



CITY COUNCIL REGULAR MEETING
City Hall: 3750 Bridge St NW
Monday, April 20, 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 - April 6, 2026
 - B. Abandoned Property
Resolution 2026-09 declaring surplus property
 - C. Acknowledgement for Application for Temp On-Sale Liquor License – St. Francis Lions Club
 - D. TNT Fireworks – Sale of Consumer Fireworks License
 - E. Payment of Claims
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
 - A. Pioneer Days Update
- 7. PUBLIC HEARING**
- 8. OLD BUSINESS**
- 9. NEW BUSINESS**
 - A. Traffic Study Ambassador and Bridge St by WSB
 - B. Local Sales Tax - Information Only
 - C. Early Budget Discussion
 - D. Ordinance Amendment - City Code Chapter 7 - First Reading
Ordinance 357 amending City Code Chapter 7, Section 5, Sub. 3, 7, 9, 10, 14, and 20 adding Small Cell Wireless Facility
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
 - A. City Administrator Report
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**
 - May 02 - Dog Clinic - 9:00 am -12:00 pm @ Police Department
 - May 04 - City Council Meeting - 6:00 pm
 - May 18 - City Council Meeting - 6:00 pm
 - May 20 - Planning Commission Meeting - 7:00 pm
 - May 25 - Memorial Day - City offices closed

May 29 - May 31 - Pioneer Days
- 14. ADJOURNMENT**

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
St. Francis City Hall 3750 Bridge Street NW
April 6, 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, Amy Faanes, and Joe Muehlbauer.

Also present: Deputy Administrator-City Clerk Jenni Wida, Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, Community Development Director Jodie Steffes, City Planner Beth Richmond (HKGi), and Assistant City Attorney Travis Lutz (Barna, Guzy & Steffen).

3. APPROVAL OF AGENDA

MOTION BY: MUEHLBAUER SECOND: FAANES APPROVING THE REGULAR CITY COUNCIL AGENDA

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

4. CONSENT AGENDA

- A. City Council Minutes - March 16, 2026
- B. City Council Work Session Minutes - February 23, 2026
- C. Plant Place, Inc. - Temporary and Seasonal Outdoor Sales Permit
- D. Water Treatment Facility Fiber Optic Project
- E. Pioneer Days Fireworks Contract - Flashing Thunder Fireworks Spectacular
- F. Bottle Shop New Hire - Tanya Peterson
- G. Appoint Finance Director - Natalie Santillo
- H. Rental License Approvals
- I. Payment of Claims

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

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

5. MEETING OPEN TO THE PUBLIC

No one came forward to address the Council.

6. SPECIAL BUSINESS - NONE

7. PUBLIC HEARINGS - NONE

8. OLD BUSINESS

A. City Charter Amendment to Section 2.05 Vacancies in Office - Second Reading Ordinance 353 amending the City Charter relating to section 2.05 "Vacancies in Office"

MOTION BY: FAANES SECOND: MUEHLBAUER TO ADOPT ORDINANCE 353 AMENDING THE CITY CHARTER RELATING TO SECTION 2.05 "VACANCIES IN OFFICE"

A roll call vote was performed:

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

Motion carried: 4-0

B. City Charter Amendment to Section 3.09 When Ordinances Take Effect - Second Reading Ordinance 354 amending the City Charter relating to section 3.09 "When Ordinances and Resolutions Take Effect"

MOTION BY: ROBINSON SECOND: FAANES TO ADOPT ORDINANCE 354 AMENDING THE CITY CHARTER RELATING TO SECTION 3.09 "WHEN ORDINANCES AND RESOLUTIONS TAKE EFFECT"

A roll call vote was performed:

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

Motion carried: 4-0

C. City Charter Amendment to Section 5.01 General Provisions Filing Fee - Second Reading Ordinance 355 amending the City Charter relating to Chapter 5 "Nominations and Elections" Sections 5.01, Subd. 2 "Filing and Nomination"

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADOPT ORDINANCE 355 AMENDING THE CITY CHARTER RELATING TO CHAPTER 5 "NOMINATIONS AND ELECTIONS" SECTIONS 5.01, SUBD. 2 "FILING AND NOMINATION"

A roll call vote was performed:

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

Motion carried: 4-0

D. City Charter Amendment to Section 8.01 Improvement & Levy Assessments - Second Reading
Ordinance 356 amending the City Charter relating to Chapter 8 "Public Improvements & Special Assessments" Section 8.01 "Power to Make Improvements & Levy Assessments"

MOTION BY: ROBINSON SECOND: FAANES TO ADOPT ORDINANCE 356 AMENDING THE CITY CHARTER RELATING TO CHAPTER 8 "PUBLIC IMPROVEMENTS & SPECIAL ASSESSMENTS" SECTIONS 8.01, "POWER TO MAKE IMPROVMEENTS & LEVY ASSESSMENTS"

A roll call vote was performed:

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

Motion carried: 4-0

9. NEW BUSINESS

A. Turtle Ponds 6th Addition Concept Review

City Planner Beth Richmond reviewed the concept plan for the Turtle Ponds 6th Addition, located near the Ponds Golf Course on 229th Avenue Northwest. She noted the site is approximately 2.5 acres, is within the City's urban service area, and is zoned for medium-density residential use, allowing 3 to 7 units per net acre. The concept proposes two attached townhome buildings with four units each, served by a continuation of the private street from the 4th Addition. Richmond stated the proposed density of approximately 5 units per acre is consistent with other medium-density portions of the Turtle Run PUD. She noted the concept meets all attached townhome requirements and use-specific standards, including unit width, garage width, and units per structure. Richmond explained that the applicant proposes to fill approximately 775 square feet of wetland in two areas to meet buffer and setback requirements. She noted the Planning Commission reviewed a prior concept for detached townhomes at their

March meeting, and the concept was revised to the attached townhome design now before the Council. Richmond stated no formal action was required and that the purpose of the item was to provide feedback to Staff and the applicant.

Robinson asked how snow removal would be handled on the site. Richmond stated that snow removal is not typically addressed at the concept plan stage, but invited the applicant to respond.

Chris Don, Widseth, and Dylan Carroll, Home Improvement Shop, came forward. Don stated that the central grass area, approximately 40 by 40 feet, would serve as snow storage. He noted that snowmelt would flow into the curb and gutter and into the storm sewer system connecting to the ponds, and would not impact neighboring properties.

Robinson asked whether trees in the central area would conflict with snow storage. Don stated that the landscaping plan would be designed with snow storage in mind, keeping trees spaced to allow for snow placement.

Faanes asked whether the units would be for rent or for sale. Don confirmed the units would be for sale.

Mayor Vogel asked whether the Council was approving the concept or simply providing feedback. Muehlbauer clarified that no formal approval was being taken and that the item was for review and feedback only. Richmond confirmed that the next step would be a formal application returning to the Planning Commission before coming back to the Council.

Mayor Vogel asked about the process for filling the wetland and whether replacement is required. Don explained that fills under a certain square footage qualify as de minimis and do not require purchasing credits elsewhere, provided no other areas of the wetland have been previously filled. He noted that if de minimis does not apply, the applicant would need to purchase wetland credits.

Mayor Vogel stated he had no objections to the concept and noted he appreciated the changes made following the Planning Commission review.

10. MEETING OPEN TO THE PUBLIC - NONE

11. REPORTS - NONE

12. COUNCIL MEMBER REPORTS

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

Muehlbauer asked Police Chief Todd Schwieger for an update on the Citizens Academy sign-up. Schwieger stated that approximately nine participants had

registered as of the prior week.

Faanes expressed interest in attending the Citizens Academy but noted that her schedule on Tuesdays is frequently occupied by track meets and soccer games. Schwieger encouraged her to sign up even if she anticipated missing some sessions.

Robinson reported that he attended the Rum River Fire District meeting approximately a week and a half prior. He noted that the Spring Recycle Day is scheduled for April 25th from 8:00 a.m. to noon at the Public Works Campus and reminded the public that trash will not be accepted this year.

Carpenter confirmed that trash collection has been eliminated from the recycling event, noting the change would save the City approximately \$5,000.

Mayor Vogel reported that the Council held a special meeting for Finance Director interviews and welcomed Natalie Santillo as the newest City employee. He reported that the Rum River Fire District meeting went well and that the City's new website is progressing. Mayor Vogel noted that Representative Lawrence and Senator Matthews have expressed interest in hosting another town hall in St. Francis in mid-May, with a proposed date of Tuesday, May 19. He stated that no date has been finalized and that details would be confirmed once City Administrator Thunstrom returns.

The Council discussed scheduling a special meeting to re-vote on the City Charter ordinances with all five members present. Muehlbauer confirmed via text that Councilmember Udvig would return on Saturday and suggested Monday, April 13, as the meeting date. Mayor Vogel proposed a 5:30 p.m. start time. The Council agreed to schedule the special meeting for Monday, April 13, 2026, at 5:30 p.m., pending final confirmation.

13. UPCOMING EVENTS

April 13 - City Council Special Meeting - 5:30 p.m. (proposed, pending confirmation)

April 15 - Planning Commission Meeting - 7:00 p.m.

April 20 - City Council Meeting - 6:00 p.m.

April 21 - Rum River Fire District Board Meeting - 5:00 p.m.

April 25 - Spring Recycle Day

14. ADJOURNMENT

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

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

Nays: None

Motion carries: 4-0

There being no further business, Mayor Vogel adjourned the regular City Council at 6:24 p.m.

Jennifer Wida, City Clerk

DRAFT



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Todd Schwieger, Police Chief
SUBJECT: Abandoned Property
DATE: April 20, 2026

OVERVIEW:

On December 23rd, 2025, an officer was on patrol when he initiated a traffic stop on an ATV that ultimately fled from the officer. The ATV was later located abandoned in the area and the driver was not located. The police department impounded the ATV for safekeeping and after investigation the driver and/or current owner of the ATV is unknown. Many attempts have been made to locate the current owner including utilizing social media, but attempts have been unsuccessful. The required 60 days to hold the vehicle per city code and 90 days per department policy have elapsed and the property is now considered abandoned.

ACTION TO BE CONSIDERED:

To approve Resolution 2026-09 which declares a 1995 Kawasaki Bayou 220 ATV bearing vin JKBLFBA12SB591475 related to St. Francis Police case number 25284391 as abandoned property.

The Police Department will use the online bidding service of Municibid to sell and dispose of the property. St. Francis city code 8-7-2 (C) authorizes the City to sell abandoned property to the highest bidder at public auction or in the manner directed by Council.

BUDGET IMPLICATION:

Work performed in the preparation and selling of abandoned property will be conducted during normal working hours. Funds collected from the sales of the property will be placed into City of St. Francis General Fund.

Attachments:

- Resolution 2026-09 Declaring surplus property

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

RESOLUTION 2026-09

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

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

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

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

<u>Surplus Property: (Forfeiture Vehicles)</u>	<u>Estimated Value</u>
1) 1995 Kawasaki Bayou 220 ATV VIN # JKBLFBA12SB591475	Highest bidder on Auction/Ebid

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF APRIL, 2026.

APPROVED:

ATTEST:

Mark Vogel, Mayor

Jennifer Wida, City Clerk



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, Deputy Administrator-City Clerk
SUBJECT: Acknowledgement for Application for Temp On-Sale Liquor License – St. Francis Lions Club
DATE: April 20, 2026

OVERVIEW:

The St. Francis Lions Club has applied for a Temporary On-Sale Liquor License. This application must be approved by City Council and then City Clerk will submit to the Alcohol and Gambling Enforcement Division. The license is for the community event Pioneer Days and in the past City Council has waived the fee as this is a community event.

ACTION TO BE CONSIDERED:

A motion would be in order to acknowledge the Application for a One to Four Day Temporary On-Sale Liquor License and waive the \$25.00 license fee.

Attachments:

- License application

TEMPORARY STRONG BEER APPLICATION

NAME OF ORGANIZATION: <i>St. Francis Lions Club</i>	DATE: <i>4-14-26</i>
PERSON RESPONSIBLE: <i>Lois Payment</i>	PHONE: <i>612-600-1839</i>
ADDRESS: <i>P.O. Box 173 / 3750 Bridge St. St Francis MN 55070</i>	PHONE: <i>612-600-1839</i>
DATE(s) OF EVENT: <i>5-29-26 to 5-31-26</i>	
TYPE OF EVENT: <i>Pioneer Days</i>	
LOCATION OF EVENT: <i>Lions Community Park</i>	
NAME OF INSURANCE COMPANY: <i>West Bend Ins.</i>	

Liability \$25,000/\$50,000

Property Damage \$5,000

*Copy of Insurance must be attached to application

SIGNATURE OF APPLICANT:	<i>Lois Payment</i>
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FOR CITY USE ONLY

FEE: \$25.00

Receipt #	Council Approval:
License #	
Council Stipulations:	



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 222, St. Paul, MN 55101
651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization Date organized Tax exempt number

Address City State Zip Code

Name of person making application Business phone Home phone

Date(s) of event Type of organization Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Organization officer's name City State Zip Code

Location where permit will be used. If an outdoor area, describe.
Lions Community Park 22825 St. Francis Blvd. N.W. St. Francis MN 55070
Held under Pavillion *Event: St. Francis Pioneer Days*

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
West Bend Insurance *Liability C031038 # 1,000,000*
Liquor liability C031057 # 1,000,000

APPROVAL
APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<input type="text"/>	<input type="text"/>
City or County approving the license	Date Approved
<input type="text"/>	<input type="text"/>
Fee Amount	Permit Date
<input type="text"/>	<input type="text"/>
Date Fee Paid	City or County E-mail Address
<input type="text"/>	<input type="text"/>
<input type="text"/>	City or County Phone Number
<input type="text"/>	<input type="text"/>

Signature City Clerk or County Official _____ Approved Director Alcohol and Gambling Enforcement _____
CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



**CITY COUNCIL AGENDA
REPORT**

TO: Kate Thunstrom, City Administrator
FROM: Jenni Wida, Deputy Administrator-City Clerk
SUBJECT: TNT Fireworks – Sale of Consumer Fireworks License
DATE: April 20, 2026

OVERVIEW:

TNT Fireworks submitted an application and payment for the sale of a consumer fireworks license. They have received permission from Kings County Market to set up a tent in their parking lot. They will be located next to Plant Place. Their sale will take place from June 20, 2026, through July 5, 2026. Sale hours will be 8:00 am – 10:00 pm.

ACTION TO BE CONSIDERED:

Approve the license application for TNT Fireworks.

Attachments:

- Application



STATEMENT OF PURPOSE

American Promotional Events dba TNT Fireworks is submitting for approval for the attached application.

Location address: 23122 ST. FRANCIS BLVD NW, ST. FRANCIS, MN, 55070

The purpose is to sell Minnesota State approved fireworks in a temporary tent from approximately, June 20, 2026 – July 5, 2026. The tent will be erected about three days prior to the sale and removed within two to five days of completion of the sale. The hours of operation will be from 8am – 10pm, or as dictated by local location ordinances.

There will be two fire extinguishers readily accessible. “No Smoking,” age limit signs, as well as “No Discharging Fireworks within 300ft” signs will be posted and enforced. There will be a minimum of two people onsite at all times and the product will be secured 24/7 to ensure safety.

If you have any question, please do not hesitate to call me at 256-768-0000.
Sincerely,

Lisa McGee

Lisa McGee
Regional Administrative & Permitting Coordinator
mcgeel@tntfireworks.com

AMERICAN PROMOTIONAL EVENTS, INC.
P.O. BOX 1318 – 4511 HELTON DRIVE - FLORENCE, AL 35630
PHONE (256) 764-6131 – FAX (205) 533-6043
www.tntfireworks.com

ACKNOWLEDGEMENT

Applicant understands those persons manufacturing, storing, displaying or selling consumer fireworks must be at least eighteen (18) years of age:

- Yes
- No

Applicant understands what constitutes legal consumer fireworks and which fireworks are illegal:

- Yes
- No

APPLICANT TO SUPPLY WITH APPLICATION

- Attach a signed letter of written permission from property owner of the building/property that sales are to take place to this application.
- Attach an 8 1/2 X 11 in. floor plan designating the area for manufacturing, storage, display or sales.
- Attach a list documenting the name, weight and quantity of consumer fireworks within the building and accompanying material safety data sheets.
- Fireworks samples for testing purpose _____ gross pounds (call fire marshall per Barb Held)
- Attach Material Safety Data Sheets
- Certificate of Insurance
- Application fee

Incomplete applications will not be accepted.

APPLICANT TO READ AND SIGN

The applicant and all Associates are required to strictly comply with City Ordinance and applicable State and Federal laws.

Failure to comply with Federal, State and Local Laws are punishable as a misdemeanor punishable by fines up to seven hundred dollars (\$700) and/or ninety (90) days in jail.

I hereby certify that the contents of this application are true to the best of my knowledge. I further state that I have read all relevant City Ordinances relating to the conduct, operation, and practice of this business within the City of St. Francis and that I understand them fully.

Applicant Signature:  Date: 02.18.2026

ADMINISTRATIVE INFORMATION (City Clerk Use Only)

Date Application Received:	Application Received by:	Operating Dates for License:

Building has been inspected and meets current uniform building codes.

Building Official

Building has been inspected and meets current uniform fire codes.

Fire Marshall

Building has approved automatic sprinkler system.

Building does not have an approved automatic sprinkler system.

Copy of photo identification received.

Background check completed.

City Council Approved.

APPROVED BY _____

DATE: _____

TEMPORARY AND SEASONAL OUTDOOR SALES PERMIT APPLICATION

PROPOSED TEMPORARY OR SEASONAL SALE	SITE ADDRESS: 23122 ST FRANCIS BLVD NW	PARCEL ID #: _____	
	BUSINESS HOURS: 10 AM - 10 PM	DATES OF START TO CLOSE OF OPERATION: 06.20 - 07.05	
	DESCRIPTION OF OPERATION: RETAIL SALE OF MN STATE APPROVED FIREWORKS _____ _____		
APPLICANT INFORMATION	NAME: TNT FIREWORKS		
	ADDRESS: [REDACTED]		
	CITY: FLORENCE	STATE: AL	ZIP: 35630
	PHONE: 256.764.6131	EMAIL: stocksettj@tntfireworks.com	
	PROPERTY OWNER (if different than applicant) NAME: KING'S COUNTRY MARKET ADDRESS: 23122 ST FRANCIS BLVD NW CITY: ST FRANCIS STATE: MN ZIP: 55070 PHONE: _____ EMAIL: _____		
STRUCTURE	The use of a structure shall not impair the parking capacity, emergency access, or the safe and efficient movement of pedestrian and vehicular traffic on or off the site.		
	MAIN USE OF STRUCTURE: RETAIL SALE OF MN STATE APPROVED FIREWORKS		
	SIZE: Length: <u>20</u> ft. Width: <u>40</u> ft.		
	TYPE: <input checked="" type="checkbox"/> TENT <input type="checkbox"/> CANOPY <input type="checkbox"/> STAND <input type="checkbox"/> OTHER: _____		
	MATERIAL: FLAME RETARDANT VINYL		
	WILL ANY OF THE FOLLOWING BE USED? TEMPORARY TANKS HEATERS ELECTRIC		

Required Documentation:

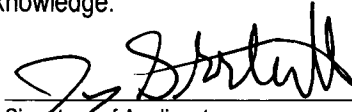
The following documentation must be submitted with your application in order to be considered complete.

- A scalable site plan, no larger than 11"x17", must be submitted which identifies the following:
 - Identification of sale location on site
 - Placement and size of any structures, including
 - Location of exits
 - Location of fire hydrants
 - Parking stalls and drive aisles
 - Placement and size of any signs

- Evidence of the following, if applicable:
 - Adequate off-street parking
 - City of St. Francis Business License (Reference Chapter 6)
 - State license authorizing fertilizing handlings
 - Certificate of insurance
 - Proof of any other agency permits or license required for operation

By signing this application, I declare that all of the information provided to the City of St. Francis on this application, or as part thereof, is true and accurate to the best of my knowledge.

