.
18. A financial security (or securities), will be provided to the city to ensure the installation of enhancements including; proposed equipment building, landscaping, grading and stormwater management improvements, the screening fence enclosure and for the final decommissioning of the site.
19. The applicant shall sign a consent agreement from the City of St. Francis agreeing:
 - a. *That the applicant, owner, operator, tenant and/or user has no entitlement to future re-approvals of the Interim Use Permit;*
 - b. *That the interim use will not impose additional cost on the public if it is necessary for the public to fully or partially take the property in the future; and*
 - c. *That the applicant, owner, operator, tenant and/or user will abide by conditions of approval attached to the Interim Use Permit.*
20. The interim use shall terminate upon an event of either a violation of the conditions of the conditional use permit, or upon expiration of the original lease term including any extensions thereto.
21. In the event the interim use is discontinued, the permit shall lapse by non-use six (6) months after notice from the City.

The motion for adoption of the foregoing resolution was duly seconded by Council Member Muehlbauer and, upon vote being taken thereon, the following voted in favor thereof: Feldman, Tveit, Muehlbauer, Bauer and Skordahl. The following voted against or abstained: None.

Whereupon the resolution was declared duly passed and adopted the 4th day of December, 2017.

SDF
Steven D. Feldman, Mayor

ATTEST:

Barbara T. Held
Barb Held, City Clerk

12/05/2017
Dated

The undersigned Applicants have read, understand and hereby agree to the terms of this resolution and on behalf of himself/herself, his/her heirs, successors and assigns, hereby agree to the conditions set forth above, and to the recording of this resolution and attachments in the chain of title of the property.

Dated _____
Raymond H. Jones (Trustee)

Subscribed and sworn to before me this _____ day of _____, 2017.

Notary Public

Dated 12/21/2017
Patrick Casey
Verizon Wireless, Patrick Casey, Manger

Subscribed and sworn to before me this 21st day of December, 2017.

Susan Blixrud
Notary Public



ATTACHMENT A
Legal Description – Subject Property

The Northeast Quarter of the Northwest Quarter of Section 33, Township 34, Range 25, Anoka County, Minnesota, Except the West 334.60 Feet Thereof.



**PLANNING COMMISSION
AGENDA REPORT**

TO: St. Francis Planning Commission
FROM: Beth Richmond, Planner
SUBJECT: Request to Amend Agenda to Add Public Comments Received for Tower CUP/IUP Public Hearing
DATE: 5-20-2025

Please consider amending tonight’s agenda under Consideration of Agenda to add additional pages to the packet starting with page 77 to receive the public comments submitted since the Planning Commission packet was prepared.

From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: Strong opposition to proposed 195ft tower
Date: Saturday, May 16, 2026 10:52:03 AM

Dear Ms. Richmond and Planning Commission Members,

I am writing to strongly oppose the proposed Conditional Use Permit and Interim Use Permit for the 195-foot wireless tower planned near Variolite St NW and Hill and Dale Drive NW.

This proposal is incompatible with the residential and rural character of the surrounding area. A 195-foot industrial-style tower would dramatically alter the landscape, create a significant visual intrusion for nearby homeowners, and negatively impact the character and enjoyment of surrounding properties.

I am also deeply concerned about the effect this tower could have on nearby property values. Many residents chose this area because of its open rural setting and residential atmosphere. Placing a structure of this magnitude in close proximity to homes risks permanently changing the appeal and desirability of the neighborhood.

In addition, the proposal raises concerns regarding:

- insufficient setbacks from homes and residential properties
- tower lighting and nighttime visibility
- noise from associated equipment and backup generators
- long-term expansion of additional antennas or carrier equipment
- safety concerns related to lightning strikes and supporting electrical infrastructure

While I understand the need for reliable wireless service, I strongly believe alternative locations should be explored that are farther from residential neighborhoods and less impactful to homeowners and the surrounding community.

I respectfully urge the Planning Commission and City Council to deny this request or require the applicant to pursue a more appropriate location with greater separation from homes and neighborhoods.

Is the area of the SW corner of 5 and 24 a better option? Its on a busier road with better access. Variolite st isn't built for this kind of construction traffic.

Thank you for your consideration and for taking the concerns of local residents seriously.

Sincerely,

Kristine Jeter (Property owner on Variolite street)

From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: RE: Strong opposition to proposed 195ft tower
Date: Monday, May 18, 2026 8:36:41 AM

Hi Beth,
The neighborhood is wondering only a few of us surrounding the area were notified?
We live in really close proximity to it and we found out from a neighbor on our neighborhood Bulletin page.
This is concerning that our peaceful little country neighborhood could have this eyesore and traffic involved in construction, the noise etc!
My house is well within 1/8 of a mile of this on variolite st- just few lots south east and 195ft will absolutely be visible from my property. How will this affect my property values going forward? Could we expect a noticeable drop in property taxes if our neighborhood has to look at this eyesore?
I have attached a photo of all the surrounding cell towers radio towers, there are already so many in close proximity.
How can the proposed prove that this is needed? I see no need for it!
Again, why weren't all the residents within close proximity notified?
We will all see you Wednesday night.