JERRY STOCKSETT
Print Name


Signature of Applicant

02.23.2026
Date

SEE ATTACHED LEASE
Signature of Owner (if different than applicant)

02.23.2026
Date

APPROVALS:

Zoning: _____

Date: _____

Zoned: Agricultural Commercial

Industrial

Fire: _____

Date: _____

Building: _____

Date: _____

I N V O I C E

Wholesale Distributor
OC

TNT0002 LAMMY

Account No	Inv Date	Inv No	Due Date	Order No	Location	Disc Rate
3739029	02/19/26	625	07/07/26	625	FMN0056	20 %

Sold To: JASON SATRE 5470 236TH AVE NW ST. FRANCIS MN 55070	Ship To: KING'S COUNTY MARKET 23122 ST. FRANCIS BLVD NW ST. FRANCIS MN 55070
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SFM No: W-1081/MO0860
Sales Associate: 214 Jacob Quam

Item No	Description	Retail Price	Unit	UM Price	Qty Ship	Ext Amnt
***** ASSORTMENTS *****						
	TNT BACKPACK SS CA	39.99	EA	39.9900	18	719.82
101808	BIG TIMER SS J09	249.99	EA	249.9900	3	749.97
102046	PYRO PAK BAG SS COM J10	29.99	EA	29.9900	15	449.85
102048	INDEPENDENCE TRAY SS COM J10	59.99	EA	47.9900	12	575.88
102052	49'ER SS COM J10	89.99	EA	71.9900	24	1727.76
102054	ALL AMERICAN SS COM J10	149.99	EA	149.9900	18	2699.82
102056	PERFECT SHOW SS COM J10	189.99	EA	189.9900	16	3039.84
102129	THE BIG DELUXE SS ALL J11	299.99	EA	239.9900	2	479.98
102201	HOT ZONE SS COM	69.99	EA	55.9900	12	671.88
102651	TNT SACK PACK NO WHEELS SS J20	44.99	EA	35.9900	24	863.76
190114	GRAB BAG SPECIAL SS SM	60.00	EA	48.0000	10	480.00
***** BASE FOUNTAINS *****						
	DELIRIUM J11	59.99	EA	59.9900	4	239.96
	PICCOLO PETE FOUNTAIN YELLOW	5.10	IP	.8500	48	40.80
	ALLEGIANCE	129.99	EA	129.9900	4	519.96
	CENTENNIAL FOUNTAIN J20	11.99	EA	11.9900	48	575.52
	SPRINKLES J26	15.99	EA	15.9900	18	287.82
	BALD AND BEAUTIFUL J26	29.99	EA	29.9900	18	539.82
	LIZARD WIZARD J26	39.99	EA	39.9900	12	479.88
	FINAL SALUTE J26	109.99	EA	109.9900	4	439.96
	MAD DOG XL J26	29.99	EA	29.9900	12	359.88
	VIVA EL FUTBOL J26	9.99	EA	9.9900	48	479.52
	AMERICAN PRIDE J26	49.99	EA	49.9900	6	299.94
200184	MAD DOG FOUNTAIN	29.99	EA	15.0000	24	360.00
200759	PURPLE RAIN FTN J07	12.99	EA	6.5000	72	468.00
200917	JUMBO PURPLE RAIN J11	44.99	EA	44.9900	12	539.88
201207	COOL BREEZE	2.78	EA	2.7800	216	600.48

201234	FREEDOM J18	24.99 EA	24.9900	24	
201550	FRUIT BOWL J21	32.99 EA	32.9900	12	395.88
201563	BOMB POP J22	29.99 EA	29.9900	18	539.82
201573	LAVA PANTHER J22	89.99 EA	45.0000	12	540.00
201599	THE 5 MINUTE SHOWDOWN J23	99.99 EA	99.9900	4	399.96
201617	MARTIAN MAN J24	32.99 EA	32.9900	8	263.92
201618	ETERNAL ERUPTION J24	29.99 EA	29.9900	20	599.80
201622	SILENT INSANITY J24	24.49 EA	24.4900	12	293.88
201626	WORLD CHAMP J24	49.99 EA	49.9900	8	399.92
201700	TINY TITAN J25	15.99 EA	8.0000	48	384.00
201701	SILENT DISCO J25	22.99 EA	22.9900	16	367.84
201704	VOLCANIC FURY J25	89.99 EA	45.0000	6	270.00
201705	AMERICAN REVOLUTION J25	49.99 EA	49.9900	6	299.94
201706	ELECTRO J25	32.99 EA	32.9900	12	395.88
201708	STELLAR SHOW J25	69.99 EA	69.9900	8	559.92
***** CALIFORNIA CANDLES *****					
	MINI DAGGER J25	11.99 EA	6.0000	72	432.00
230041	LASER SABER J23	13.99 EA	13.9900	24	335.76
***** GROUND SPINNERS *****					
290142	GROUND BLOOM FLOWER PK 6 J07	4.99 EA	2.5000	240	600.00
***** NOVELTIES *****					
320480	TNT BLASTS BAG 6PK J07	6.99 BG	3.5000	48	168.00
320536	POP-IT'S TNT	3.60 BX	.9600	240	230.40
320583A	SMALL TANK W STAR 10/12 CC J14	.97 EA	.9700	120	116.40
320827	DINO EGG NEST J23	14.99 EA	11.9900	40	479.60
***** SMOKE *****					
351036	SMOKE BALLS ASST'D TNT J07	1.62 BG	1.6200	240	388.80
***** SPARKLERS *****					
	#36 MORNING GLORY	10.99 BG	10.9900	48	527.52
	#10 MORNING GLORY J22	15.99 BX	8.0000	48	384.00
	#14 NEON SPARKLER PDQ NYP J22	15.99 EA	8.0000	64	512.00
	#20 GOLD SPARKLER J22	15.99 EA	8.0000	64	512.00
380246	MORNING GLORY #14	3.99 EA	2.0000	1080	2160.00
380405	#10 GOLD SPARKLER J22	7.99 EA	7.9900	48	383.52
***** PUNK *****					
***** COUNTER CASES *****					
	SAT FOUNTAIN CASE C VER. 3 J26	.01 EA	.0100	1	.01
	SAT NOV CAR CC J26	.01 EA	.0100	1	.01
	SAT NOV/SM (DINO-GLOW-SB) J26	.01 EA	.0100	1	.01
671000	SAT FOUNTAIN CASE A	721.92 EA	434.2500	1	434.25
671001	SAT FOUNTAIN CASE B	1521.85 EA	716.6800	1	716.68
671003B	SAT GROUND SPINNER CASE VER 2	5664.00 EA	441.7700	1	441.77
671004	SAT NOVELTY CASE A	1238.69 EA	737.4300	1	737.43
671005	SAT NOVELTY CASE B	724.50 EA		1	
671006F	SAT SMOKE CASE W FUSE J25	.01 EA	.0100	1	.01

=====

PRODUCT SUB TOTAL

34560.67

TOTAL WEIGHT (FIREWORKS):

1,609 LBS

INVOICE TOTAL

34560.67

MATERIAL SAFETY DATA SHEET – Consumer Fireworks

SECTION 1 – IDENTITY: Consumer Fireworks LAG	
Importer's Name	American Promotional Events/TNT Fireworks
Emergency Telephone Number	Normal Business Hours – 800-243-1189 After Hours – ChemTel – 800-255-3924
Address	Corporate Office 4511 Helton Dr. Florence, AL 35630

SECTION 2 - Hazardous Ingredients/Identify Information
<p>Consumer fireworks contain various mixtures of oxidizers and fuels, and are designed to burn and produce visible and audible effects when they are caused to ignite by a user. The oxidizers include potassium nitrate, strontium nitrate and potassium perchlorate. Fuels include charcoal, sulfur, starch, and aluminum.</p> <p>All chemical composition is contained within the device, and there should be minimal-to-no exposure to the chemicals under normal conditions of handling of the type typically involved in retail sales operations.</p> <p>The chemical mixtures are stable to temperatures up to at least 250°F, and no ignition of these devices should occur during normal handling, transportation, movement, and storage. A match or other flame or heat source is required to ignite the fuse on the devices in order to cause the devices to operate.</p>

SECTION 3- PHYSICAL/CHEMICAL CHARACTERISTICS			
Boiling Point	N/A	Specific Gravity (H ₂ O=1)	N/A
Vapor Pressure (mm Hg)	N/A	Melting Point	N/A
Vapor Density (AIR=1)	N/A	Evaporation Rate (Butyl Acetate = 1)	N/A - All solids
Solubility in Water: slight			
Appearance and Odor: All chemical composition is contained inside a cardboard or other container			

SECTION 4- FIRE AND EXPLOSION HAZARD DATA			
Flash Point (Method Used)	Ignition temperature exceeds 250°F		
Flammable Limits	N/A – no vapor present		
LEL	N/A	UEL	N/A
Extinguishing Media	Water		
<p>Special Fire Fighting Procedures: Evacuate the area if a fire reaches the fireworks and they begin to burn vigorously. Allow sprinklers to function, if present – they should control the fire. Otherwise, evacuate the area and await arrival of fire fighters.</p> <p>Unusual Fire and Explosion Hazards – Suffocation methods should not be used – the devices contain their own oxygen. Use a strong water flow instead. A fire that has reached consumer fireworks may produce substantial smoke as well as flame, sparks, and burning projectiles. Once consumer fireworks begin burning, all persons must immediately evacuate the area. Only fire fighters wearing appropriate safety equipment should ever consider approaching an area where consumer fireworks are on fire. Remote firefighting methods should be use whenever possible. Where conditions permit, it may be advisable to allow the fireworks to burn to completion – this will greatly simplify clean-up efforts.</p>			

SECTION 5 - REACTIVITY DATA			
Stability	Unstable	X	Conditions to Avoid: Open flames, hot surfaces, rough handling
	Stable		
Incompatibility (Materials to Avoid)	None		
Hazardous Decomposition or Byproducts			Considerable smoke may be produced in a fire
Hazardous Polymerization	May Occur	X	Conditions to Avoid: N/A
	Will Not Occur		

SECTION 6 - HEALTH HAZARD DATA			
Route of Entry	Inhalation N	Skin N	Ingestion N
Health Hazards (Acute and Chronic)	Health hazards should be minimal - all chemical composition is contained inside sealed devices. If leakage occurs and contact with skin occurs, be sure to wash hands promptly, and avoid eating or drinking.		
Carcinogenicity	NTP N/A	IARC Monographs N/A	OSHA Regulated N/A
Signs and Symptoms of Exposure	N/A		
Medical Conditions Generally Aggravated by Exposure	None, except in case of fire. Smoke exposure is then the greatest possible concern (in addition to fire).		
Emergency and First Aid Procedures	Evacuate area if a fire reaches the fireworks. If smoke inhalation occurs, remove persons to fresh air and contact emergency medical services		

SECTION 7 - PRECAUTIONS FOR SAFE HANDLING AND USE	
Steps to Be Taken in Case Material is Released or Spilled	Cautionously pick up the spilled devices and place them in a marked container. Contact your American Promotional/TNT representative for removal instructions.
Waste Disposal Method	Contact your American Promotional/TNT representative for disposal information.
Precautions to Be Taken in Handling and Storing	Avoid extreme temperatures, open flame and sparks, and rough handling
Other Precautions	Intentional misuse/mischief poses the greatest concern with these devices in a retail setting. Monitor the fireworks display area on an ongoing basis, and keep young children, intoxicated persons, and any time of open flame out of the fireworks area. No smoking is ever permitted near fireworks.

SECTION 8 - CONTROL MEASURES		
Respiratory Protection (Specify Type)	N/A - no vapor or dust exposure with intact items	
Ventilation	Local Exhaust	N/A
	Mechanical (General)	N/A
	Special	N/A
	Other	N/A
Protective Gloves - not required for retail sales	Eye Protection N/A	
Other Protective Clothing/Equipment - none required for retail sales		
Work/Hygiene Practices - wash hands after handling fireworks and before eating or drinking		

FMN0056
KING'S COUNTY MARKET
23122 ST. FRANCIS BLVD N2
ST. FRANCIS, MN 55070

43

ST FRANCIS BLVD NW

ST FRANCIS BLVD NW

Google

TENT 20X40

Plant Place Garden Center

Great Clips

Virtual Reality Arcade

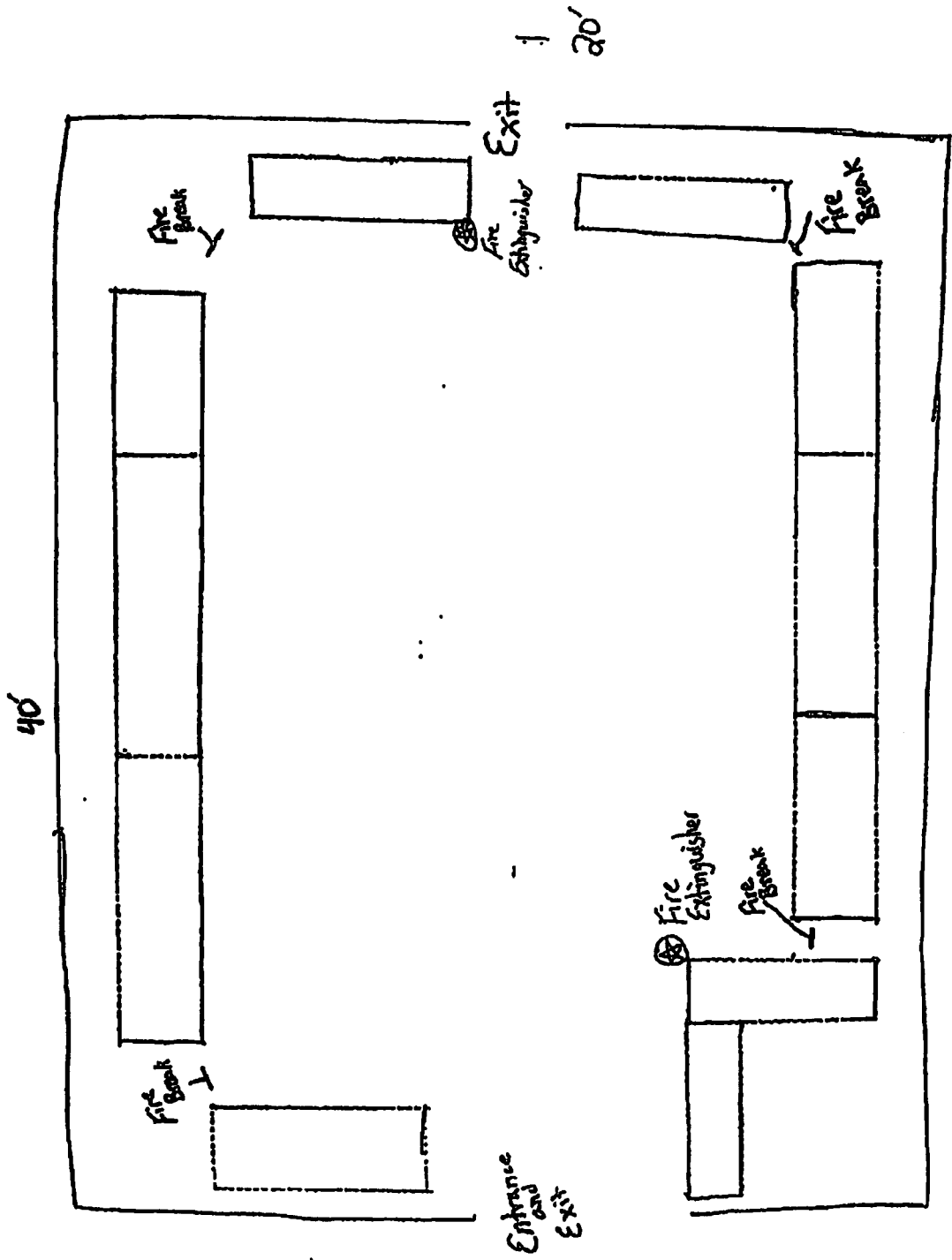
Domino's Pizza

TNT Fireworks

King's County Market

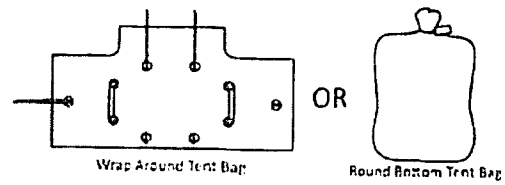
ATM

McDonald's
Frontier Fried
burgers



REQUIRED HARDWARE

Description (Key)	Size/ Color	Qty.	Picture
Tent Bag	D	1	

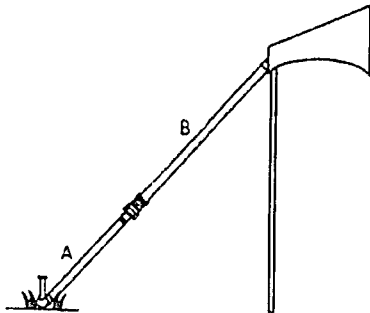


OPTIONAL ACCESSORIES

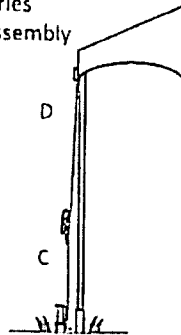
Description (Key)	Size/ Color	Qty.	Picture
Sidewall(s)	20'	6	
Sidewall(s)	30'	-	

RATCHET ASSEMBLIES

Ratchet Assembly



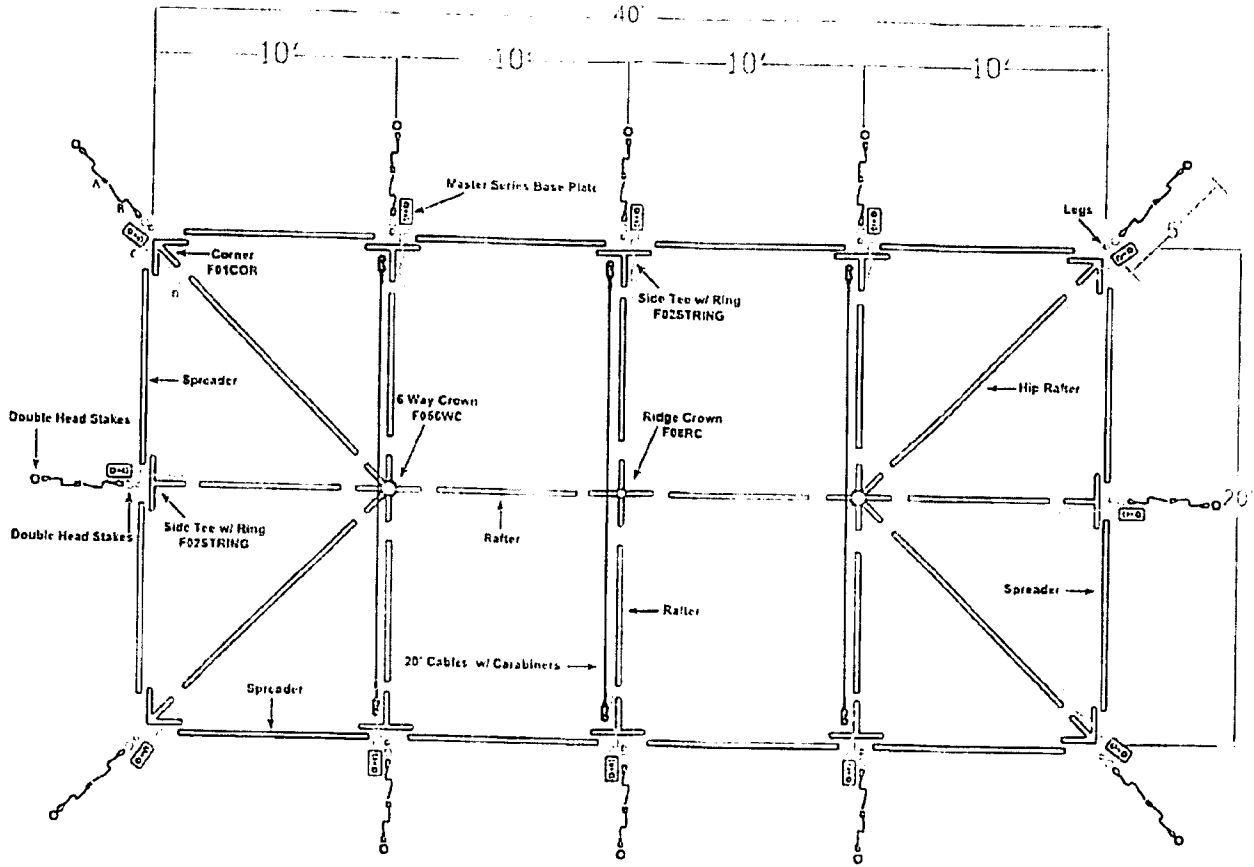
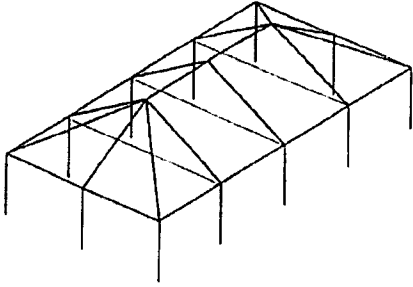
Master Series Ratchet Assembly



- A. Ratchet Buckle with Loop Strap
- B. Loop Strap
- C. Master Series Ratchet Buckles Loop Strap w/ O Ring
- D. Master Series Loop Strap

INSTALLATION

PARTS / MINIMUM STAKING LAYOUT



INSTALLATION

INSTALLATION INSTRUCTIONS

Set Up Instructions

1. Lay out the frame parts on the ground in the approximate location that they will be when the frame is assembled. (See parts / minimum staking layout diagram)



2. Place the 6-way crown in the framework; the protrusions on the crown will alternate between lifted and touching the ground when it is laid on a level surface. All lifted protrusions will point to the hip rafters, angled toward the corners of the tent. The protrusion parallel to the ground will point toward the other 6-way crown.

3. Connect the 6-way crown to the hip rafters (14'4" red):

- a. Each protrusion on the crown has two holes; one closer to the center (the alignment hole) and one further down the protrusion (the placement hole).
- b. Place a pin in the alignment hole; this keeps the rafter from moving too far onto the crown. Slide the tubing onto the protrusion until it meets the pin.
- c. Align the placement hole in the crown with the hole in the rafter and insert a pin.
- d. Remove the alignment hole pin. (*This procedure applies to all frame fittings)

INSTALLATION

4. Connect the rest of the tubing in the following order:

- a. Rafters (10'6" green) to first 6-way crown
- b. First spreader (9'4" white) to the first 6-way crown
- c. Ridge crown to the first spreader (9'4" white)
- d. Rafters (10'6" green) to the ridge crown
- e. Second spreader (9'4" white) to the ridge crown
- f. Second 6-way crown to the second spreader
- g. Hip rafters (14'4" red) to the second 6-way crown
- h. Rafters (10'6" green) to the second 6-way crown
- i. Corner fittings to hip rafters (14'4" red)
- j. Side tee fittings to rafters (10'6" green)
- k. Spreaders (9'4" white) to side tee fittings
- l. Spreaders (9'4" white) to corner fittings

5. Clip one carabiner on the 20' cable to the O ring on the side tee. Pull the cable across the 20' width and connect the other end of the cable to the side tee on the adjacent side by clipping the other carabiner to the O ring on the fitting. Repeat at all corresponding side tee locations.

6. Fasten the loop strap (B) around the fitting at each leg location.



INSTALLATION INSTRUCTIONS

7. Roll out a drop cloth to protect the tent top of dirt and abrasions next to the frame and unroll the tent top. Pull the tent top over the frame, lifting up on the fabric or "flapping" it to create a cushion of air. Make sure the tent top is centered from all sides.



8. Loop the perimeter cord around the outside post of each corner.



9. Fasten the master series loop strap (D) to each corner and each point where valance curves meet by pulling the strap through the two metal rings on the tent top, then through the end loop and tightening.



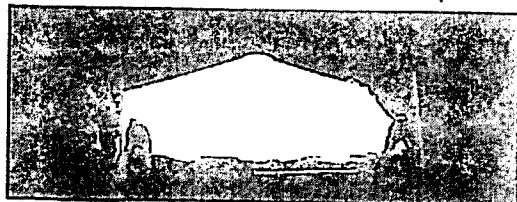
INSTALLATION

10. Attach the master series base plates to the legs (7'8" black) by sliding the leg tubing over the longer protrusions on the master series base plates, securing with a pin.



11. In windy conditions, locate the downwind side of the tent to lift first; this keeps the wind from catching the tent.

12. Step on the master series base plate to free both hands and lift one side of the tent frame. Do not lift one corner at a time; lift the entire side of the tent. Insert corner fittings into the top of the leg, securing with a pin. Insert all pins from the outside in; this keeps the protruding section of the pin from puncturing the tent fabric. Make sure the staking hole on the base plate is on the outside of the tent.



13. Connect the O-ring of the master series ratchet buckle (C) to the base plate hook mounted on the small tubing of the base plate. Feed the master series loop strap (D) attached to the tent top through the reel bars slot of the ratchet (ratchet buckle needs to have handle facing upward at all time) and pull the strap back towards the tent approximately 1 1/2 feet. Hold the strap at this point with one hand and begin to crank the ratchet handle back and forth.

INSTALLATION INSTRUCTIONS



14. Repeat with the other side of the tent. When finished with the corner legs, install all other legs at side tee fitting locations. Pull the anchoring devices (ratchet buckle strap) through the tops of the hook and loop extensions on the tent top to provide access to the stakes.

15. Place stakes 5' out from each leg; drive stakes into the ground so that approximately 6" or less of the stake is showing.

16. Attach the ratchet buckle with loop straps (A) to the stakes by turning the 6" loop at the end of the ratchet inside out and pull the strap through the loop to create a noose and pull tight over the stake. Take the loop strap (B) attached to the tent and pull it through the reel bars slot of the ratchet (ratchet buckle needs to have handle facing upward at all times) and pull the loop strap (B) back towards the tent approximately 1 1/2 feet. Hold the strap at this point with one hand and begin to crank the ratchet handle back and forth.