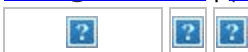
----- Original message -----
From: Beth Richmond <beth@hkgi.com>
Date: 5/18/26 8:23 AM (GMT-06:00)
To: kristiera82 <kristiera82@yahoo.com>
Cc: Jodie Steffes <JSteffes@stfrancismn.gov>
Subject: RE: Strong opposition to proposed 195ft tower

Hi Kristine,

Thanks for your comments. They will be shared with the Planning Commission at Wednesday's meeting.

Beth Richmond
AICP

PLANNER
BETH@HKGI.COM | (612) 252-7145



From: kristiera82 <kristiera82@yahoo.com>
Sent: Saturday, May 16, 2026 10:52 AM

From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: RE: Strong opposition to proposed 195ft tower
Date: Monday, May 18, 2026 9:18:49 AM
Attachments: [image001.png](#)

There is already a Verizon Wireless Tower by the St Francis Police Department which is less than 4 MI away from this location on variolite Street

----- Original message -----
From: Beth Richmond <beth@hkgi.com>
Date: 5/18/26 8:23 AM (GMT-06:00)
To: kristiera82 <kristiera82@yahoo.com>
Cc: Jodie Steffes <JSteffes@stfrancismn.gov>
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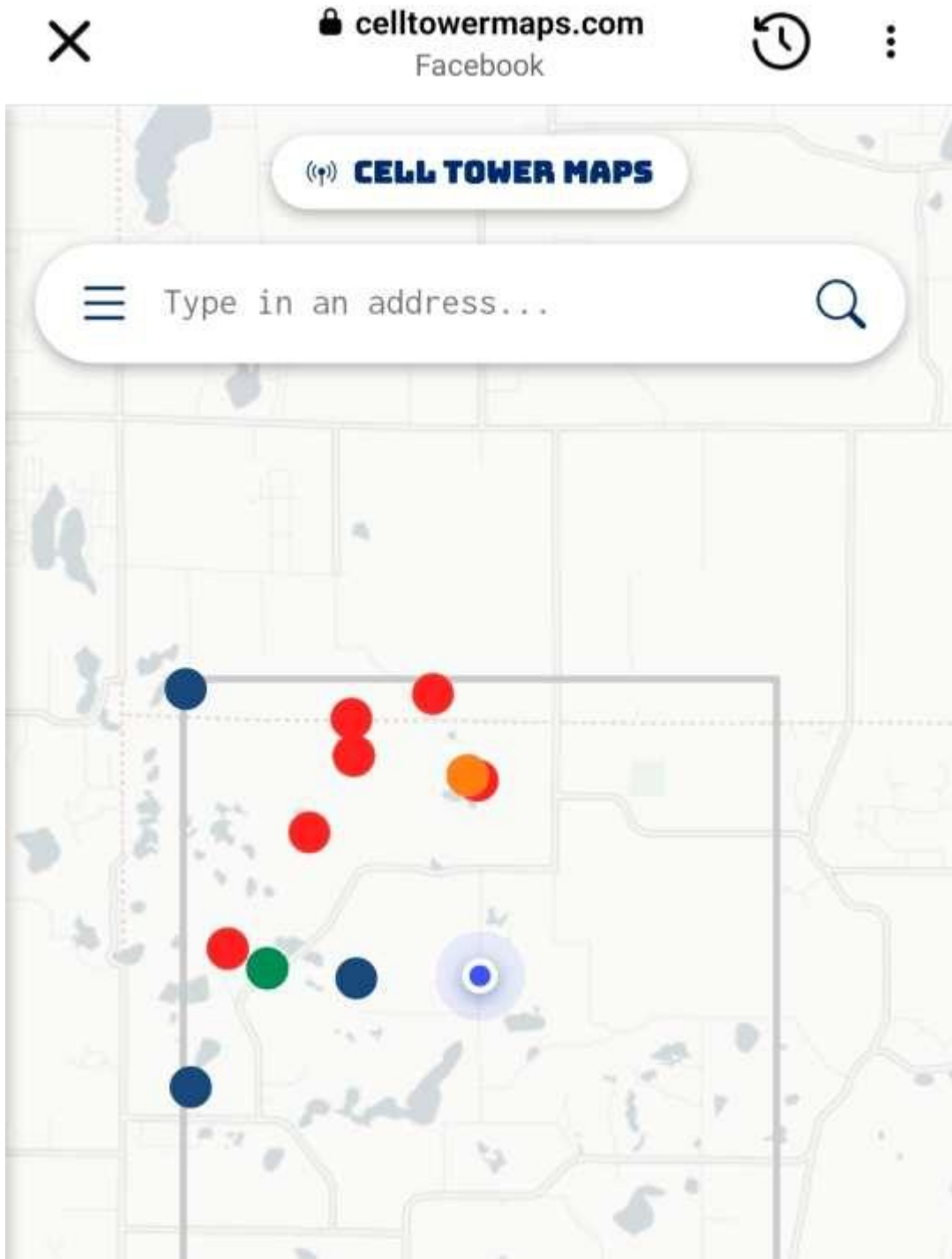


From: kristiera82 <kristiera82@yahoo.com>
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From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: RE: Strong opposition to proposed 195ft tower
Date: Monday, May 18, 2026 2:26:18 PM

Beth,

Thank you for all that information, I will send the packet Information to the neighborhood. I do see the proposed spot is the Red Dot I've added to the image you sent me which would definitely include my property within the 1000 ft.