17. Make sure the legs are straight then secure the master series base plates by driving a double-headed stake through the smaller tubing on the master series base plate. Tighten all ratchet assemblies.

18. Roll excess ratchet straps and secure into the ratchet buckle.



19. The tent top should now be complete. If sidewalls are desired, unroll the sidewalls between the stakes and the legs around the perimeter of the tent. Starting at a leg, clip the sidewall snap hooks to the rope line that is attached to the tent top.

Sidewall Rope Tensioning: For new tents and during its life cycle, it may be necessary to tighten the sidewall support rope that runs the perimeter of the tent top. After the tent has been set up and tensioned, locate the corner where the sidewall rope starts and stops. Securely tie off one end of the rope. While pulling against the tie-off point, work your way around the perimeter of the tent, pulling out any unnecessary rope slack. Tie off the opposite end of the rope once reached.

INSTALLATION

INSTALLATION INSTRUCTIONS

Striking Instructions

1. Loosen all ratchet assemblies.
2. Remove stakes from master series base plates.
3. Remove interior side tee ratchet assemblies.
4. Remove the side legs leaving the 4 corner legs.
5. Unfasten all anchoring devices from the perimeter tubing (with the exception of 2 at each corner).
6. Remove 2 corner legs from one side and carefully set the tent frame on the ground.
7. Repeat with opposite side.
8. Unfasten the rest of the straps, completely disconnecting the tent top from the frame and stakes.
9. Roll out a drop cloth next to the frame.
10. Carefully remove the tent top from the frame, lifting up on the fabric or "flapping" it to create a cushion of air.
11. Fold and roll the tent top as tight as possible. Remember not to stand or walk on the tent top fabric.
12. Bagging (always use a drop cloth to protect the tent top from dirt and abrasions while bagging):
 - a. For Wrap-Around Tent Bag:
 - i. Lay the bag next to the tent top with the side-release buckles facing down. Roll the tent top onto the center of the bag.
 - ii. Connect the two short male and female side-release buckles; pull tight.
 - iii. Connect the remaining side-release buckle and pull tight.
 - b. For Round-Bottom Bag:
 - i. Place the folded tent top into the upright vertical position.
 - ii. Pull the round bottom tent bag over the upright tent top.
 - iii. Turn the tent top and bag over, pull the draw string tight and tie off.
13. Fold and roll up the drop cloth.
14. Disassemble all of the corner, side tee, and center crown fittings by removing the pins and sliding the tubing off of the fittings. Work from the perimeter of the frame inward.
15. Remove remaining stakes.

INSTALLATION

LEASE AGREEMENT / STAND AND TENT LOCATION
TNT® FIREWORKS
4511 Helton Drive, Florence, AL 35630
800.243.1189

This agreement is made between King's County Market ("Landlord") and American Promotional Events, Inc. – East dba TNT Fireworks ("Tenant") for the purpose of allowing Tenant to sell approved fireworks from the following Premises (the "Location"):

Location Name King's County Market TNT Location Number FMN0056
Address 23122 St. Francis Blvd. NW TNT Sales Associate Jacob Quam
City, State, Zip St. Francis, MN 55070 County Anoka

A. Landlord agrees:

- 1. To lease the Location to Tenant and Tenant, or Tenant's representative, shall have the exclusive right to operate a retail fireworks Stand, Tent or other sales outlet, as Tenant may determine and as permitted by applicable law, at and from the Location for the following selling period(s):

From: June 15, 2026 To: July 10, 2026 (July 4th Season)

Plus a reasonable period of time before and after each selling period for erecting and dismantling Tenant's equipment and delivering and removing Tenant's inventory. Landlord warrants to Tenant that Landlord has the right to enter into this Lease for the Location.

- 2. Not to permit the sale, storage or advertising of consumer fireworks by any other person or entity from the Location or any property owned or controlled by Landlord within five (5) miles of the Location.
- 3. To deliver possession of the Location free of debris and ready for erection of Tenant's stand or tent.

B. Tenant agrees:

- 1. To pay rental as follows

July 4th Season: [REDACTED] By: 06/01/2025

- 2. To obtain and pay for all necessary permits and licenses required by law for the conduct of Tenant's business from the Location, to post with appropriate local authorities any bonds or other security which might be required for operation of Tenant's business from the Location, and to ensure that the operation of Tenant's business shall adhere to all applicable laws and regulations.
- 3. To provide liability insurance coverage in the aggregate amount of [REDACTED] and to deliver to Landlord, prior to occupancy, a certificate of insurance evidencing such insurance covering the erection and operation of Tenant's retail outlet, naming Landlord (and Landlord's mortgagee, if applicable) as additional insured, and to indemnify, defend and hold harmless Landlord from and against any claims arising from the erection, maintenance or operation of Tenant's retail outlet.
- 4. To keep the Location clean and free from garbage and trash during the Season and to remove all of Tenant's property after each Season and return possession of the Location to Landlord after each Season in substantially the same condition as received, ordinary wear and tear excepted.

C. Landlord and Tenant agree:

1. Tenant shall have the right to terminate this lease for any reason and shall be entitled to a refund of all prepaid rent or Tenant shall have the right to terminate the lease for a single Season and receive a refund of prepaid rent for such Season if the Location has not yet been occupied.
2. Tenant may elect not to operate a retail fireworks outlet at the Location for any one or more seasons without requesting a refund of any prepaid rent or terminating the Lease, and the Lease shall continue in full force and effect.
3. Tenant believes that the Location can be operated for the storage and retail sale of consumer fireworks, however, if any governmental authority (whether federal, state, or local) having proper jurisdiction over the Location enacts, issues, or modifies any applicable law, order, ordinance or regulation affecting the storage or retail sale of consumer fireworks, Tenant shall not be obligated for the payment of rent under the lease, or if the payment of rent has already been made to the Landlord, the Landlord shall refund the rent payment within 10 days of request by the Tenant.
4. This Lease shall be automatically renewed on the same terms and conditions as set forth above for each Season through 20 NA unless cancelled by Tenant prior to January 1. If Landlord receives an offer to lease the Location for sale of fireworks at any time prior to the first anniversary of the termination of this Lease for any reason other than Tenant's default, Landlord shall give Tenant notice of such offer, and Tenant shall have the right of first refusal to extend the term of the Lease on the same terms and conditions as the offer.
5. Landlord acknowledges that Tenant may designate another person or entity to operate the retail fireworks outlet at the Location but Tenant shall remain liable for all of Tenant's obligations hereunder.
6. An Addendum of NA pages is attached hereto.
7. This Lease, or any subsequent amendments, shall not be valid unless signed by Tenant's home office representative.
8. This Lease contains and represents the entire agreement between Landlord and Tenant regarding the subject matter hereof. This Lease shall control over and supersede any prior and contemporaneous agreements or understandings (whether oral or written) regarding the subject matter hereof.

LANDLORD

Name: Steve Wotrang

Address: 23122 St. Francis Blvd

City, State, Zip: St. Francis, MN 55070

Phone: 763-712-8191

Tax ID #: [REDACTED]

Email: steve@kingsmarket.net

LANDLORD

Signed by: Steve Wotrang
57B93D88337546E...

Signature: _____

Print Name: Steve Wotrang

Date Signed: 2/2/2026

ADDITIONAL INSURED, IF ANY

Name: _____

Address: _____

City, State, Zip: _____

Phone: _____

TNT FIREWORKS

DocuSigned by: Preston Platt
144071A433624F5...

Signature: _____

Print Name: Preston Platt

Date Signed: 2/2/2026

Revised 03/17/2022

DS
cu



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Darcy Mulvihill, Finance Director
Danielle Robertson, Accounting Clerk
SUBJECT: Payment of Claims
DATE: April 20, 2026

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$216,055.55 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:

- 04-06-2026 Packet List-\$216,055.55

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/21/2026 - 04/21/2026

POSTED AND UNPOSTED OPEN

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

Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
Vendor 402 - ACE SOLID WASTE, INC							
13070179T067 00044736	ACE SOLID WASTE, INC DEMO, DISPOSAL, AND HAUL 101-45200-40384 101-43100-40384	04/01/2026 DROBERTSON GARBAGE DISPOSAL GARBAGE DISPOSAL		896.28 448.14 448.14	896.28	Open	N 04/20/2026 448.14 448.14
Total Vendor 402 - ACE SOLID WASTE, INC				<u>896.28</u>	<u>896.28</u>		
Vendor 15 - AIRGAS NORTH CENTRAL							
5523521529 00044742	AIRGAS NORTH CENTRAL CYLINDER RENTAL 101-43100-40217 101-43210-40217 101-45200-40217 601-49440-40217 602-49490-40217	03/31/2026 DROBERTSON OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES OTHER OPERATING SUPPLIES		147.65 29.53 29.53 29.53 29.53 29.53	147.65	Open	N 04/20/2026 29.53 29.53 29.53 29.53 29.53
Total Vendor 15 - AIRGAS NORTH CENTRAL				<u>147.65</u>	<u>147.65</u>		
Vendor 10835 - AL'S CONCRETE PRODUCTS, INC.							
70463 00044760	AL'S CONCRETE PRODUCTS, INC. 5' T-WALL 602-49490-40311 602-49490-40229	04/14/2026 DROBERTSON CONTRACT PROJECT MAINTENANCE		7,700.00 3,850.00 3,850.00	7,700.00	Open	N 04/20/2026 3,850.00 3,850.00
Total Vendor 10835 - AL'S CONCRETE PRODUCTS, INC.				<u>7,700.00</u>	<u>7,700.00</u>		
Vendor UB-REFUND - ARACELI SANCHEZ CALDERON							
.04152026 00044779	ARACELI SANCHEZ CALDERON CREDIT REFUND 601-49440-40444	04/15/2026 DROBERTSON REFUND & REIMBURSEMENT		17.62 17.62	17.62	Open	N 04/20/2026 17.62
Total Vendor UB-REFUND - ARACELI SANCHEZ CALDERON				<u>17.62</u>	<u>17.62</u>		
Vendor 6364 - ARTISAN BEER COMPANY							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/21/2026 - 04/21/2026

POSTED AND UNPOSTED OPEN

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

Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
Inventory					Units	Quantity	
Vendor 6364 - ARTISAN BEER COMPANY							
3845591							
00044716	ARTISAN BEER COMPANY THC 609-49751-40257	04/09/2026 CBUSKEY THC		68.00	68.00	Open	N 04/09/2026 68.00
Total Vendor 6364 - ARTISAN BEER COMPANY				68.00	68.00		
Vendor 42 - BARNA, GUZY & STEFFEN							
MUNICIPAL-03262							
00044747	BARNA, GUZY & STEFFEN MUNICIPAL 101-41600-40304	03/26/2026 DROBERTSON CIVIL LEGAL FEES		2,015.00	2,015.00	Open	N 04/20/2026 2,015.00
PROSECUTION-032							
00044748	BARNA, GUZY & STEFFEN PROSECUTION/RETAINER FILE 101-41600-40312	03/26/2026 DROBERTSON CRIMINAL LEGAL FEES		5,300.00	5,300.00	Open	N 04/20/2026 5,300.00
LABOR-03262026							
00044749	BARNA, GUZY & STEFFEN GENERAL LABOR 101-41600-40304	03/26/2026 DROBERTSON CIVIL LEGAL FEES		126.00	126.00	Open	N 04/20/2026 126.00
309376							
00044750	BARNA, GUZY & STEFFEN MISCELLANEOUS FORFEITURES 101-41600-40304	03/31/2026 DROBERTSON CIVIL LEGAL FEES		91.00	91.00	Open	N 04/20/2026 91.00
309577							
00044751	BARNA, GUZY & STEFFEN 3731 BRIDGE STREET PURCHASE 101-41600-40304	03/31/2026 DROBERTSON CIVIL LEGAL FEES		765.00	765.00	Open	N 04/20/2026 765.00
Total Vendor 42 - BARNA, GUZY & STEFFEN				8,297.00	8,297.00		
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0111007000							
00044706	BELLBOY CORPORATION BAR SUPPLY MISC 609-49751-40254	04/08/2026 CBUSKEY MISCELLANEOUS MERCHANDISE		(15.00)	(15.00)	Open	N 04/08/2026 (15.00)

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/21/2026 - 04/21/2026

POSTED AND UNPOSTED OPEN

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

Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
Vendor 53 - BELLBOY CORPORATION BAR SUPPLY							
0211048300							
00044758	BELLBOY CORPORATION BAR SUPPLY	04/14/2026		1,565.60	1,565.60	Open	N
	LIQUOR		CBUSKEY				04/14/2026
	609-49751-40206	FREIGHT		23.10		1.00	23.10
	609-49751-40251	LIQUOR		1,542.50		1.00	1,542.50
0111040500							
00044759	BELLBOY CORPORATION BAR SUPPLY	04/14/2026		87.19	87.19	Open	N
	MISC/OPERATING		CBUSKEY				04/14/2026
	609-49751-40206	FREIGHT		6.39		1.00	6.39
	609-49751-40254	MISCELLANEOUS MERCHANDISE		52.80		1.00	52.80
	609-49750-40210	OPERATING SUPPLIES		28.00		1.00	28.00
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY					<u>1,637.79</u>	<u>1,637.79</u>	
Vendor UB-REFUND - BILL OR KAREN DIX							
.04152026							
00044780	BILL OR KAREN DIX	04/15/2026		69.27	69.27	Open	N
	CREDIT REFUND		DROBERTSON				04/20/2026
	601-49440-40444	REFUND & REIMBURSEMENT		69.27		1.00	69.27
Total Vendor UB-REFUND - BILL OR KAREN DIX					<u>69.27</u>	<u>69.27</u>	
Vendor 7244 - BREAKTHRU BEVERAGE							
126488424							
00044723	BREAKTHRU BEVERAGE	04/10/2026		1,931.75	1,931.75	Open	N
	LIQUOR		CBUSKEY				04/10/2026
	609-49751-40206	FREIGHT		21.75		1.00	21.75
	609-49751-40251	LIQUOR		1,910.00		1.00	1,910.00
Total Vendor 7244 - BREAKTHRU BEVERAGE					<u>1,931.75</u>	<u>1,931.75</u>	
Vendor 5498 - BROTHERS FIRE & SECURITY							
w49462							
00044675	BROTHERS FIRE & SECURITY	04/02/2026		2,605.00	2,605.00	Open	N
	2026 ANNUAL FIRE SPRINKLER & RPZ INSPECT		DROBERTSON				04/20/2026
	101-42110-40401	BUILDINGS MAINTENANCE		521.00		1.00	521.00
	101-43100-40401	BUILDINGS MAINTENANCE		521.00		1.00	521.00
	101-45200-40401	BUILDINGS MAINTENANCE		521.00		1.00	521.00
	601-49440-40401	BUILDINGS MAINTENANCE		521.00		1.00	521.00
	602-49490-40401	BUILDINGS MAINTENANCE		521.00		1.00	521.00

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Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 5498 - BROTHERS FIRE & SECURITY							
Total Vendor 5498 - BROTHERS FIRE & SECURITY				2,605.00	2,605.00		
Vendor 6761 - COMPASS MINERALS, INC							
1650687 00044668	COMPASS MINERALS, INC SALT 101-00000-14100	03/31/2026 JSHOOK INVENTORY OF MATERIAL/SUPPLY		4,841.69 4,841.69	4,841.69	Open	N 04/20/2026 4,841.69
1649735 00044669	COMPASS MINERALS, INC SALT 101-00000-14100	03/27/2026 JSHOOK INVENTORY OF MATERIAL/SUPPLY		8,179.48 8,179.48	8,179.48	Open	N 04/20/2026 8,179.48
1651687 00044670	COMPASS MINERALS, INC SALT 101-00000-14100	04/02/2026 JSHOOK INVENTORY OF MATERIAL/SUPPLY		2,432.83 2,432.83	2,432.83	Open	N 04/20/2026 2,432.83
Total Vendor 6761 - COMPASS MINERALS, INC				15,454.00	15,454.00		
Vendor 91 - DAHLHEIMER DIST. CO. INC							
2741583 00044704	DAHLHEIMER DIST. CO. INC BEER/MISC/NA 609-49751-40254 609-49751-40255 609-49751-40252	04/08/2026 CBUSKEY MISCELLANEOUS MERCHANDISE N/A PRODUCTS BEER		13,765.50 24.75 92.00 13,648.75	13,765.50	Open	N 04/08/2026 24.75 92.00 13,648.75
2738140 00044784	DAHLHEIMER DIST. CO. INC BEER 609-49751-40252	04/15/2026 CBUSKEY BEER		(29.00) (29.00)	(29.00)	open	N 04/15/2026 (29.00)
2747216 00044785	DAHLHEIMER DIST. CO. INC BEER/NA/MISC/THC 609-49751-40254 609-49751-40255 609-49751-40257 609-49751-40252	04/15/2026 CBUSKEY MISCELLANEOUS MERCHANDISE N/A PRODUCTS THC BEER		5,855.50 221.00 60.00 560.00 5,014.50	5,855.50	Open	N 04/15/2026 221.00 60.00 560.00 5,014.50
Total Vendor 91 - DAHLHEIMER DIST. CO. INC				19,592.00	19,592.00		

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Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date Unit Price
					Units	Quantity	
Vendor 91 - DAHLHEIMER DIST. CO. INC							
Vendor 107 - ECM PUBLISHERS, INC							
1093844							
00044708	ECM PUBLISHERS, INC	04/03/2026		55.00		open	N
	APRIL 15 PH SCHOOL LIGHTING CUP		DROBERTSON				04/20/2026
	803-00000-22009		SCHOOL DIST IUP & ORD AMEND	55.00		1.00	55.00
Total Vendor 107 - ECM PUBLISHERS, INC				55.00	55.00		
Vendor 3447 - FERGUSON WATERWORKS							
056456							
00044701	FERGUSON WATERWORKS	04/03/2026		12,420.00		open	N
	NEPTUNE 360 ANNUAL FEE		DROBERTSON				04/20/2026
	601-49440-40311		CONTRACT	12,420.00		1.00	12,420.00
0562510							
00044721	FERGUSON WATERWORKS	04/09/2026		1,091.40		open	N
	VALVE EXTENSION		DROBERTSON				04/20/2026
	601-49440-40229		PROJECT MAINTENANCE	1,091.40		1.00	1,091.40
0562846							
00044722	FERGUSON WATERWORKS	04/09/2026		884.77		open	N
	VB PARTS		DROBERTSON				04/20/2026
	601-49440-40229		PROJECT MAINTENANCE	884.77		1.00	884.77
Total Vendor 3447 - FERGUSON WATERWORKS				14,396.17	14,396.17		
Vendor 10829 - FLASHING THUNDER FIREWORKS							
.03122026							
00044682	FLASHING THUNDER FIREWORKS	03/12/2026		7,500.00		open	N
	DEPOSIT ON 2026 FIREWORKS		DMULVIHILL				04/20/2026
	101-41550-40311		CONTRACT	7,500.00		1.00	7,500.00
Total Vendor 10829 - FLASHING THUNDER FIREWORKS				7,500.00	7,500.00		
Vendor 130 - GOPHER STATE ONE-CALL, INC							

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					Units	Quantity	
Vendor 130 - GOPHER STATE ONE-CALL, INC							
6030769							
00044680	GOPHER STATE ONE-CALL, INC	03/31/2026		35.10	35.10	Open	N
	MARCH 2026 SERVICE	DROBERTSON					04/20/2026
	601-49440-40442	GOPHER STATE		17.55		1.00	17.55
	602-49490-40442	GOPHER STATE		17.55		1.00	17.55
Total Vendor 130 - GOPHER STATE ONE-CALL, INC					<u>35.10</u>	<u>35.10</u>	
Vendor 1145 - HACH COMPANY							
14951616							
00044711	HACH COMPANY	04/08/2026		157.70	157.70	open	N
	FILTER	DROBERTSON					04/20/2026
	602-49490-40235	LAB SUPPLIES		157.70		1.00	157.70
Total Vendor 1145 - HACH COMPANY					<u>157.70</u>	<u>157.70</u>	
Vendor 1175 - HAWKINS, INC							
7382728							
00044700	HAWKINS, INC	04/03/2026		9,161.18	9,161.18	Open	N
	CHEMICALS AND CHLORINE CYLINDERS	DROBERTSON					04/20/2026
	602-49490-40216	CHEMICALS		9,161.18		1.00	9,161.18
7390768							
00044790	HAWKINS, INC	04/15/2026		20.00	20.00	open	N
	CHLORINE CYLINDERS	DROBERTSON					04/20/2026
7391215							
00044791	HAWKINS, INC	04/15/2026		10.00	10.00	open	N
	CHLORINE CYLINDER	DROBERTSON					04/20/2026
Total Vendor 1175 - HAWKINS, INC					<u>9,191.18</u>	<u>9,191.18</u>	
Vendor UB-REFUND - JAMIE STEPPAT							
.04152026							
00044782	JAMIE STEPPAT	04/15/2026		186.22	186.22	open	N
	CREDIT REFUND	DROBERTSON					04/20/2026
	601-49440-40444	REFUND & REIMBURSEMENT		186.22		1.00	186.22
Total Vendor UB-REFUND - JAMIE STEPPAT					<u>186.22</u>	<u>186.22</u>	
Vendor 154 - JOHNSON BROTHERS							

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Inventory	GL Distribution	Entered By			Units	Quantity	Post Date
							Unit Price
Vendor 154 - JOHNSON BROTHERS							
1027895 00044717	JOHNSON BROTHERS LIQUOR	04/09/2026		172.84	172.84	Open	N
	609-49751-40206						04/09/2026
	609-49751-40251	FREIGHT		1.84		1.00	1.84
		LIQUOR		171.00		1.00	171.00
1027893 00044718	JOHNSON BROTHERS WINE	04/09/2026		93.84	93.84	Open	N
	609-49751-40206						04/09/2026
	609-49751-40253	FREIGHT		1.84		1.00	1.84
		WINE		92.00		1.00	92.00
1027892 00044719	JOHNSON BROTHERS LIQUOR	04/09/2026		1,247.93	1,247.93	Open	N
	609-49751-40206						04/09/2026
	609-49751-40251	FREIGHT		42.63		1.00	42.63
		LIQUOR		1,205.30		1.00	1,205.30
177942 00044778	JOHNSON BROTHERS LIQUOR CREDIT	03/30/2026		(32.29)	(32.29)	Open	N
	609-49751-40251						04/20/2026
		LIQUOR		(32.29)		1.00	(32.29)
Total Vendor 154 - JOHNSON BROTHERS				1,482.32	1,482.32		
Vendor 7527 - KODIAK POWER SYSTEMS, INC							
23351124 00044724	KODIAK POWER SYSTEMS, INC GENERATOR MAINTENANCE AND RADIATOR REPLA	01/27/2026		4,375.23	4,375.23	Open	N
	602-49490-40221						04/20/2026
	601-49440-40228	VEHICLE MAINTENANCE		2,187.62		1.00	2,187.62
		EQUIPMENT MAINTENANCE		2,187.61		1.00	2,187.61
Total Vendor 7527 - KODIAK POWER SYSTEMS, INC				4,375.23	4,375.23		
Vendor 10403 - LANGUAGE LINE SERVICES, INC							
11879411 00044674	LANGUAGE LINE SERVICES, INC OVER-THE-PHONE INTERPRETATION	03/31/2026		10.80	10.80	Open	N
	101-42110-40441						04/20/2026
		MISCELLANEOUS		10.80		1.00	10.80
Total Vendor 10403 - LANGUAGE LINE SERVICES, INC				10.80	10.80		

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Inventory					Units	Quantity	
Vendor 2580 - LITTLE FALLS MACHINE INC.							
375410							
00044703	LITTLE FALLS MACHINE INC. NUTS & BOLTS 101-43100-40218	01/07/2026 DROBERTSON EQUIPMENT MAINTENANCE		322.73 322.73	322.73	Open	N 04/20/2026 322.73
Total Vendor 2580 - LITTLE FALLS MACHINE INC.				322.73	322.73		
Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP							
123144							
00044702	LOCKRIDGE GRINDAL NAUEN PLLP APRIL 2026 SERVICES 101-41400-40311	04/01/2026 DROBERTSON CONTRACT		3,333.33 3,333.33	3,333.33	Open	N 04/20/2026 3,333.33
Total Vendor 10747 - LOCKRIDGE GRINDAL NAUEN PLLP				3,333.33	3,333.33		
Vendor 173 - MARTIN-MCALLISTER							
17432							
00044683	MARTIN-MCALLISTER PERSONNEL EVAL - SANTILLO 101-41400-40311	03/31/2026 DROBERTSON CONTRACT		1,800.00 1,800.00	1,800.00	Open	N 04/20/2026 1,800.00
Total Vendor 173 - MARTIN-MCALLISTER				1,800.00	1,800.00		
Vendor 202 - MCDONALD DIST CO							
854839							
00044705	MCDONALD DIST CO BEER 609-49751-40206 609-49751-40252	04/08/2026 CBUSKEY FREIGHT BEER		12,205.15 7.00 12,198.15	12,205.15	Open	N 04/08/2026 7.00 12,198.15
855808							
00044754	MCDONALD DIST CO LIQUOR 609-49751-40251	04/14/2026 CBUSKEY LIQUOR		306.00 306.00	306.00	Open	N 04/14/2026 306.00
8860775							
00044755	MCDONALD DIST CO BEER 609-49751-40252	04/14/2026 CBUSKEY BEER		(45.20) (45.20)	(45.20)	open	N 04/14/2026 (45.20)

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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 202 - MCDONALD DIST CO							
855809							
00044756	MCDONALD DIST CO BEER/NA 609-49751-40255 609-49751-40252	04/14/2026 CBUSKEY NA BEER		5,305.80 108.00 5,197.80	5,305.80	Open	N 04/14/2026 108.00 5,197.80
Total Vendor 202 - MCDONALD DIST CO				17,771.75	17,771.75		
Vendor 3689 - METRO SALES, INC							
INV3065887							
00044762	METRO SALES, INC COPIES-CITY HALL 101-41400-40200	04/14/2026 DROBERTSON OFFICE SUPPLIES		203.42 203.42	203.42	Open	N 04/20/2026 203.42
INV3065718							
00044763	METRO SALES, INC COPIES-PW 602-49490-40240 101-43100-40240 101-45200-40240 601-49440-40240	04/14/2026 DROBERTSON OFFICE EQUIP OFFICE EQUIP OFFICE EQUIP OFFICE EQUIP		250.00 62.50 62.50 62.50 62.50	250.00	Open	N 04/20/2026 62.50 62.50 62.50 62.50
INV3064996							
00044789	METRO SALES, INC COPIES-POLICE 101-42110-40311	04/14/2026 DROBERTSON CONTRACT		733.36 733.36	733.36	Open	N 04/20/2026 733.36
Total Vendor 3689 - METRO SALES, INC				1,186.78	1,186.78		
Vendor 10337 - METRO-INET							

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Inventory	GL Distribution		Entered By			Units	Quantity	Post Date
								Unit Price
Vendor 10337 - METRO-INET								
3415								
00044677		METRO-INET		04/01/2026	17,726.00	17,726.00	Open	N
		APRIL 2026 SERVICES		DROBERTSON				04/20/2026
		101-41110-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		101-41400-40310		COMPUTER CONSULTING FEES	2,726.26		1.00	2,726.26
		101-41910-40310		COMPUTER CONSULTING FEES	389.97		1.00	389.97
		101-42110-40310		COMPUTER CONSULTING FEES	9,545.45		1.00	9,545.45
		101-42400-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		101-43100-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		101-45200-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		601-49440-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		602-49490-40310		COMPUTER CONSULTING FEES	779.94		1.00	779.94
		609-49750-40310		COMPUTER CONSULTING FEES	384.68		1.00	384.68
Total Vendor 10337 - METRO-INET					17,726.00	17,726.00		
Vendor 5371 - MIDCONTINENT COMMUNICATIONS								
13334860115326								
00044694		MIDCONTINENT COMMUNICATIONS		04/02/2026	160.65	160.65	Open	N
		APRIL 2026 BILLING		DROBERTSON				04/20/2026
		101-42110-40321		TELEPHONE	160.65		1.00	160.65
13332710115326								
00044695		MIDCONTINENT COMMUNICATIONS		04/02/2026	49.93	49.93	Open	N
		APRIL 2026 BILLING		DROBERTSON				04/20/2026
		601-49440-40321		TELEPHONE	49.93		1.00	49.93
Total Vendor 5371 - MIDCONTINENT COMMUNICATIONS					210.58	210.58		
Vendor 10832 - MINNESOTA HOIST INSPECTION, INC.								
3316								
00044740		MINNESOTA HOIST INSPECTION, INC.		04/11/2026	2,801.45	2,801.45	Open	N
		HOIST INSPECTION		DROBERTSON				04/20/2026
		101-43100-40218		EQUIPMENT MAINTENANCE	700.36		1.00	700.36
		101-45200-40218		EQUIPMENT MAINTENANCE	700.36		1.00	700.36
		601-49440-40228		EQUIPMENT MAINTENANCE	700.36		1.00	700.36
		602-49490-40228		EQUIPMENT MAINTENANCE	700.37		1.00	700.37
Total Vendor 10832 - MINNESOTA HOIST INSPECTION, INC.					2,801.45	2,801.45		
Vendor 10727 - NELSON SANITATION & RENTAL, INC								

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Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 10727 - NELSON SANITATION & RENTAL, INC							
INV/2026/3263 00044746	NELSON SANITATION & RENTAL, INC	04/10/2026		165.00	165.00	Open	N
	WARMING HOUSE HANDICAP UNIT & WINTER FEE DROBERTSON						04/20/2026
	101-45200-40311	CONTRACT		165.00		1.00	165.00
INV/2026/3310 00044752	NELSON SANITATION & RENTAL, INC	04/15/2026		29.46	29.46	Open	N
	WARMING HOUSE HANDICAP UNIT & WINTER FEE DROBERTSON						04/20/2026
	101-45200-40311	CONTRACT		29.46		1.00	29.46
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC				194.46	194.46		
Vendor 3753 - PAUSTIS WINE COMPANY							
292113 00044753	PAUSTIS WINE COMPANY	04/14/2026		152.00	152.00	Open	N
	WINE	CBUSKEY					04/14/2026
	609-49751-40206	FREIGHT		8.00		1.00	8.00
	609-49751-40253	WINE		144.00		1.00	144.00
Total Vendor 3753 - PAUSTIS WINE COMPANY				152.00	152.00		
Vendor 214 - PHILLIPS WINE & SPIRITS CO							
5154989 00044714	PHILLIPS WINE & SPIRITS CO	04/09/2026		507.84	507.84	Open	N
	WINE	CBUSKEY					04/09/2026
	609-49751-40206	FREIGHT		11.04		1.00	11.04
	609-49751-40253	WINE		496.80		1.00	496.80
5154988 00044715	PHILLIPS WINE & SPIRITS CO	04/09/2026		11,081.15	11,081.15	Open	N
	LIQUOR	CBUSKEY					04/09/2026
	609-49751-40206	FREIGHT		119.60		1.00	119.60
	609-49751-40251	LIQUOR		10,961.55		1.00	10,961.55
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO				11,588.99	11,588.99		
Vendor 7898 - RIVARD COMPANIES, INC							
513010 00044737	RIVARD COMPANIES, INC	04/08/2026		9,500.00	9,500.00	Open	N
	TREE REMOVAL	DROBERTSON					04/20/2026
	101-45200-40229	PROJECT MAINTENANCE		9,500.00		1.00	9,500.00

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Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 7898 - RIVARD COMPANIES, INC							
513012							
00044738	RIVARD COMPANIES, INC STUMP GRINDING & CUTTING 101-43100-40311	04/08/2026 DROBERTSON CONTRACT		5,500.00	5,500.00	Open	N 04/20/2026 5,500.00
513011							
00044739	RIVARD COMPANIES, INC TREE REMOVAL 101-43100-40311	04/09/2026 DROBERTSON CONTRACT		2,500.00	2,500.00	Open	N 04/20/2026 2,500.00
Total Vendor 7898 - RIVARD COMPANIES, INC				17,500.00	17,500.00		
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
B021920							
00044676	RMB ENVIRONMENTAL LABORATORIES, INC PROJECT 99 602-49490-40313	04/03/2026 DROBERTSON SAMPLE TESTING		80.00	80.00	Open	N 04/20/2026 80.00
B021876							
00044678	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1 602-49490-40313	04/06/2026 DROBERTSON SAMPLE TESTING		238.00	238.00	Open	N 04/20/2026 238.00
B021921							
00044710	RMB ENVIRONMENTAL LABORATORIES, INC ALL WEEKS COOLER 2 602-49490-40313	04/08/2026 DROBERTSON SAMPLE TESTING		188.00	188.00	Open	N 04/20/2026 188.00
B021995							
00044720	RMB ENVIRONMENTAL LABORATORIES, INC INFORMAL CHLORIDE TESTING 602-49490-40313	04/09/2026 DROBERTSON SAMPLE TESTING		54.00	54.00	Open	N 04/20/2026 54.00
B022044							
00044745	RMB ENVIRONMENTAL LABORATORIES, INC INFORMAL CHLORIDE TESTING 602-49490-40313	04/10/2026 DROBERTSON SAMPLE TESTING		54.00	54.00	Open	N 04/20/2026 54.00
B022034							
00044787	RMB ENVIRONMENTAL LABORATORIES, INC ALL WEEKS COOLER 2	04/15/2026 DROBERTSON		242.00	242.00	Open	N 04/20/2026
B022084							
00044788	RMB ENVIRONMENTAL LABORATORIES, INC INFORMAL CHLORIDE TESTING	04/15/2026 DROBERTSON		108.00	108.00	Open	N 04/20/2026

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EXP CHECK RUN DATES 04/21/2026 - 04/21/2026

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution				Units	Quantity	Unit Price
Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC							
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC				964.00	964.00		
<hr/>							
Vendor 8827 - SEH, INC							
506477							
00044699	SEH, INC CHLORIDE MONITORING 602-49490-40303	04/07/2026 DROBERTSON ENGINEERING FEES		550.25 550.25	550.25	Open 1.00	N 04/20/2026 550.25
506325							
00044734	SEH, INC WARMING SHELTER & PARK IMPROVEMENTS 226-45100-40457	04/08/2026 DROBERTSON WARMING HOUSE IMPROVEMENTS		10,947.80 10,947.80	10,947.80	Open 1.00	N 04/20/2026 10,947.80
506483							
00044735	SEH, INC COMM PARK GRANT ASSIST & ENVMNT WORK 226-45100-40457	04/07/2026 DROBERTSON WARMING HOUSE IMPROVEMENTS		1,191.89 1,191.89	1,191.89	Open 1.00	N 04/20/2026 1,191.89
Total Vendor 8827 - SEH, INC				12,689.94	12,689.94		
<hr/>							
Vendor 7455 - SOUTHERN GLAZERS OF MN							
2744646							
00044712	SOUTHERN GLAZERS OF MN WINE 609-49751-40206 609-49751-40253	04/09/2026 CBUSKEY FREIGHT WINE		277.40 6.40 271.00	277.40	Open 1.00 1.00	N 04/09/2026 6.40 271.00
2744645							
00044713	SOUTHERN GLAZERS OF MN LIQUOR 609-49751-40206 609-49751-40251	04/08/2026 CBUSKEY FREIGHT LIQUOR		1,592.92 10.14 1,582.78	1,592.92	Open 1.00 1.00	N 04/09/2026 10.14 1,582.78
9693722							
00044783	SOUTHERN GLAZERS OF MN LIQUOR 609-49751-40251	04/15/2026 CBUSKEY LIQUOR		(150.00) (150.00)	(150.00)	Open 1.00	N 04/15/2026 (150.00)
Total Vendor 7455 - SOUTHERN GLAZERS OF MN				1,720.32	1,720.32		
<hr/>							
Vendor UB-REFUND - ST. FRANCIS PROPERTIES							

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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 UB-REFUND - ST. FRANCIS PROPERTIES							
.04152026							
00044781	ST. FRANCIS PROPERTIES	04/15/2026		77.56		Open	N
	CREDIT REFUND		DROBERTSON				04/20/2026
	601-49440-40444	REFUND & REIMBURSEMENT		77.56		1.00	77.56
Total Vendor UB-REFUND - ST. FRANCIS PROPERTIES				<u>77.56</u>	<u>77.56</u>		
Vendor 10831 - SUNBELT RENTALS, INC.							
182182398-0001							
00044732	SUNBELT RENTALS, INC.	04/07/2026		105.78		Open	N
	AIR HAMMER		DROBERTSON				04/20/2026
	601-49440-40415	EQUIPMENT RENTALS		52.89		1.00	52.89
	602-49490-40415	EQUIPMENT RENTALS		52.89		1.00	52.89
182182398-0002							
00044733	SUNBELT RENTALS, INC.	04/08/2026		839.15		Open	N
	DIESEL AIR COMPRESSOR RENTAL		DROBERTSON				04/20/2026
	601-49440-40415	EQUIPMENT RENTALS		419.58		1.00	419.58
	602-49490-40415	EQUIPMENT RENTALS		419.57		1.00	419.57
Total Vendor 10831 - SUNBELT RENTALS, INC.				<u>944.93</u>	<u>944.93</u>		
Vendor 10828 - THE AMERICAN PATCH							
IUYVJF9X-0001							
00044681	THE AMERICAN PATCH	04/02/2026		580.00		Open	N
	EMBROIDERED PATCHES		DROBERTSON				04/20/2026
	101-42110-40308	COMMUNITY EDUCATION		580.00		1.00	580.00
Total Vendor 10828 - THE AMERICAN PATCH				<u>580.00</u>	<u>580.00</u>		
Vendor 863 - THE BERNICK COMPANIES							
10477658							
00044707	THE BERNICK COMPANIES	04/09/2026		616.80		open	N
	BEER/NA		CBUSKEY				04/09/2026
	609-49751-40255	N/A PRODUCTS		58.00		1.00	58.00
	609-49751-40252	BEER		558.80		1.00	558.80
Total Vendor 863 - THE BERNICK COMPANIES				<u>616.80</u>	<u>616.80</u>		
Vendor 9559 - TIMESAVER OFF SITE SEC. INC							

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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 9559 - TIMESAVER OFF SITE SEC. INC							
32160							
00044761	TIMESAVER OFF SITE SEC. INC	04/14/2026		178.00	178.00	Open	N
	CITY COUNCIL MEETING 04/06/2026	DROBERTSON					04/20/2026
Total Vendor 9559 - TIMESAVER OFF SITE SEC. INC				178.00	178.00		
Vendor 4491 - TOM LYNCH ELECTRIC LLC							
.04082026							
00044709	TOM LYNCH ELECTRIC LLC	04/08/2026		4,885.00	4,885.00	Open	N
	WATER PLANT LED CONVERSION	DROBERTSON					04/20/2026
	601-49440-40500	CAPITAL OUTLAY		4,885.00		1.00	4,885.00
Total Vendor 4491 - TOM LYNCH ELECTRIC LLC				4,885.00	4,885.00		
Vendor 4482 - TOTAL CONTROL SYSTEMS, INC							
12098							
00044679	TOTAL CONTROL SYSTEMS, INC	04/07/2026		579.30	579.30	Open	N
	CRADLEPOINT MONTHLY SERVICE JAN-MARCH 20	DROBERTSON					04/20/2026
	601-49440-40401	BUILDINGS MAINTENANCE		579.30		1.00	579.30
Total Vendor 4482 - TOTAL CONTROL SYSTEMS, INC				579.30	579.30		
Vendor CD-REFUND - TRADEWINDS HVAC FIREPLACE LLC							
04/07/2026							
00044685	TRADEWINDS HVAC FIREPLACE LLC	04/07/2026		121.00	121.00	Open	N
	CANCELED PERMIT	DROBERTSON					04/20/2026
	101-00000-20200	HVAC - Heat & AC		120.00		1.00	120.00
	101-00000-20200	Surcharge - Flat		1.00		1.00	1.00
Total Vendor CD-REFUND - TRADEWINDS HVAC FIREPLACE LLC				121.00	121.00		
Vendor 10647 - TRUE NORTH PSYCHOLOGY & CONSULTING, LLC							
1276							
00044786	TRUE NORTH PSYCHOLOGY & CONSULTING,	04/15/2026		480.00	480.00	Open	N
	MARCH 2026 FIRE & POLICE SESSIONS	DROBERTSON					04/20/2026
Total Vendor 10647 - TRUE NORTH PSYCHOLOGY & CONSULTING, LLC				480.00	480.00		
Vendor 10641 - UNION HERALD							

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Agenda Item # 4E.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory					Units	Quantity	Unit Price
Vendor 10641 - UNION HERALD							
53481							
00044744	UNION HERALD ANOKA COUNTY UNION HERALD MARCH 2026	03/31/2026 DROBERTSON		12.50	12.50	Open	N 04/20/2026
Total Vendor 10641 - UNION HERALD				12.50	12.50		
Vendor 4556 - UTILITY SERVICE CO., INC							
642384							
00044743	UTILITY SERVICE CO., INC HYDROPIILLAR NEW TOWER 601-49440-40234	02/01/2026 DROBERTSON WATER TOWER MAINTENANCE		12,038.57	12,038.57	Open	N 04/20/2026 12,038.57
Total Vendor 4556 - UTILITY SERVICE CO., INC				12,038.57	12,038.57		
Vendor 10830 - WRUCK SEWER AND PORTABLE RENTAL, LLC.							
I32883							
00044684	WRUCK SEWER AND PORTABLE RENTAL, LL SEPTIC PUMP 101-42110-40308	04/02/2026 DROBERTSON COMMUNITY EDUCATION		120.00	120.00	Open	N 04/20/2026 120.00
Total Vendor 10830 - WRUCK SEWER AND PORTABLE RENTAL, LLC.				120.00	120.00		
Vendor 8383 - WSB & ASSOCIATES, INC							
R-028272-000 -							
00044741	WSB & ASSOCIATES, INC HWY 47 PRELIMINARY DESIGN-MARCH 405-43100-40810	04/13/2026 DROBERTSON HWY 47		7,401.48	7,401.48	Open	N 04/20/2026 7,401.48
Total Vendor 8383 - WSB & ASSOCIATES, INC				7,401.48	7,401.48		
Vendor 3742 - YALE MECHANICAL							
283587							
00044757	YALE MECHANICAL MAINTENANCE AND REPAIRS 602-49490-40401	04/14/2026 DROBERTSON BUILDINGS MAINTENANCE		2,252.00	2,252.00	Open	N 04/20/2026 2,252.00
Total Vendor 3742 - YALE MECHANICAL				2,252.00	2,252.00		

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Invoice Number	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted
Inv Ref #	GL Distribution	Entered By			Units	Quantity	Post Date
Inventory							Unit Price
# of Invoices:	84	# Due:	84	Totals:	216,327.04		
# of Credit Memos:	5	# Due:	5	Totals:	(271.49)		
Net of Invoices and Credit Memos:					216,055.55		
--- TOTALS BY GL BANK ---							
	GNCKG				216,055.55		
--- TOTALS BY GL DISTRIBUTIONS ---							
	101-00000-14100				15,454.00		
	101-00000-20200				121.00		
	101-41110-40310				779.94		
	101-41400-40200				203.42		
	101-41400-40310				2,726.26		
	101-41400-40311				5,133.33		
	101-41550-40311				7,500.00		
	101-41600-40304				2,997.00		
	101-41600-40312				5,300.00		
	101-41910-40310				389.97		
	101-42110-40308				700.00		
	101-42110-40310				9,545.45		
	101-42110-40311				733.36		
	101-42110-40321				160.65		
	101-42110-40401				521.00		
	101-42110-40441				10.80		
	101-42400-40310				779.94		
	101-43100-40217				29.53		
	101-43100-40218				1,023.09		
	101-43100-40240				62.50		
	101-43100-40310				779.94		
	101-43100-40311				8,000.00		
	101-43100-40384				448.14		
	101-43100-40401				521.00		
	101-43210-40217				29.53		
	101-45200-40217				29.53		
	101-45200-40218				700.36		
	101-45200-40229				9,500.00		
	101-45200-40240				62.50		
	101-45200-40310				779.94		
	101-45200-40311				194.46		
	101-45200-40384				448.14		
	101-45200-40401				521.00		
	226-45100-40457				12,139.69		
	405-43100-40810				7,401.48		
	601-49440-40217				29.53		
	601-49440-40228				2,887.97		
	601-49440-40229				1,976.17		

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Agenda Item # 4E.