So. What are the chances this gets approved and constructed?

Kristine

----- Original message -----
From: Beth Richmond <beth@hkgi.com>
Date: 5/18/26 10:58 AM (GMT-06:00)
To: kristiera82 <kristiera82@yahoo.com>
Cc: Jodie Steffes <JSteffes@stfrancismn.gov>
Subject: RE: Strong opposition to proposed 195ft tower

Hi Kristine,

Within the Rural Service Area, the City notifies properties that are within 1,000' of the property boundaries of the subject site when there is an application like this. I've attached the map of the properties that were notified. This notification distance was increased to 1,000' (from 350') a few years ago to reflect the nature of the Rural Service Area with its larger lots to ensure that those that would be most impacted by an application would be informed.

If you haven't already, I strongly recommend reviewing the packet materials that were prepared for this application. These are available online and contain the analysis and studies that the applicant submitted which inform the proposed location and height of the tower. The packet can be found here: <https://www.stfrancismn.gov/1299/Agendas-and-Minutes>

Beth Richmond
AICP

PLANNER
BETH@HKGI.COM | (612) 252-7145



From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: RE: Strong opposition to proposed 195ft tower
Date: Wednesday, May 20, 2026 8:58:18 AM

Beth,

Could you please let me know if you get these pictures? Will you share them with your team?

This is what our neighborhood looks like, this is the beautiful untouched nature we value!! We look forward to seeing the hay bales every single year. A 195ft pole will ruin the whole feel of our area!! It will be so unsightly!!

The closest hay bale to the road our small son called "Frisbee" at 3 yrs old. This is Frisbee feild and we walk every warm day to get a view of the big wide open sky!

PLEASE deny this project or at least scale it down so it does ruin the aesthetic of our country neighborhood!!!

Kristie

----- Original message -----

From: Beth Richmond <beth@hkgi.com>
Date: 5/18/26 10:58 AM (GMT-06:00)
To: kristiera82 <kristiera82@yahoo.com>
Cc: Jodie Steffes <JSteffes@stfrancismn.gov>
Subject: RE: Strong opposition to proposed 195ft tower

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Beth Richmond
AICP

PLANNER

From: [kristiera82](#)
To: [Beth Richmond](#)
Subject: RE: Strong opposition to proposed 195ft tower
Date: Wednesday, May 20, 2026 9:18:52 AM

Here are more photos I've taken over the last 10 years, please please share them!!!
This is what we value in our neighborhood!! We didnt move to the country to have it infiltrated with high tech, imagine this view with a 195ft pole and driveways and infrastructure ruining the whole feel!!

----- Original message -----

From: Beth Richmond <beth@hkgi.com>
Date: 5/18/26 10:58 AM (GMT-06:00)
To: kristiera82 <kristiera82@yahoo.com>
Cc: Jodie Steffes <JSteffes@stfrancismn.gov>
Subject: RE: Strong opposition to proposed 195ft tower

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Beth Richmond
AICP

PLANNER
BETH@HKG.COM | (612) 252-7145



From: kristiera82 <kristiera82@yahoo.com>
Sent: Monday, May 18, 2026 8:36 AM
To: Beth Richmond <beth@hkgi.com>







From: [Jade and Ginger Warren](#)
To: [Beth Richmond](#)
Subject: Cell tower
Date: Wednesday, May 20, 2026 11:48:41 AM

Hello Beth,

I will be attending the meeting tonight for the proposed 195-foot wireless service tower planned near Variolite Street NW and Hill and Dale Drive NW.

It is deeply concerning and frustrating that we were not notified of this meeting in time to submit a statement. In fact, we would not even know about the meeting had our neighbor not informed us. Almost nobody in our neighborhood even knew about this meeting. That is deeply frustrating considering all our properties and our homes will be impacted by this tower.

The lack of notification only speaks of corruption. Is it common for the city to blindsight residence like this? Do we need to contact the evening news to have our voices heard?

We would strongly encourage the city to decline approval of this tower. This tower is not wanted in our beautiful neighborhood. We did not move out here for the ugliness of the city to follow. We do not want our environment negatively impacted in way.

Furthermore, I would like to read the environmental impact study done regarding the building of this tower, and what the potential harm to our environment will be.

We will be at the meeting tonight.

Regards,

Ginger M. Warren