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
	601-49440-40234			12,038.57			
	601-49440-40240			62.50			
	601-49440-40310			779.94			
	601-49440-40311			12,420.00			
	601-49440-40321			49.93			
	601-49440-40401			1,100.30			
	601-49440-40415			472.47			
	601-49440-40442			17.55			
	601-49440-40444			350.67			
	601-49440-40500			4,885.00			
	602-49490-40216			9,161.18			
	602-49490-40217			29.53			
	602-49490-40221			2,187.62			
	602-49490-40228			700.37			
	602-49490-40229			3,850.00			
	602-49490-40235			157.70			
	602-49490-40240			62.50			
	602-49490-40303			550.25			
	602-49490-40310			779.94			
	602-49490-40311			3,850.00			
	602-49490-40313			614.00			
	602-49490-40401			2,773.00			
	602-49490-40415			472.46			
	602-49490-40442			17.55			
	609-49750-40210			28.00			
	609-49750-40310			384.68			
	609-49751-40206			259.73			
	609-49751-40251			17,496.84			
	609-49751-40252			36,543.80			
	609-49751-40253			1,003.80			
	609-49751-40254			283.55			
	609-49751-40255			318.00			
	609-49751-40257			628.00			
	803-00000-22009			55.00			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			76,185.78	76,185.78		
	226 PARK FUND			12,139.69	12,139.69		
	405 STREET IMPROVEMENT FUND			7,401.48	7,401.48		
	601 WATER FUND			37,070.60	37,070.60		
	602 SEWER FUND			25,206.10	25,206.10		
	609 LIQUOR FUND			56,946.40	56,946.40		
	803 ESCROW			55.00	55.00		
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			15,630.00	15,630.00		
	41110 CITY COUNCIL			779.94	779.94		
	41400 ADMINISTRATION			8,063.01	8,063.01		

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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
	41550 ASSESSING			7,500.00	7,500.00		
	41600 LEGAL			8,297.00	8,297.00		
	41910 COMMUNITY DEVELOPMENT			389.97	389.97		
	42110 POLICE			11,671.26	11,671.26		
	42400 BUILDING INSPECTIONS			779.94	779.94		
	43100 STREETS			18,265.68	18,265.68		
	43210 RECYCLING			29.53	29.53		
	45100 RECREATION			12,139.69	12,139.69		
	45200 PARKS			12,235.93	12,235.93		
	49440 WATER DEPT			37,070.60	37,070.60		
	49490 SEWER DEPT			25,206.10	25,206.10		
	49750 LIQUOR STORE			412.68	412.68		
	49751 MERCHANDISE PURCHASES			56,533.72	56,533.72		



**CITY COUNCIL
AGENDA REPORT**

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Traffic Study Ambassador and Bridge St by WSB
DATE: April 20, 2026

OVERVIEW:

As development partners continue to discuss projects in St. Francis as well as conversations with the County and the overall Comprehensive Plan, Staff worked with WSB on a local traffic study. The timing of this study not only is a benefit to the regional planning work, but to answer questions that arise with concerns about how the city’s plan impacts the county intersection. WSB is the engineering firm that has completed the full study of Hwy 47 for the State hwy design and is aware of impact that project will have on the area. We requested that they also review the concept of Bridge Street connecting to Hwy 47 and the changes in traffic patterns that would create.

Anoka County is aware of the city’s local plans as we complete many of the steps together. Their considerations of intersection controls consider city plans as well as any comprehensive changes that come from plan amendments. Any and all projects that the city looks to move forward with, that are on a County road, involved work with and comment from Anoka County. It is their planning efforts that have been behind the Woodbine north extension and the need to remove driveways from Bridge Street.

TONIGHTS DISCUSSION:

Council to hear from WSB on the Traffic study and obtain clarification on any questions.

Attachments:

- Bridge Street/Ambassador Blvd Traffic Study Report



Memorandum

To: Kate Thunstrom, City of St Francis

From: Jason Junge, PE, Senior Traffic Operations Engineer

Date: April 17, 2026

Re: Bridge Street/Ambassador Blvd Traffic Study Report
WSB Project No. 031945-000

Introduction

The purpose of this memorandum is to document the methodology and results of the traffic study that WSB performed for the intersection of Bridge Street and Ambassador Blvd in St Francis, MN. The adjacent intersections at Bridge Street and Rum River Blvd and at Ambassador Blvd and 229th Avenue were also included.

The goal of the study was to evaluate future intersection operations and safety, accounting for traffic generated by several proposed developments in the area. In addition, there is a possibility that Bridge Street may be extended west in the future to connect to Trunk Highway (TH) 47 at the existing Pederson Drive intersection. The impacts that this potential connection would have on travel patterns, traffic volumes, and intersection operations were also analyzed.

Project Location

The study area is shown in **Figure 1** and includes three intersections:

1. Bridge Street and Ambassador Blvd
2. Bridge Street and Rum River Blvd
3. Ambassador Blvd and 229th Avenue

Bridge Street, also known as County State Aid Highway (CSAH) 24, is an east-west roadway that provides the only connection across the Rum River in the city. It is a two-lane roadway classified as a minor arterial with a posted speed of 30 miles per hour. The route of CSAH 24 currently follows Ambassador Blvd and 227th Avenue to connect between Bridge Street and TH 47.

Ambassador Blvd, also known as CSAH 28 north of Bridge Street and CSAH 24 south of Bridge Street, is a north-south route between St Francis and Anoka to the south. It is a two-lane roadway posted at 35 miles per hour, functionally classified as a minor arterial north of Bridge Street and a major collector south of Bridge Street.

There is a mix of land uses in this area, with residential, neighborhood commercial, and institutional developments nearby. St Francis Middle School and St Francis Elementary School are located on the west side of the Bridge Street/Ambassador Blvd intersection, with the middle school driveway connecting as the west leg of the intersection. St Francis High School is on Bridge Street one half mile east. The St Francis City Hall was constructed in the southeast quadrant of the intersection in 2024.



Existing Conditions

Turning movement counts for the study intersections were collected in October 2025. Based on the count data for the Bridge Street/Ambassador Blvd intersection, the peak hours for traffic in this area begin at 7:00 AM and 4:15 PM on weekdays. The count data is included in **Appendix A**. The existing intersection geometry and traffic volumes are shown in **Figure 2**, and the existing conditions at each intersection are described in more detail below.

1. Bridge Street and Ambassador Blvd

This is a four-leg intersection with all-way stop control. The west leg is a driveway for St Francis Middle School and St Francis Elementary School. There is significant school bus traffic during school arrival and dismissal times. The east leg has a dedicated right turn lane and a shared thru/left turn lane. The other three legs have a single shared lane for all turning movements.

Because Bridge Street does not currently connect to TH 47 to the west, east-west thru traffic must turn at this intersection. The closest connection to TH 47 is 229th Avenue about 800 feet south, so the westbound left turn and northbound right turn volumes at this intersection are relatively high.

2. Bridge Street and Rum River Blvd

This is a T intersection with stop control on the south leg (Rum River Blvd) and no north leg. Rum River Blvd has separate lanes for left turns and right turns. There are no turn lanes on Bridge Street.

3. Ambassador Blvd and 229th Avenue

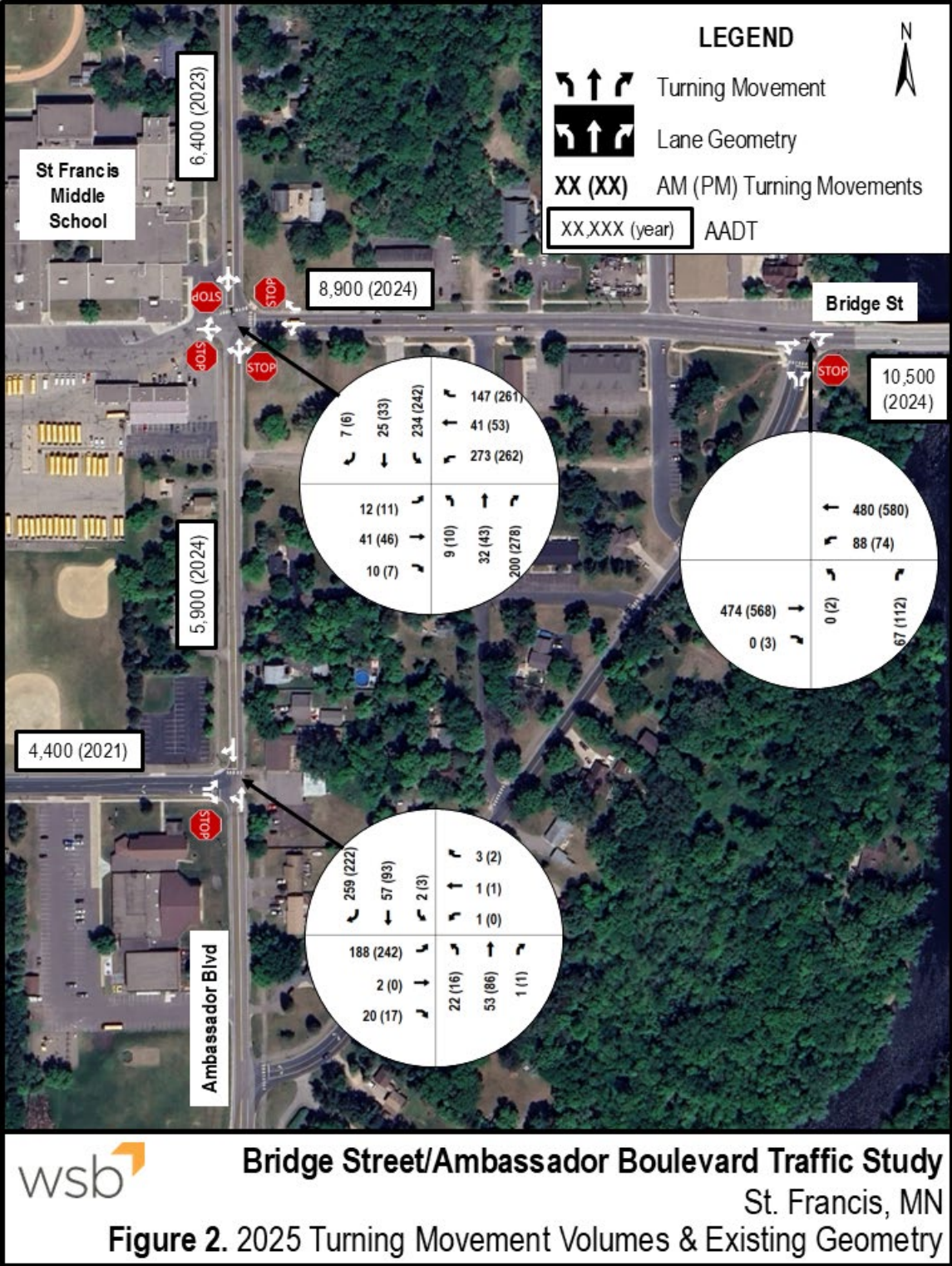
This is a T intersection with stop control on the west leg (229th Avenue). There is a low-volume business driveway that connects as a fourth leg on the east side of the intersection. 229th Avenue has separate lanes for left turns and right turns. There are no turn lanes on Ambassador Blvd.

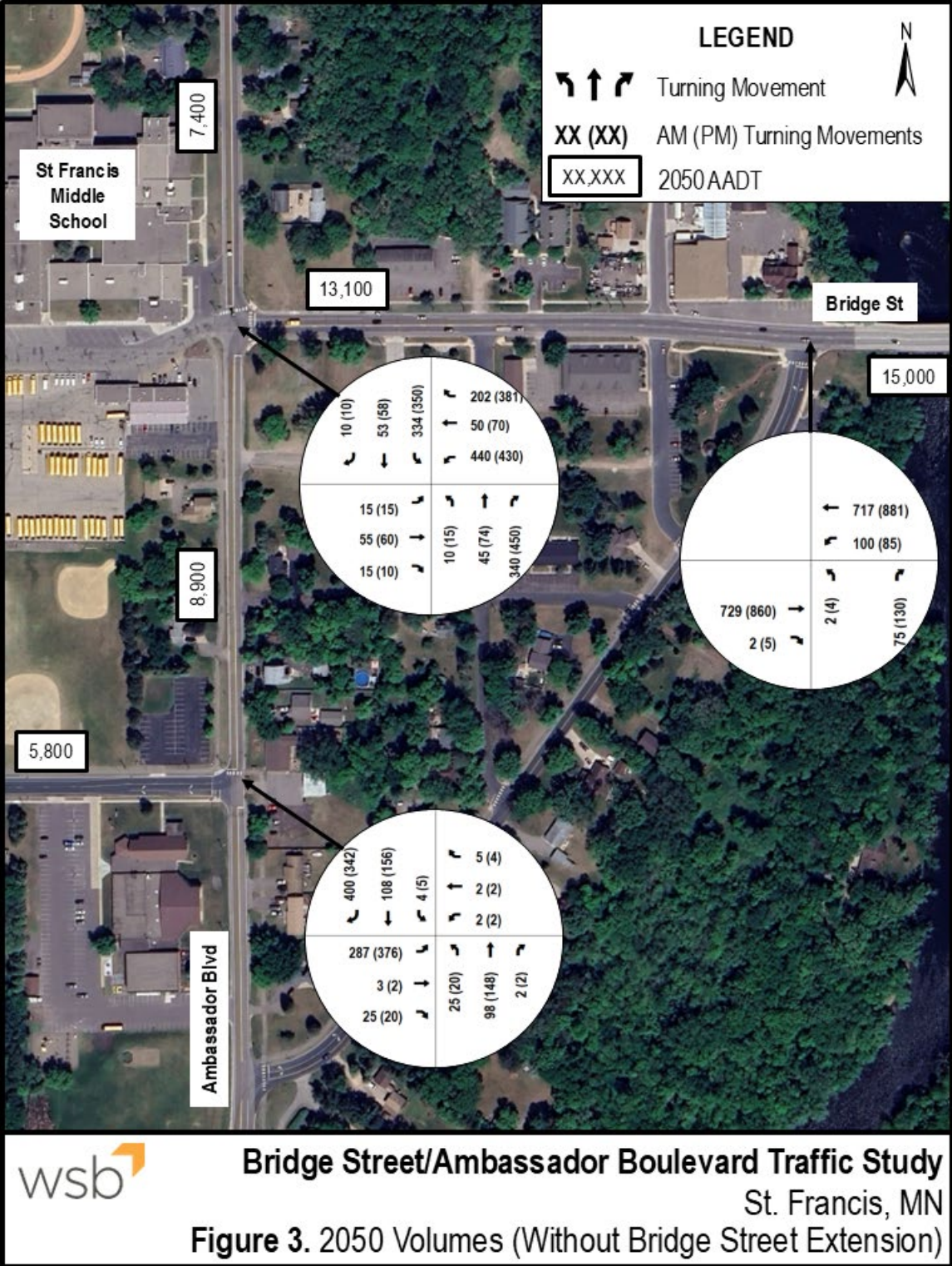
229th Avenue provides the closest connection between Bridge Street and TH 47 and is a city street. The route of CSAH 24 follows Bridge Street, Ambassador Blvd, and 227th Avenue. The eastbound left turn and southbound right turn volumes at this intersection are relatively high.

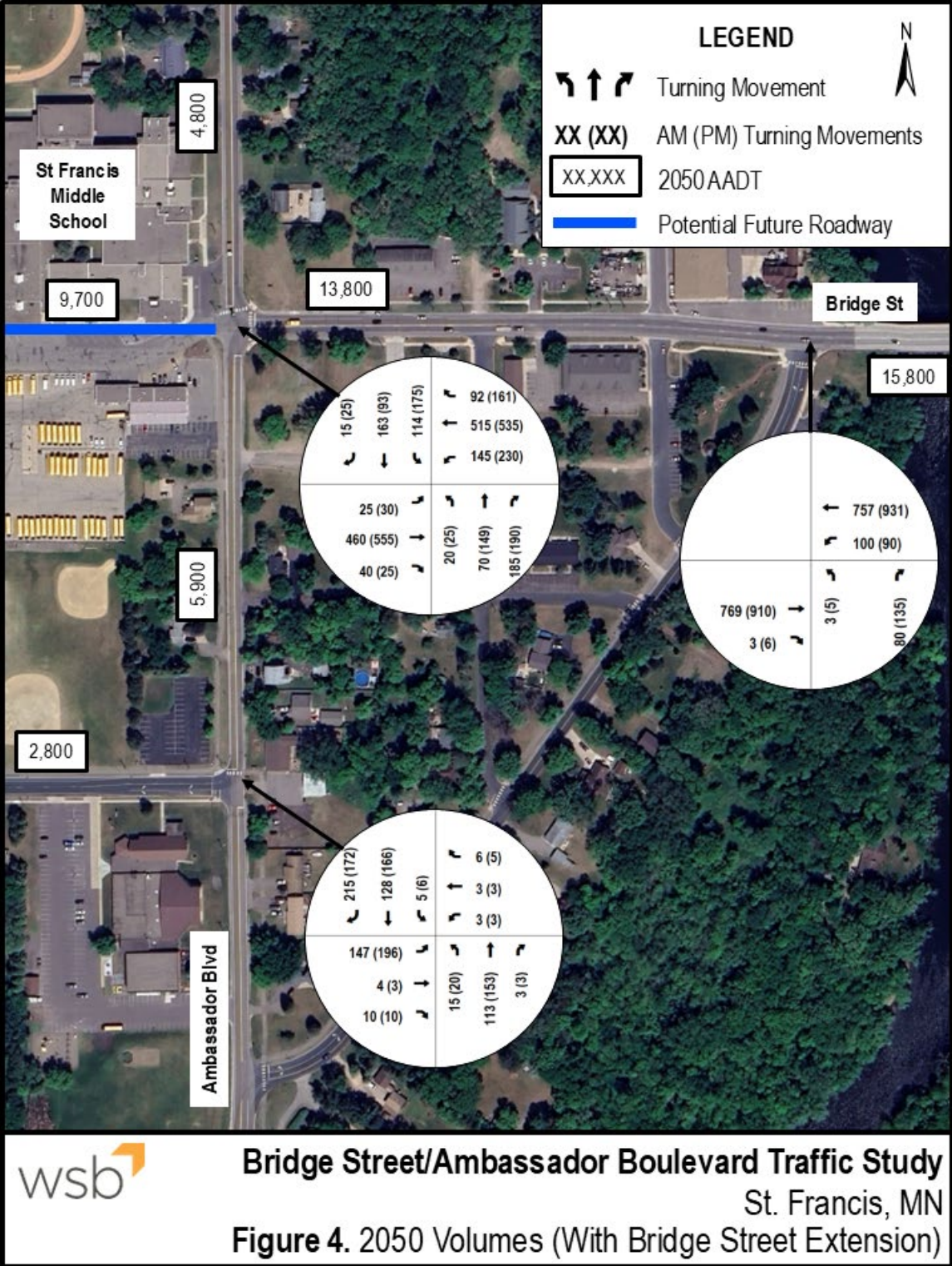
Future Conditions

Traffic in the study area is expected to increase in the future as more development occurs. Connecting Bridge Street to TH 47 would also increase traffic volume at the Bridge Street/Ambassador Blvd intersection by creating a more direct and intuitive east-west through route. The Metropolitan Council's 2050 Regional Travel Demand Model was used to forecast future traffic volumes in the area, with and without the Bridge Street extension. Results indicate that 2050 daily traffic volume on the Rum River bridge would be about 5 percent higher with the extension than without it, and peak hour traffic entering the Bridge Street/Ambassador Blvd intersection would be about 15 percent higher.

Traffic generated by several specific developments was also included in the future volume forecasts. The 2050 traffic volumes that were used for future operations analysis are shown in **Figure 3** without the Bridge Street extension and in **Figure 4** with the Bridge Street extension. The development of the traffic forecasts is described in more detail in the forecast memo for this project, which is included in **Appendix B**.







Safety

The Minnesota Crash Mapping Analysis Tool (MnCMAT2) was used to gather crash data for each intersection in the analysis area for the most recent five full years available (2021-2025). The crash data does not indicate significant existing safety issues at any of the intersections in the study area.

Crash rates for each intersection are shown in **Table 1** and compared to the critical crash rates. Critical rates are a statistical measure used to determine whether a specific location has more crashes than expected, calculated by adjusting the average crash rate for similar intersections for the existing traffic volume. A crash rate that exceeds the critical rate indicates a statistically significant safety issue. Average crash rates were taken from MnDOT’s Crash Data Toolkit. The crash rates at all three intersections analyzed are less than the critical rates.

The Bridge Street/Ambassador Blvd intersection had one rear end and one sideswipe crash, both of which were property damage only. The intersection of Ambassador Blvd and 229th Avenue had two angle crashes, one of which involved a possible injury. There were no crashes at the intersection of Bridge Street and Rum River Blvd.

Table 1. Intersection crashes and rates 2021-2025.

Intersection	Total Crashes	Daily Entering Vehicles	Calculated Crash Rate*	Average Crash Rate*	Critical Crash Rate*	Critical Index
Bridge Street & Ambassador Blvd	2	10,975	0.100	0.289	0.620	0.161
Bridge Street & Rum River Blvd	0	10,250	0.000	0.151	0.410	0.000
Ambassador Blvd & 229 th Avenue	2	6,500	0.168	0.151	0.480	0.351

*Intersection crash rates are expressed in crashes per million entering vehicles.

Warrant Analysis

The Minnesota Manual on Uniform Traffic Control Devices (MN MUTCD) includes a series of warrants that define the minimum conditions under which a traffic signal could be justified. A signal warrant analysis was performed for the intersection of Bridge Street and Ambassador Blvd. Volumes at this intersection are sufficient to meet Warrant 2 (four-hour volume) and Warrant 3 (peak hour volume). Pedestrian crossing volumes during school dismissal times are also high enough to meet Warrant 5 (school crossing).

The MN MUTCD also includes warrants for all-way stop control. The existing volumes at the Bridge Street/Ambassador Blvd intersection are high enough to meet the all-way stop volume warrant. The details of the signal and all-way stop warrant analysis are included in **Appendix C**.

The Minnesota Intersection Control Evaluation Manual considers roundabouts to be warranted if any signal or all-way stop warrants are met. A signal and all-way stop would both be warranted at this intersection based on existing volumes, so a roundabout would also be warranted.

Traffic Operations

Intersection traffic operations for the study area were analyzed using Synchro/SimTraffic 11 and Highway Capacity Software 2025. Intersection operations were evaluated in terms of average delay per vehicle, level of service (LOS), and queue length for each approach and turning movement at each intersection. Summary tables for AM and PM peak hour operations are included in this section.

Three alternatives were analyzed for the Bridge Street/Ambassador Blvd intersection: all-way stop (no build), signal, and roundabout. The existing thru-stop control at the intersections of Bridge Street/Rum River Blvd and Ambassador Blvd/229th Avenue was assumed to remain in place in all alternatives.

Signalized intersection LOS is defined in terms of a weighted average control delay for the entire intersection. Intersection LOS for unsignalized intersections is not defined, as the major street through movement is assumed to experience no delays. LOS at intersections with thru-stop control is defined in terms of the average control delay for movements from the minor street approaches and left turns from the major street. As **Figure 5** shows, the LOS thresholds for unsignalized intersections are lower than for signalized intersections, because delays at signals are perceived as being more tolerable than delays waiting for a gap in traffic at a stop sign, especially when there are vehicles queued behind. LOS D is generally recognized as the lowest acceptable LOS for urban intersections. Per the MnDOT Facility Design Guide, LOS is not used to evaluate roundabouts.

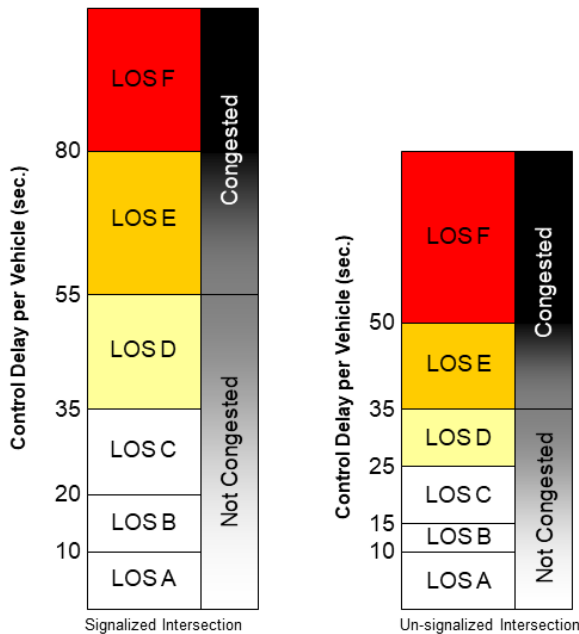


Figure 5. Level of service guidelines.

All-way Stop (No Build)

Existing traffic operations with 2025 volumes are summarized in **Table 2**. Operations at all three intersections are acceptable in both peak hours, with average delays of about 10 seconds per vehicle or less on all turning movements.

Table 2. 2025 existing all-way stop operations.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
All-Way Stop	Ambassador Blvd & School Access/Bridge St	NB	6 (A)	9 (A)	5 (A)	7 (A)	8 (A)	11 (B)	7 (A)	8 (A)
		WB	9 (A)	6 (A)	5 (A)		10 (B)	10 (B)	6 (A)	
		SB	7 (A)	8 (A)	4 (A)		9 (A)	10 (B)	6 (A)	
		EB	6 (A)	7 (A)	4 (A)		6 (A)	8 (A)	4 (A)	
Thru-Stop	Rum River Blvd & Bridge St	NB	0 (A)	0 (A)	5 (A)	2 (A)	7 (A)	0 (A)	7 (A)	3 (A)
		WB	5 (A)	3 (A)	0 (A)		6 (A)	3 (A)	0 (A)	
		SB								
		EB	0 (A)	1 (A)	0 (A)		0 (A)	2 (A)	1 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	4 (A)	1 (A)	0 (A)	4 (A)	3 (A)	0 (A)	0 (A)	4 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	3 (A)	2 (A)		0 (A)	2 (A)	2 (A)	
		EB	7 (A)	0 (A)	3 (A)		8 (A)	0 (A)	4 (A)	

*Delays in seconds per vehicle

Operations with traffic from the proposed developments added to the 2025 volumes are summarized in **Table 3**. Developments in the four areas highlighted in **Figure 1** are estimated to add about 90 vehicles in the AM peak hour and 110 vehicles in the PM peak hour to the Bridge Street/Ambassador Blvd intersection. This amount of additional traffic increases 2025 average delays at the all-way stop by only a few seconds. All turning movements still operate at LOS A or B, indicating that these intersections have sufficient capacity available to accommodate the development traffic without any additional mitigations.

Table 3. 2025 all-way stop operations with development traffic added.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
All-Way Stop	Ambassador Blvd & School Access/Bridge St	NB	7 (A)	9 (A)	6 (A)	8 (A)	11 (B)	12 (B)	8 (A)	9 (A)
		WB	9 (A)	7 (A)	5 (A)		11 (B)	11 (B)	7 (A)	
		SB	9 (A)	9 (A)	5 (A)		11 (B)	12 (B)	7 (A)	
		EB	7 (A)	8 (A)	4 (A)		6 (A)	9 (A)	4 (A)	
Thru-Stop	Rum River Blvd & Bridge St	NB	0 (A)	0 (A)	5 (A)	3 (A)	6 (A)	0 (A)	7 (A)	3 (A)
		WB	6 (A)	3 (A)	0 (A)		8 (A)	4 (A)	0 (A)	
		SB								
		EB	0 (A)	2 (A)	0 (A)		0 (A)	2 (A)	1 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	4 (A)	0 (A)	0 (A)	4 (A)	3 (A)	0 (A)	0 (A)	4 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	3 (A)	2 (A)		0 (A)	3 (A)	2 (A)	
		EB	7 (A)	0 (A)	4 (A)		8 (A)	0 (A)	4 (A)	

*Delays in seconds per vehicle

Operations with 2050 volumes without the Bridge Street extension are summarized in **Table 4**. In the AM peak hour, all movements would still have delays within an acceptable range except the low-volume northbound left turn from Rum River Blvd. The anticipated increase in Bridge Street traffic will reduce the availability of gaps for traffic turning from side street approaches. The forecast traffic increase is expected to lead to significant delays on several movements in the PM peak hour, with the longest delays on northbound Ambassador Blvd at Bridge Street.

Table 4. 2050 all-way stop operations without the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
All-Way Stop	Ambassador Blvd & School Access/Bridge St	NB	14 (B)	19 (C)	15 (C)	17 (C)	135 (F)	133 (F)	124 (F)	60 (F)
		WB	24 (C)	17 (C)	7 (A)		57 (F)	52 (F)	20 (C)	
		SB	18 (C)	20 (C)	21 (C)		27 (D)	28 (D)	22 (C)	
		EB	9 (A)	11 (B)	5 (A)		9 (A)	12 (B)	7 (A)	
Thru-Stop	Rum River Blvd & Bridge St	NB	69 (F)	0 (A)	7 (A)	4 (A)	55 (F)	0 (A)	10 (B)	6 (A)
		WB	9 (A)	5 (A)	0 (A)		13 (B)	7 (A)	0 (A)	
		SB								
		EB	0 (A)	2 (A)	2 (A)		0 (A)	2 (A)	2 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	5 (A)	1 (A)	0 (A)	5 (A)	7 (A)	6 (A)	0 (A)	14 (B)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	3 (A)	2 (A)		0 (A)	3 (A)	2 (A)	
		EB	10 (B)	0 (A)	4 (A)		33 (D)	0 (A)	12 (B)	

*Delays in seconds per vehicle

Operations with 2050 volumes with the Bridge Street extension are summarized in **Table 5**. This scenario results in significant delays on both directions of Bridge Street at Ambassador Blvd in both peak hours. The westbound queues extend long enough to impact operations at the Bridge Street/Rum River Blvd intersection. In addition to the increase in overall traffic volume that the extension would bring, the distribution of turning movements results in less efficient all-way stop operation with the Bridge Street extension than without it.

Table 5. 2050 all-way stop operations with the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
All-Way Stop	Ambassador Blvd & School Access/Bridge St	NB	15 (C)	16 (C)	12 (B)	95 (F)	30 (D)	32 (D)	28 (D)	132 (F)
		WB	172 (F)	170 (F)	103 (F)		220 (F)	220 (F)	138 (F)	
		SB	19 (C)	19 (C)	16 (C)		22 (C)	21 (C)	18 (C)	
		EB	80 (F)	83 (F)	86 (F)		132 (F)	134 (F)	131 (F)	
Thru-Stop	Rum River Blvd & Bridge St	NB	206 (F)	0 (A)	7 (A)	63 (F)	231 (F)	0 (A)	10 (B)	119 (F)
		WB	118 (F)	123 (F)	0 (A)		233 (F)	237 (F)	0 (A)	
		SB								
		EB	0 (A)	3 (A)	3 (A)		0 (A)	3 (A)	3 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	3 (A)	0 (A)	0 (A)	3 (A)	3 (A)	0 (A)	0 (A)	3 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	3 (A)	2 (A)		0 (A)	2 (A)	2 (A)	
		EB	7 (A)	0 (A)	3 (A)		8 (A)	0 (A)	4 (A)	

*Delays in seconds per vehicle

Signal

Traffic operations with a signal at the intersection of Bridge Street and Ambassador Blvd were analyzed first without making any changes to the existing lane configuration. This would require all left turns to be permissive only, because there are currently no left turn lanes.

Signal operations in 2050 with the existing lane configuration and without the Bridge Street extension are summarized in **Table 6**. Overall intersection operations in this scenario are better than with all-way stop control, but some movements would still have unacceptable delays, indicating that the existing lane configuration would not provide sufficient capacity for 2050 traffic volumes regardless of traffic control.

Signal operations in 2050 with the existing lane configuration and with the Bridge Street extension are summarized in **Table 7**. As with all-way stop control, the Bridge Street extension increases the amount of delay at the signalized intersection compared to the 2050 results without the extension.

Table 6. 2050 signal operations (existing lane configuration) without the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
Signalized	Ambassador Blvd & School Access/Bridge St	NB	13 (B)	14 (B)	8 (A)	22 (C)	16 (B)	16 (B)	10 (B)	52 (D)
		WB	27 (C)	20 (C)	6 (A)		56 (E)	56 (E)	17 (B)	
		SB	42 (D)	43 (D)	51 (D)		139 (F)	134 (F)	141 (F)	
		EB	16 (B)	14 (B)	6 (A)		25 (C)	22 (C)	10 (B)	
Thru-Stop	Rum River Blvd & Bridge St	NB	28 (D)	0 (A)	8 (A)	4 (A)	111 (F)	0 (A)	12 (B)	6 (A)
		WB	10 (B)	6 (A)	0 (A)		14 (B)	8 (A)	0 (A)	
		SB								
		EB	0 (A)	2 (A)	1 (A)		0 (A)	2 (A)	1 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	9 (A)	1 (A)	0 (A)	6 (A)	6 (A)	1 (A)	0 (A)	9 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	6 (A)	4 (A)		0 (A)	6 (A)	4 (A)	
		EB	12 (B)	0 (A)	5 (A)		18 (C)	0 (A)	6 (A)	

*Delays in seconds per vehicle

Table 7. 2050 signal operations (existing lane configuration) with the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
Signalized	Ambassador Blvd & School Access/Bridge St	NB	25 (C)	23 (C)	14 (B)	36 (D)	38 (D)	33 (C)	26 (C)	119 (F)
		WB	53 (D)	53 (D)	20 (C)		205 (F)	202 (F)	123 (F)	
		SB	57 (E)	57 (E)	39 (D)		206 (F)	213 (F)	193 (F)	
		EB	24 (C)	16 (B)	13 (B)		25 (C)	22 (C)	19 (B)	
Thru-Stop	Rum River Blvd & Bridge St	NB	57 (F)	0 (A)	8 (A)	6 (A)	561 (F)	0 (A)	18 (C)	114 (F)
		WB	11 (B)	8 (A)	0 (A)		216 (F)	226 (F)	0 (A)	
		SB								
		EB	0 (A)	3 (A)	2 (A)		0 (A)	3 (A)	3 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	4 (A)	0 (A)	0 (A)	3 (A)	3 (A)	0 (A)	0 (A)	3 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	3 (A)	2 (A)		0 (A)	2 (A)	2 (A)	
		EB	7 (A)	0 (A)	3 (A)		8 (A)	0 (A)	4 (A)	

*Delays in seconds per vehicle

Because of the delays observed in the initial model results with signal control and the existing lane geometry, a second signal alternative with additional turn lanes at the intersection of Bridge Street and Ambassador Blvd was analyzed. This alternative would provide dedicated left turn lanes on all four approaches and dedicated right turn lanes on the northbound and westbound approaches. All left turns are assumed to be protected only. The lane configuration of this alternative is shown in **Figure 6**.

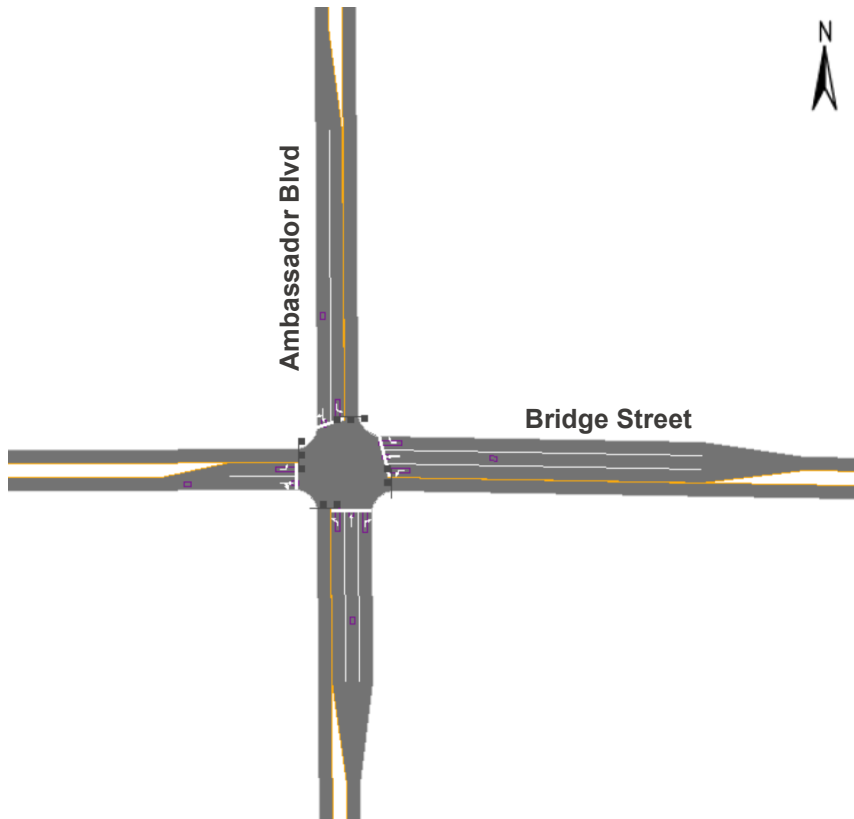


Figure 6. Signal alternative with additional turn lanes.

The results of this alternative with 2050 volumes without the Bridge Street extension are summarized in **Table 8**. This lane configuration provides acceptable operations in both peak hours at the Bridge Street/Ambassador Blvd intersection. There are long delays for northbound left turns from Rum River Blvd onto Bridge Street, but this is a low-volume movement and alternate routes are available.

Signal operations in 2050 with the additional turn lanes and with the Bridge Street extension are summarized in **Table 9**. Operations are similar with and without the extension. Delays for southbound traffic are greater with the extension than without it, because there would be more conflicting eastbound traffic with the extension. Overall intersection operations are acceptable in this scenario.

Table 8. 2050 signal operations (additional turn lanes) without the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
Signalized	Ambassador Blvd & School Access/Bridge St	NB	41 (D)	28 (C)	13 (B)	22 (C)	39 (D)	35 (D)	18 (B)	24 (C)
		WB	27 (C)	12 (B)	6 (A)		32 (C)	18 (B)	8 (A)	
		SB	30 (C)	17 (B)	7 (A)		35 (D)	16 (B)	7 (A)	
		EB	40 (D)	38 (D)	13 (B)		43 (D)	42 (D)	17 (B)	
Thru-Stop	Rum River Blvd & Bridge St	NB	71 (F)	0 (A)	8 (A)	5 (A)	117 (F)	0 (A)	14 (B)	8 (A)
		WB	12 (B)	7 (A)	0 (A)		18 (C)	11 (B)	0 (A)	
		SB								
		EB	0 (A)	2 (A)	2 (A)		0 (A)	2 (A)	2 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	9 (A)	1 (A)	0 (A)	7 (A)	9 (A)	1 (A)	0 (A)	10 (B)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	7 (A)	5 (A)		0 (A)	7 (A)	5 (A)	
		EB	13 (B)	0 (A)	4 (A)		20 (C)	0 (A)	6 (A)	

*Delays in seconds per vehicle

Table 9. 2050 signal operations (additional turn lanes) with the Bridge Street extension.

Intersection			AM Peak				PM Peak			
Control	Location	Approach	Movement Delay* (LOS)			Intersection Delay* (LOS)	Movement Delay* (LOS)			Intersection Delay* (LOS)
			Left	Through	Right		Left	Through	Right	
Signalized	Ambassador Blvd & School Access/Bridge St	NB	33 (C)	26 (C)	12 (B)	21 (C)	47 (D)	35 (D)	18 (B)	33 (C)
		WB	32 (C)	16 (B)	5 (A)		51 (D)	21 (C)	8 (A)	
		SB	33 (C)	22 (C)	16 (B)		55 (E)	24 (C)	14 (B)	
		EB	46 (D)	22 (C)	17 (B)		72 (E)	43 (D)	39 (D)	
Thru-Stop	Rum River Blvd & Bridge St	NB	46 (E)	0 (A)	9 (A)	6 (A)	320 (F)	0 (A)	18 (C)	17 (C)
		WB	12 (B)	7 (A)	0 (A)		33 (D)	26 (D)	0 (A)	
		SB								
		EB	0 (A)	3 (A)	3 (A)		0 (A)	4 (A)	4 (A)	
Thru-Stop	Ambassador Blvd & 229th Ave	NB	5 (A)	0 (A)	0 (A)	4 (A)	4 (A)	1 (A)	0 (A)	5 (A)
		WB	0 (A)	0 (A)	0 (A)		0 (A)	0 (A)	0 (A)	
		SB	0 (A)	4 (A)	3 (A)		0 (A)	4 (A)	3 (A)	
		EB	7 (A)	0 (A)	4 (A)		10 (B)	0 (A)	4 (A)	

*Delays in seconds per vehicle

Roundabout

According to the MnDOT Facility Design Guide, a single-lane roundabout provides sufficient capacity for conflicting volumes in the circulating roadway up to 1,100 vehicles per hour. Without the Bridge Street extension, all conflicting volumes in a roundabout at Bridge Street and Ambassador Blvd would be less than 1,000 vehicles per hour in both 2050 peak hours. With the extension, 2050 PM peak hour conflicting volumes would be slightly more than 1,100 vehicles per hour. This indicates that a single-lane roundabout would likely provide sufficient capacity for 2050 traffic volumes. The conflicting volume calculations are included with the counts in **Appendix A**.

Single-lane roundabout operations results are shown in **Table 10** without the Bridge Street extension. Average delays on all four approaches are around 20 seconds per vehicle or less in both peak hours in 2050.

Table 11 shows single-lane roundabout operations with the Bridge Street extension. The addition of a through street connecting to the west side of the roundabout would redistribute turning movements at the intersection and increase the volumes of movements that would conflict. Average 2050 PM peak hour delays in this scenario are higher on all four approaches than without the extension, but all delays are less than one minute per vehicle.

Table 10. 2050 roundabout operations without the Bridge Street extension.

Intersection			AM Peak		PM Peak	
Control	Location	Approach	Approach Delay*	Intersection Delay*	Approach Delay*	Intersection Delay*
Roundabout	Ambassador Blvd & School Access/Bridge St	NB	12	13	22	21
		WB	11		22	
		SB	16		18	
		EB	10		10	

*Delays in seconds per vehicle

Table 11. 2050 roundabout operations with the Bridge Street extension.

Intersection			AM Peak		PM Peak	
Control	Location	Approach	Approach Delay*	Intersection Delay*	Approach Delay*	Intersection Delay*
Roundabout	Ambassador Blvd & School Access/Bridge St	NB	13	17	31	43
		WB	15		52	
		SB	17		22	
		EB	20		47	

*Delays in seconds per vehicle

Conclusions and Recommendations

This study analyzed traffic operations at the intersection of Bridge Street and Ambassador Blvd and two adjacent intersections with existing conditions, future no build, and two build alternatives – a signal and a roundabout. The existing conditions analysis did not identify any significant concerns with safety or operations at the existing intersections.

The operations analysis indicated that all intersections and turning movements operate acceptably in both the AM and PM peak hours with existing 2025 traffic volumes. When the traffic generated by the four proposed developments is added to the 2025 volumes, delays at the all-way stop are still minimal. No changes to intersection geometry or traffic control are needed to mitigate the impact of development traffic and maintain acceptable operations at the time of development completion and full occupancy.

Traffic volume in the study area is expected to increase in future years as the surrounding area continues to develop. In the no build condition, delays on several legs of the all-way stop are expected to reach the threshold for LOS F by 2050, with westbound queues occasionally extending far enough to cause delays at the Rum River Blvd intersection upstream. This would occur whether the Bridge Street extension is constructed or not.

A signal with additional turn lanes or a single-lane roundabout would both provide acceptable 2050 peak hour intersection operations with or without the Bridge Street extension, and both would be considered warranted based on traffic volumes. A roundabout would have fewer conflict points, a lower risk of severe crashes, and shorter pedestrian crossing distances. Because of the high volume of pedestrian crossings during school arrival and dismissal times, crossing enhancements such as rectangular rapid flashing beacons (RRFBs) could be considered with a roundabout. With the additional turn lanes that would be needed to provide acceptable signal operations, both alternatives would likely have right of way impacts.

The results of this analysis indicate that reasonable intersection improvements can accommodate future traffic volumes with or without the Bridge Street extension. After more development occurs, traffic volumes increase further and approach the capacity of the existing all-way stop, and a decision has been made on whether to construct the extension, an intersection control evaluation should be performed to determine the preferred traffic control at the intersection.

Appendix A

Turning Movement Counts

Bridge St & Ambassador Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Ambassador Blvd
Site Code : 1
Start Date : 10/1/2025
Page No : 1

Groups Printed- vehicles & peds - bikes

Start Time	Ambassador Blvd From North					Bridge St From East					Ambassador Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
06:00 AM	5	7	30	0	42	17	2	42	0	61	17	4	1	0	22	1	6	3	0	10	135
06:15 AM	0	9	40	0	49	22	2	43	0	67	17	2	0	0	19	4	3	2	0	9	144
06:30 AM	2	5	65	0	72	12	3	40	0	55	28	3	0	0	31	0	2	1	0	3	161
06:45 AM	0	4	48	0	52	27	10	71	0	108	35	5	0	1	41	1	4	1	0	6	207
Total	7	25	183	0	215	78	17	196	0	291	97	14	1	1	113	6	15	7	0	28	647
07:00 AM	3	12	51	5	71	31	14	85	2	132	63	6	7	2	78	2	14	0	0	16	297
07:15 AM	1	5	77	4	87	36	19	57	1	113	65	7	2	0	74	6	15	8	0	29	303
07:30 AM	1	2	59	3	65	41	7	62	0	110	40	9	0	2	51	0	7	2	0	9	235
07:45 AM	2	6	47	0	55	39	1	69	0	109	32	10	0	0	42	2	5	2	0	9	215
Total	7	25	234	12	278	147	41	273	3	464	200	32	9	4	245	10	41	12	0	63	1050
08:00 AM	0	9	45	0	54	21	0	25	1	47	28	10	0	0	38	0	3	0	0	3	142
08:15 AM	0	10	31	0	41	24	0	53	0	77	27	1	1	0	29	0	2	0	0	2	149
08:30 AM	0	6	33	0	39	35	0	32	2	69	25	3	0	0	28	0	1	1	0	2	138
08:45 AM	6	9	38	1	54	24	4	56	0	84	34	9	5	0	48	0	2	1	1	4	190
Total	6	34	147	1	188	104	4	166	3	277	114	23	6	0	143	0	8	2	1	11	619
09:00 AM	2	4	32	0	38	27	14	21	0	62	30	7	1	0	38	0	2	4	1	7	145
09:15 AM	1	6	32	0	39	27	16	25	0	68	22	5	0	0	27	4	9	5	0	18	152
09:30 AM	0	5	36	0	41	37	1	28	0	66	22	0	1	1	24	0	3	1	0	4	135
09:45 AM	1	6	32	0	39	36	0	28	0	64	30	2	0	0	32	0	5	4	0	9	144
Total	4	21	132	0	157	127	31	102	0	260	104	14	2	1	121	4	19	14	1	38	576
10:00 AM	0	1	31	1	33	33	1	22	0	56	22	3	0	0	25	0	2	0	0	2	116
10:15 AM	0	3	36	0	39	32	2	33	0	67	25	1	0	0	26	2	3	3	0	8	140
10:30 AM	4	3	34	0	41	38	0	29	0	67	13	2	1	0	16	1	0	0	0	1	125
10:45 AM	2	6	31	0	39	24	0	17	1	42	29	4	1	1	35	0	2	1	0	3	119
Total	6	13	132	1	152	127	3	101	1	232	89	10	2	1	102	3	7	4	0	14	500
11:00 AM	1	5	35	0	41	28	3	32	1	64	21	2	0	0	23	0	4	2	0	6	134
11:15 AM	1	5	28	1	35	37	1	33	0	71	29	7	0	2	38	1	4	0	0	5	149
11:30 AM	1	2	37	1	41	45	3	31	0	79	33	6	0	0	39	0	0	1	0	1	160
11:45 AM	0	6	49	0	55	39	5	38	0	82	23	5	0	0	28	2	3	1	0	6	171
Total	3	18	149	2	172	149	12	134	1	296	106	20	0	2	128	3	11	4	0	18	614
12:00 PM	2	11	38	1	52	45	3	49	0	97	25	5	1	0	31	0	3	0	0	3	183
12:15 PM	1	8	45	0	54	43	1	32	1	77	31	4	1	1	37	0	3	0	0	3	171
12:30 PM	2	5	28	0	35	39	4	38	0	81	25	3	0	0	28	1	3	0	0	4	148
12:45 PM	1	5	44	1	51	40	3	32	0	75	37	4	0	0	41	1	2	2	0	5	172
Total	6	29	155	2	192	167	11	151	1	330	118	16	2	1	137	2	11	2	0	15	674
01:00 PM	2	6	50	0	58	35	0	31	0	66	38	5	2	0	45	0	0	0	0	0	169
01:15 PM	3	3	34	0	40	37	6	48	0	91	29	5	3	0	37	2	0	2	0	4	172
01:30 PM	2	10	45	0	57	35	6	48	0	89	29	11	0	0	40	0	1	3	0	4	190
01:45 PM	6	8	39	1	54	31	12	46	0	89	30	7	5	0	42	2	8	8	0	18	203
Total	13	27	168	1	209	138	24	173	0	335	126	28	10	0	164	4	9	13	0	26	734
02:00 PM	3	5	42	9	59	62	8	37	3	110	46	6	6	0	58	1	9	4	0	14	241
02:15 PM	0	5	54	31	90	35	1	47	0	83	76	5	0	0	81	0	35	2	0	37	291
02:30 PM	1	6	47	14	68	56	6	75	3	140	53	7	0	5	65	1	2	1	1	5	278
02:45 PM	1	4	47	0	52	51	0	53	0	104	43	9	0	0	52	0	1	0	0	1	209
Total	5	20	190	54	269	204	15	212	6	437	218	27	6	5	256	2	47	7	1	57	1019
03:00 PM	1	4	68	1	74	50	1	52	0	103	38	11	2	0	51	0	3	0	0	3	231
03:15 PM	0	1	48	1	50	57	3	60	1	121	50	11	4	0	65	0	0	0	0	0	236
03:30 PM	1	9	54	0	64	59	1	63	0	123	86	11	1	2	100	1	2	1	0	4	291
03:45 PM	2	3	35	7	47	64	6	54	0	124	96	12	0	0	108	6	2	4	0	12	291
Total	4	17	205	9	235	230	11	229	1	471	270	45	7	2	324	7	7	5	0	19	1049

Bridge St & Ambassador Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Ambassador Blvd
Site Code : 1
Start Date : 10/1/2025
Page No : 2

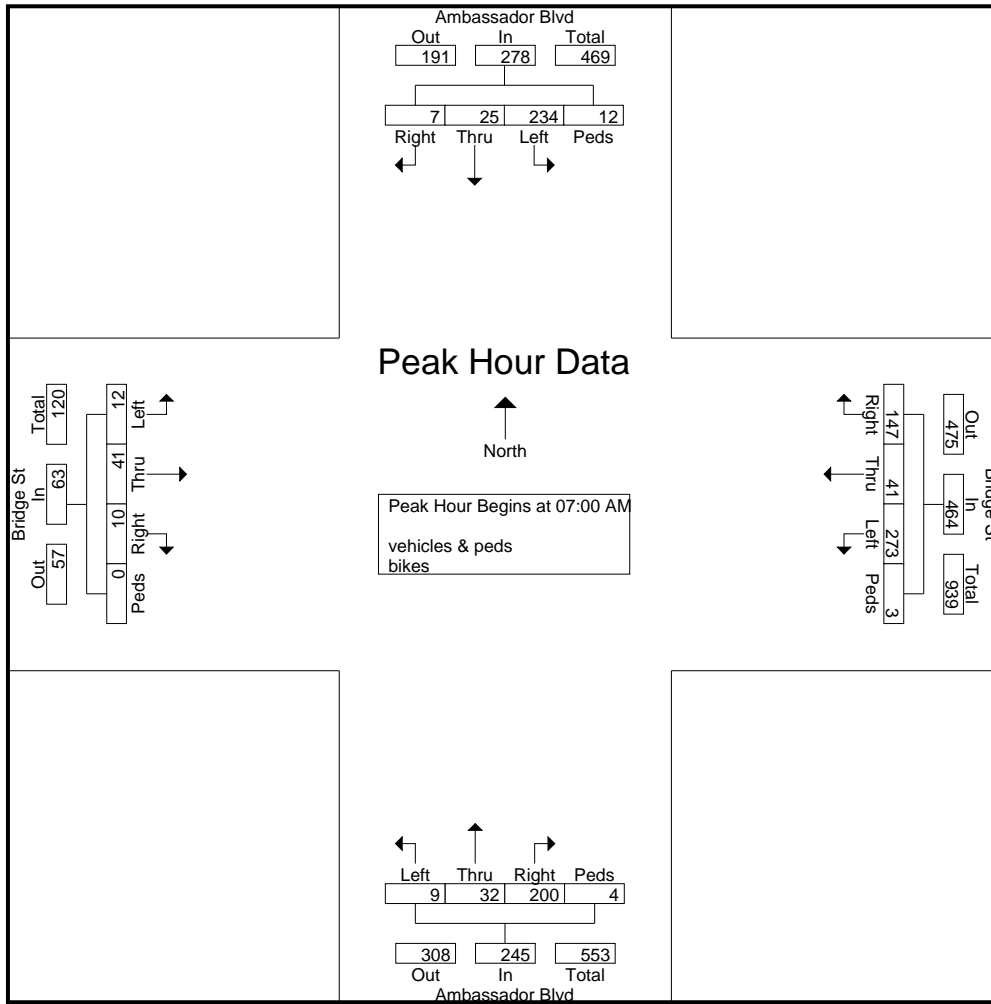
Groups Printed- vehicles & peds - bikes

Start Time	Ambassador Blvd From North					Bridge St From East					Ambassador Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
04:00 PM	0	8	57	0	65	69	4	53	0	126	68	10	0	1	79	0	2	3	0	5	275
04:15 PM	5	7	51	3	66	70	20	61	1	152	66	6	3	0	75	0	7	2	0	9	302
04:30 PM	0	8	66	3	77	74	21	68	0	163	71	12	6	0	89	5	24	5	0	34	363
04:45 PM	1	9	65	3	78	57	8	61	0	126	80	11	1	0	92	1	11	2	0	14	310
Total	6	32	239	9	286	270	53	243	1	567	285	39	10	1	335	6	44	12	0	62	1250
05:00 PM	0	9	60	1	70	60	4	72	0	136	61	14	0	0	75	1	4	2	0	7	288
05:15 PM	1	5	50	7	63	65	1	46	0	112	69	10	0	0	79	1	0	0	0	1	255
05:30 PM	0	4	57	2	63	76	0	45	0	121	76	9	0	0	85	1	1	1	0	3	272
05:45 PM	0	5	50	2	57	47	1	48	0	96	52	11	0	0	63	0	0	0	0	0	216
Total	1	23	217	12	253	248	6	211	0	465	258	44	0	0	302	3	5	3	0	11	1031
06:00 PM	2	6	57	0	65	58	8	54	0	120	41	7	0	0	48	0	0	1	0	1	234
06:15 PM	1	6	45	0	52	55	14	67	0	136	58	7	0	0	65	0	0	0	0	0	253
06:30 PM	0	4	44	2	50	44	4	56	0	104	59	7	0	0	66	0	1	0	0	1	221
06:45 PM	2	5	35	3	45	40	2	28	0	70	36	13	0	0	49	1	0	1	0	2	166
Total	5	21	181	5	212	197	28	205	0	430	194	34	0	0	228	1	1	2	0	4	874
Grand Total	73	305	2332	108	2818	2186	256	2396	17	4855	2179	346	55	18	2598	51	225	87	3	366	10637
Apprch %	2.6	10.8	82.8	3.8		45	5.3	49.4	0.4		83.9	13.3	2.1	0.7		13.9	61.5	23.8	0.8		
Total %	0.7	2.9	21.9	1	26.5	20.6	2.4	22.5	0.2	45.6	20.5	3.3	0.5	0.2	24.4	0.5	2.1	0.8	0	3.4	
<small>vehicles & peds</small>	100	100	100	69.4	98.8	100	100	100	94.1	100	100	100	100	66.7	99.8	100	100	100	66.7	99.7	99.6
<small>% vehicles & peds</small>	100	100	100	69.4	98.8	100	100	100	94.1	100	100	100	100	66.7	99.8	100	100	100	66.7	99.7	99.6
<small>bikes</small>	0	0	0	33	33	0	0	0	1	1	0	0	0	6	6	0	0	0	1	1	41
<small>% bikes</small>	0	0	0	30.6	1.2	0	0	0	5.9	0	0	0	0	33.3	0.2	0	0	0	33.3	0.3	0.4

Bridge St & Ambassador Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Ambassador Blvd
Site Code : 1
Start Date : 10/1/2025
Page No : 3

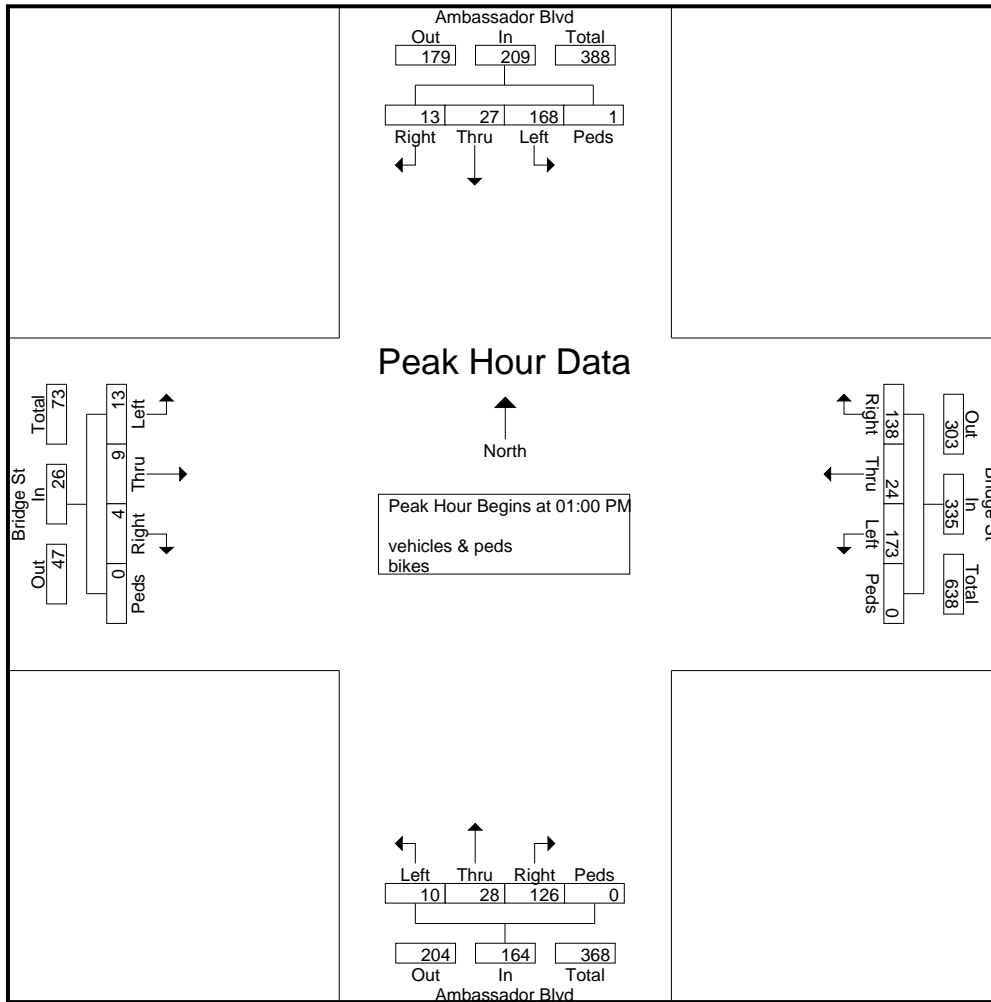
Start Time	Ambassador Blvd From North					Bridge St From East					Ambassador Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 06:00 AM to 09:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 07:00 AM																					
07:00 AM	3	12	51	5				85	2	132	63	6	7	2	78	2	14	0	0	16	297
07:15 AM	1	5	77	3	87	36	19				65					6	15	8		29	303
07:30 AM	1	2	59	3	65	41	7	62	0	110	40	9	0	2	51	0	7	2	0	9	235
07:45 AM	2	6	47	0	55	39	1	69	0	109	32	10									
Total Volume	7	25	234	12	278	147	41	273	3	464	200	32	9	4	245	10	41	12	0	63	1050
% App. Total	2.5	9	84.2	4.3		31.7	8.8	58.8	0.6		81.6	13.1	3.7	1.6		15.9	65.1	19	0		
PHF	.583	.521	.760	.600	.799	.896	.539	.803	.375	.879	.769	.800	.321	.500	.785	.417	.683	.375	.000	.543	.866



Bridge St & Ambassador Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Ambassador Blvd
Site Code : 1
Start Date : 10/1/2025
Page No : 4

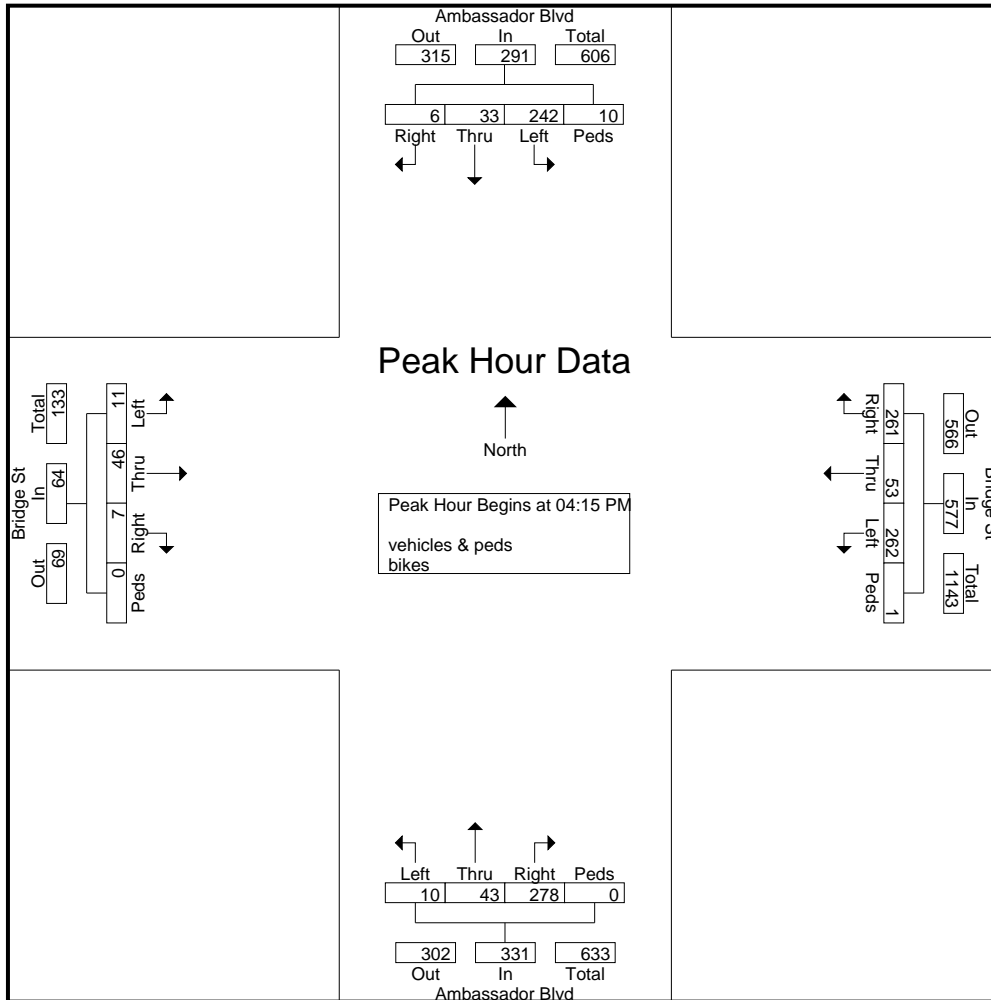
Start Time	Ambassador Blvd From North					Bridge St From East					Ambassador Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 01:00 PM																					
01:00 PM	2	6	50		58	35	0	31	0	66	38				45	0	0	0	0	0	169
01:15 PM	3	3	34	0	40	37	6	48		91	29	5	3	0	37	2					
01:30 PM	2	10	45	0	57	35	6	48	0	89	29	11	0	0	40	0	1	3	0	4	190
01:45 PM	6	8	39	1	54	31	12	46	0	89	30	7	5	0	42	2	8	8	0	18	203
Total Volume	13	27	168	1	209	138	24	173	0	335	126	28	10	0	164	4	9	13	0	26	734
% App. Total	6.2	12.9	80.4	0.5		41.2	7.2	51.6	0		76.8	17.1	6.1	0		15.4	34.6	50	0		
PHF	.542	.675	.840	.250	.901	.932	.500	.901	.000	.920	.829	.636	.500	.000	.911	.500	.281	.406	.000	.361	.904



Bridge St & Ambassador Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Ambassador Blvd
Site Code : 1
Start Date : 10/1/2025
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Start Time	Ambassador Blvd From North					Bridge St From East					Ambassador Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 02:00 PM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:15 PM																					
04:15 PM	5			3					1	152	66	6	3	0	75	0	7	2	0	9	302
04:30 PM	0	8	66		78	74	21			163	71	12	6	0	89	5	24	5		34	363
04:45 PM	1	9	65	3	78	57	8	61	0	126	80				92	1	11	2	0	14	310
05:00 PM	0	9	60	1	70	60	4	72					14								
Total Volume	6	33	242	10	291	261	53	262	1	577	278	43	10	0	331	7	46	11	0	64	1263
% App. Total	2.1	11.3	83.2	3.4		45.2	9.2	45.4	0.2		84	13	3	0		10.9	71.9	17.2	0		
PHF	.300	.917	.917	.833	.933	.882	.631	.910	.250	.885	.869	.768	.417	.000	.899	.350	.479	.550	.000	.471	.870



Bridge St & Rum River Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Rum River Blvd
Site Code : 2
Start Date : 10/1/2025
Page No : 1

Groups Printed- vehicles & peds - bikes

Start Time	Parking Lot From North					Bridge St From East					Rum River Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
06:00 AM	0	0	0	0	0	0	61	6	0	67	3	0	0	0	3	0	54	0	0	54	124
06:15 AM	0	0	0	0	0	0	67	7	0	74	9	0	0	0	9	0	62	0	0	62	145
06:30 AM	0	0	0	0	0	0	56	15	0	71	16	0	0	0	16	0	103	0	0	103	190
06:45 AM	0	0	0	0	0	0	108	13	0	121	9	0	0	0	9	0	94	0	0	94	224
Total	0	0	0	0	0	0	292	41	0	333	37	0	0	0	37	0	313	0	0	313	683
07:00 AM	0	0	0	0	0	0	150	35	0	185	14	0	0	0	14	0	119	0	0	119	318
07:15 AM	0	0	0	3	3	0	110	16	0	126	26	0	0	0	26	0	155	0	0	155	310
07:30 AM	0	0	0	4	4	0	112	24	0	136	18	0	0	0	18	0	106	0	0	106	264
07:45 AM	0	0	0	0	0	0	116	12	0	128	10	0	0	0	10	0	83	0	0	83	221
Total	0	0	0	7	7	0	488	87	0	575	68	0	0	0	68	0	463	0	0	463	1113
08:00 AM	0	0	0	0	0	0	50	10	0	60	9	0	0	0	9	0	77	0	0	77	146
08:15 AM	0	0	0	0	0	0	80	2	0	82	8	0	0	1	9	0	65	0	0	65	156
08:30 AM	0	0	0	0	0	0	72	11	0	83	3	0	0	0	3	0	65	0	0	65	151
08:45 AM	0	0	0	1	1	0	88	5	0	93	3	0	0	0	3	0	76	0	0	76	173
Total	0	0	0	1	1	0	290	28	0	318	23	0	0	1	24	0	283	0	0	283	626
09:00 AM	0	0	0	1	1	0	66	5	0	71	8	0	1	0	9	0	69	1	0	70	151
09:15 AM	0	0	0	1	1	0	65	5	0	70	5	0	1	0	6	1	60	0	0	61	138
09:30 AM	0	0	0	1	1	0	66	4	5	75	7	0	1	0	8	0	66	0	0	66	150
09:45 AM	0	0	0	0	0	0	67	5	1	73	7	0	0	0	7	2	62	0	0	64	144
Total	0	0	0	3	3	0	264	19	6	289	27	0	3	0	30	3	257	1	0	261	583
10:00 AM	1	0	0	1	2	0	61	6	1	68	7	0	1	0	8	0	60	0	0	60	138
10:15 AM	0	0	0	3	3	0	72	6	0	78	6	0	1	0	7	0	72	0	0	72	160
10:30 AM	0	0	0	1	1	0	69	4	0	73	6	0	0	0	6	1	47	0	0	48	128
10:45 AM	0	0	0	10	10	0	38	3	0	41	6	1	1	0	8	1	61	0	0	62	121
Total	1	0	0	15	16	0	240	19	1	260	25	1	3	0	29	2	240	0	0	242	547
11:00 AM	0	0	0	3	3	0	66	4	0	70	5	0	0	0	5	1	67	0	1	69	147
11:15 AM	0	0	0	4	4	0	71	6	0	77	6	0	1	0	7	2	58	0	0	60	148
11:30 AM	0	0	0	0	0	0	84	7	0	91	5	0	1	0	6	2	77	0	1	80	177
11:45 AM	0	0	0	0	0	0	79	3	0	82	8	0	0	0	8	1	75	0	0	76	166
Total	0	0	0	7	7	0	300	20	0	320	24	0	2	0	26	6	277	0	2	285	638
12:00 PM	0	0	0	2	2	0	96	4	0	100	5	0	3	0	8	0	66	0	1	67	177
12:15 PM	0	0	0	0	0	0	73	4	0	77	5	0	1	1	7	2	74	0	0	76	160
12:30 PM	0	0	0	0	0	0	83	5	0	88	11	0	0	0	11	2	60	0	0	62	161
12:45 PM	0	0	0	0	0	0	70	9	0	79	5	0	0	1	6	1	79	0	0	80	165
Total	0	0	0	2	2	0	322	22	0	344	26	0	4	2	32	5	279	0	1	285	663
01:00 PM	0	0	0	2	2	0	70	3	0	73	5	0	0	1	6	1	82	0	0	83	164
01:15 PM	0	0	0	1	1	0	86	10	0	96	15	1	2	0	18	1	62	0	0	63	178
01:30 PM	0	0	0	1	1	0	92	5	0	97	12	0	0	0	12	0	77	0	0	77	187
01:45 PM	0	0	0	0	0	0	89	10	0	99	12	0	2	0	14	2	74	0	0	76	189
Total	0	0	0	4	4	0	337	28	0	365	44	1	4	1	50	4	295	0	0	299	718
02:00 PM	0	0	0	0	0	0	109	11	0	120	12	0	1	0	13	1	95	0	0	96	229
02:15 PM	0	0	0	24	24	0	82	12	0	94	10	0	0	2	12	0	165	0	0	165	295
02:30 PM	0	0	0	9	9	0	142	13	0	155	12	0	0	3	15	2	101	0	0	103	282
02:45 PM	0	0	0	0	0	0	95	11	0	106	24	0	0	1	25	0	93	0	0	93	224
Total	0	0	0	33	33	0	428	47	0	475	58	0	1	6	65	3	454	0	0	457	1030
03:00 PM	0	0	0	0	0	0	104	11	0	115	18	0	1	0	19	0	110	0	0	110	244
03:15 PM	0	0	0	2	2	1	133	12	0	146	11	0	1	1	13	0	99	0	0	99	260
03:30 PM	0	0	0	3	3	1	121	7	0	129	18	0	0	2	20	0	139	0	0	139	291
03:45 PM	0	0	0	2	2	0	120	18	0	138	19	0	2	1	22	0	132	0	0	132	294
Total	0	0	0	7	7	2	478	48	0	528	66	0	4	4	74	0	480	0	0	480	1089

Bridge St & Rum River Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Rum River Blvd
Site Code : 2
Start Date : 10/1/2025
Page No : 2

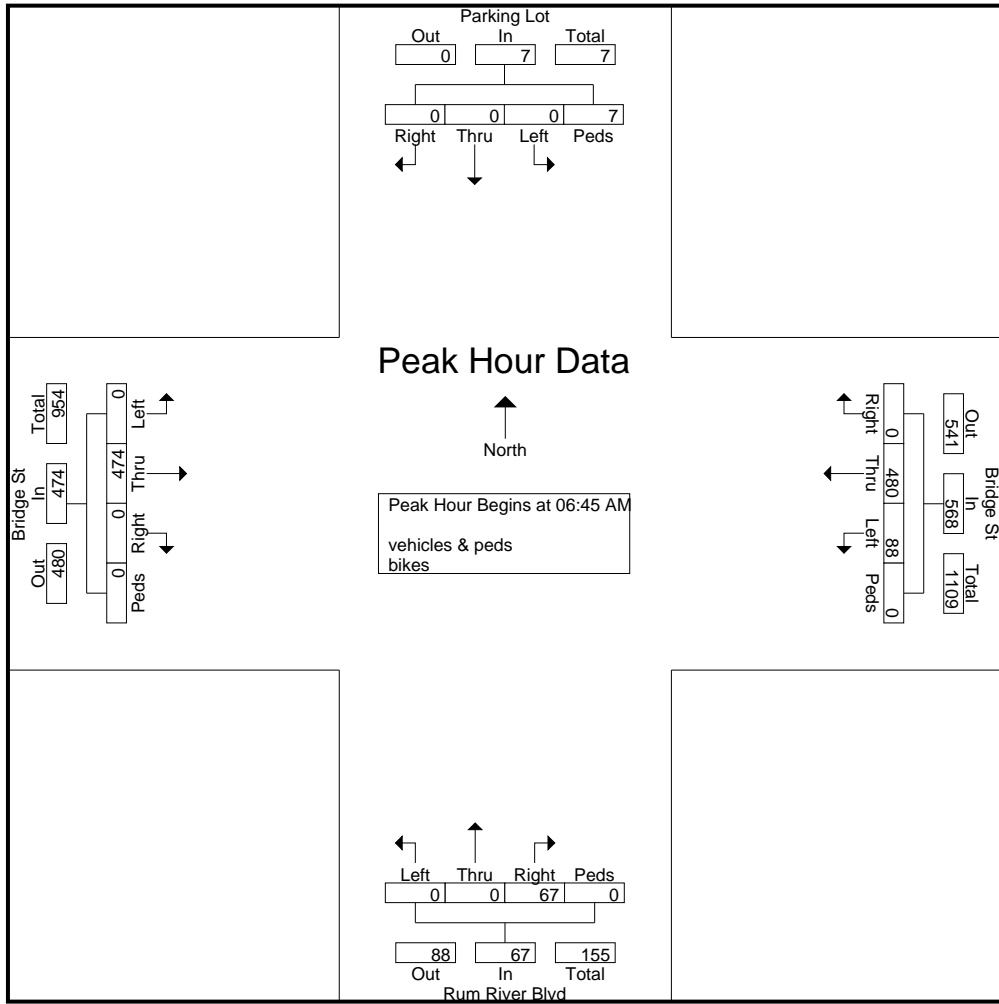
Groups Printed- vehicles & peds - bikes

Start Time	Parking Lot From North					Bridge St From East					Rum River Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
04:00 PM	0	0	0	2	2	1	127	23	0	151	34	0	1	0	35	1	134	0	0	135	323
04:15 PM	0	0	0	3	3	0	159	15	0	174	21	0	0	0	21	0	126	0	0	126	324
04:30 PM	0	0	0	4	4	0	166	20	0	186	32	0	0	0	32	0	159	0	0	159	381
04:45 PM	0	0	0	1	1	0	128	16	0	144	25	0	1	0	26	2	149	0	0	151	322
Total	0	0	0	10	10	1	580	74	0	655	112	0	2	0	114	3	568	0	0	571	1350
05:00 PM	0	0	0	1	1	0	134	12	0	146	19	0	1	0	20	2	128	0	0	130	297
05:15 PM	0	0	0	6	6	0	120	17	0	137	18	0	0	0	18	0	121	0	0	121	282
05:30 PM	0	0	0	2	2	0	131	8	0	139	20	0	1	0	21	0	132	0	0	132	294
05:45 PM	0	0	0	2	2	0	99	7	0	106	20	0	0	0	20	0	102	0	0	102	230
Total	0	0	0	11	11	0	484	44	0	528	77	0	2	0	79	2	483	0	0	485	1103
06:00 PM	0	0	0	0	0	0	126	12	0	138	17	0	0	0	17	0	97	0	0	97	252
06:15 PM	0	0	0	0	0	0	131	9	0	140	18	0	1	0	19	0	102	0	0	102	261
06:30 PM	0	0	0	3	3	0	97	8	0	105	10	0	0	2	12	0	101	0	0	101	221
06:45 PM	0	0	0	3	3	0	68	4	0	72	7	0	0	0	7	0	78	0	0	78	160
Total	0	0	0	6	6	0	422	33	0	455	52	0	1	2	55	0	378	0	0	378	894
Grand Total	1	0	0	106	107	3	4925	510	7	5445	639	2	26	16	683	28	4770	1	3	4802	11037
Apprch %	0.9	0	0	99.1		0.1	90.4	9.4	0.1		93.6	0.3	3.8	2.3		0.6	99.3	0	0.1		
Total %	0	0	0	1	1	0	44.6	4.6	0.1	49.3	5.8	0	0.2	0.1	6.2	0.3	43.2	0	0	43.5	
vehicles & peds	1	0	0	58	59	3	4925	510	5	5443	639	2	26	5	672	28	4770	1	1	4800	10974
% vehicles & peds	100	0	0	54.7	55.1	100	100	100	71.4	100	100	100	100	31.2	98.4	100	100	100	33.3	100	99.4
bikes	0	0	0	48	48	0	0	0	2	2	0	0	0	11	11	0	0	0	2	2	63
% bikes	0	0	0	45.3	44.9	0	0	0	28.6	0	0	0	0	68.8	1.6	0	0	0	66.7	0	0.6

Bridge St & Rum River Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Rum River Blvd
Site Code : 2
Start Date : 10/1/2025
Page No : 3

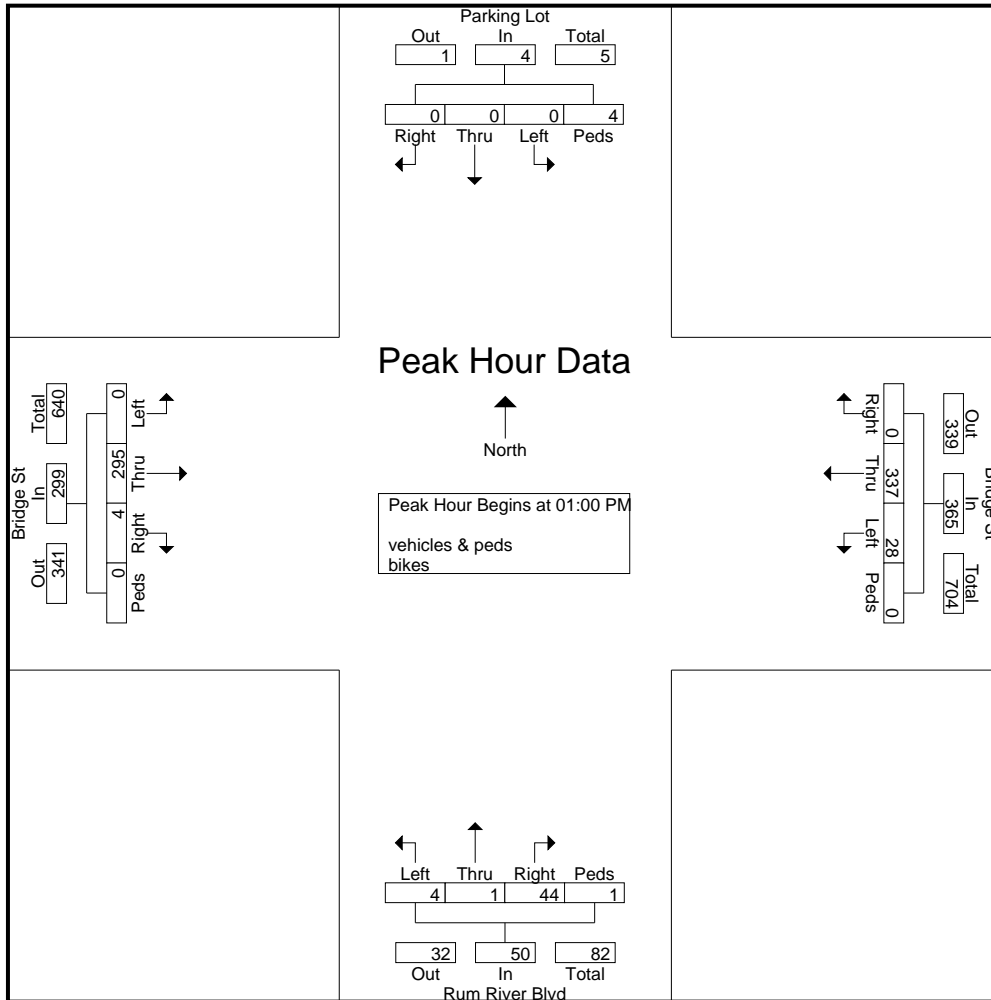
Start Time	Parking Lot From North					Bridge St From East					Rum River Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 06:00 AM to 09:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 06:45 AM																					
06:45 AM	0	0	0	0	0	0	108	13	0	121	9	0	0	0	9	0	94	0	0	94	224
07:00 AM	0	0	0	0	0	0	150	35	0	185	14	0	0	0	14	0	119	0	0	119	318
07:15 AM	0	0	0	3	3	0	110	16	0	126	26	0	0	0	26	0	155	0	0	155	310
07:30 AM	0	0	0	4	4	0	112	24	0	136	18	0	0	0	18	0	106	0	0	106	264
Total Volume	0	0	0	7	7	0	480	88	0	568	67	0	0	0	67	0	474	0	0	474	1116
% App. Total	0	0	0	100		0	84.5	15.5	0		100	0	0	0		0	100	0	0		
PHF	.000	.000	.000	.438	.438	.000	.800	.629	.000	.768	.644	.000	.000	.000	.644	.000	.765	.000	.000	.765	.877



Bridge St & Rum River Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Rum River Blvd
Site Code : 2
Start Date : 10/1/2025
Page No : 4

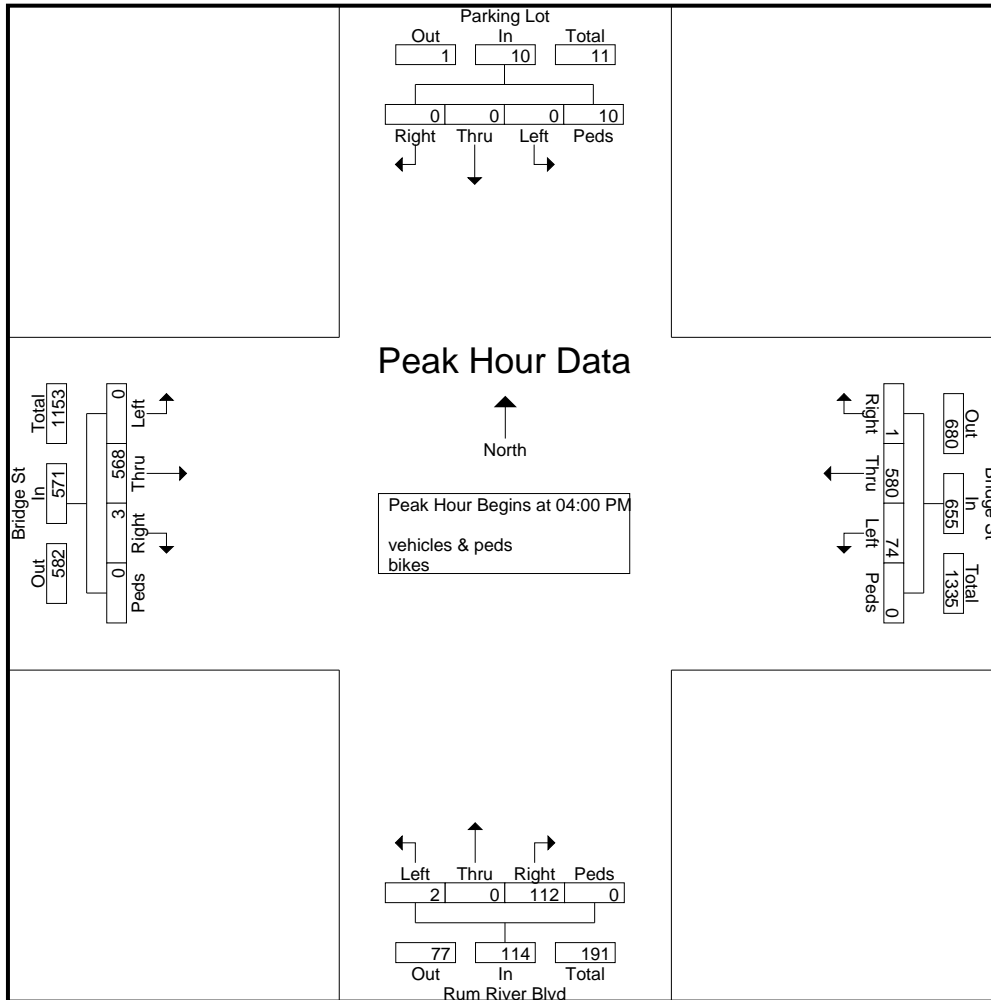
Start Time	Parking Lot From North					Bridge St From East					Rum River Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 01:00 PM																					
01:00 PM	0	0	0	2	2	0	70	3	0	73	5	0	0	1		82	0	0	0	83	164
01:15 PM	0	0	0	1	1	0	86	10	0	96	15	1	2	0	18	1	62	0	0	63	178
01:30 PM	0	0	0	1	1	0	92	0	0	92											
01:45 PM	0	0	0	0	0	0	89	10	0	99	12	0	2	0	14	2	74	0	0	76	189
Total Volume	0	0	0	4	4	0	337	28	0	365	44	1	4	1	50	4	295	0	0	299	718
% App. Total	0	0	0	100		0	92.3	7.7	0		88	2	8	2		1.3	98.7	0	0		
PHF	.000	.000	.000	.500	.500	.000	.916	.700	.000	.922	.733	.250	.500	.250	.694	.500	.899	.000	.000	.901	.950



Bridge St & Rum River Blvd
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Bridge St & Rum River Blvd
Site Code : 2
Start Date : 10/1/2025
Page No : 5

Start Time	Parking Lot From North					Bridge St From East					Rum River Blvd From South					Bridge St From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 02:00 PM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:00 PM																					
04:00 PM	0	0	0	2	2	1	127	23	0	174	34	1	0	0	35	1	134	0	0	135	323
04:15 PM	0	0	0	3	3	0	159	15	0	174	21	0	0	0	21	0	126	0	0	126	324
04:30 PM	0	0	0	4	4	0	166	0	0	166	32	0	0	0	32	0	159	0	0	159	381
04:45 PM	0	0	0	1	1	0	128	16	0	144	25	0	1	0	26	2	0	0	0	2	1350
Total Volume	0	0	0	10	10	1	580	74	0	655	112	0	2	0	114	3	568	0	0	571	1350
% App. Total	0	0	0	100		0.2	88.5	11.3	0		98.2	0	1.8	0		0.5	99.5	0	0		
PHF	.000	.000	.000	.625	.625	.250	.873	.804	.000	.880	.824	.000	.500	.000	.814	.375	.893	.000	.000	.898	.886



Ambassador Blvd & 229th Ave
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Ambassador Blvd & 229th Ave
Site Code : 3
Start Date : 10/1/2025
Page No : 1

Groups Printed- vehicles & peds - bikes

Start Time	Ambassador Blvd From North					Driveway From East					Ambassador Blvd From South					229th Ave From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
06:00 AM	32	15	0	0	47	0	0	0	0	0	0	4	1	0	5	2	0	18	0	20	72
06:15 AM	30	23	2	0	55	0	0	0	0	0	0	5	1	0	6	4	1	15	0	20	81
06:30 AM	29	16	1	0	46	1	0	0	0	1	0	7	5	0	12	7	0	26	0	33	92
06:45 AM	62	12	1	0	75	3	0	0	0	3	1	12	3	0	16	7	1	31	1	40	134
Total	153	66	4	0	223	4	0	0	0	4	1	28	10	0	39	20	2	90	1	113	379
07:00 AM	84	17	1	1	103	0	1	1	0	2	0	13	6	0	19	8	0	63	0	71	195
07:15 AM	58	16	0	0	74	0	0	0	0	0	0	16	8	0	24	3	0	57	0	60	158
07:30 AM	55	12	0	0	67	0	0	0	0	0	0	12	5	0	17	2	1	37	0	40	124
07:45 AM	57	16	1	0	74	1	0	0	0	1	0	11	3	0	14	2	0	31	0	33	122
Total	254	61	2	1	318	1	1	1	0	3	0	52	22	0	74	15	1	188	0	204	599
08:00 AM	23	11	2	0	36	0	0	0	0	0	0	11	2	0	13	1	0	24	0	25	74
08:15 AM	44	18	1	0	63	0	0	0	0	0	0	6	3	0	9	3	0	22	0	25	97
08:30 AM	29	11	0	0	40	0	0	0	0	0	0	8	2	0	10	8	0	23	0	31	81
08:45 AM	54	10	0	0	64	0	0	0	0	0	0	9	7	0	16	3	0	43	0	46	126
Total	150	50	3	0	203	0	0	0	0	0	0	34	14	0	48	15	0	112	0	127	378
09:00 AM	22	4	0	0	26	0	0	0	0	0	0	6	4	0	10	8	0	30	0	38	74
09:15 AM	22	18	0	1	41	0	0	0	0	0	1	4	0	0	5	2	0	19	0	21	67
09:30 AM	23	8	0	0	31	0	0	0	0	0	0	7	1	0	8	2	0	16	0	18	57
09:45 AM	25	10	0	1	36	1	0	0	0	1	0	8	2	0	10	1	0	24	0	25	72
Total	92	40	0	2	134	1	0	0	0	1	1	25	7	0	33	13	0	89	0	102	270
10:00 AM	21	5	0	0	26	0	0	0	0	0	0	9	1	0	10	1	0	16	0	17	53
10:15 AM	30	7	0	0	37	0	0	0	0	0	0	6	1	0	7	0	1	20	0	21	65
10:30 AM	21	10	1	0	32	0	0	1	0	1	0	5	3	0	8	3	1	13	0	17	58
10:45 AM	16	5	0	1	22	0	0	0	1	1	0	11	3	0	14	0	0	22	0	22	59
Total	88	27	1	1	117	0	0	1	1	2	0	31	8	0	39	4	2	71	0	77	235
11:00 AM	28	7	0	0	35	0	1	0	0	1	0	8	3	0	11	3	0	16	0	19	66
11:15 AM	30	6	0	1	37	0	1	0	0	1	0	9	0	0	9	3	0	29	0	32	79
11:30 AM	28	5	0	0	33	0	0	0	0	0	0	10	1	0	11	1	1	29	0	31	75
11:45 AM	30	12	0	0	42	0	0	0	0	0	0	10	1	0	11	4	0	20	0	24	77
Total	116	30	0	1	147	0	2	0	0	2	0	37	5	0	42	11	1	94	0	106	297
12:00 PM	38	16	0	3	57	0	1	0	0	1	0	9	2	0	11	1	2	24	0	27	96
12:15 PM	28	12	0	0	40	0	0	0	0	0	0	9	0	0	9	1	0	24	0	25	74
12:30 PM	25	15	1	1	42	0	0	0	0	0	0	5	2	0	7	0	0	21	0	21	70
12:45 PM	34	7	0	1	42	1	0	1	0	2	0	10	1	0	11	2	0	31	0	33	88
Total	125	50	1	5	181	1	1	1	0	3	0	33	5	0	38	4	2	100	0	106	328
01:00 PM	25	10	0	0	35	1	0	0	0	1	0	13	0	0	13	2	0	31	0	33	82
01:15 PM	44	10	0	1	55	0	0	0	0	0	0	11	2	0	13	2	0	25	0	27	95
01:30 PM	45	9	0	0	54	0	0	0	0	0	0	12	1	0	13	0	0	31	0	31	98
01:45 PM	36	13	0	0	49	0	0	0	0	0	0	19	1	0	20	1	0	25	0	26	95
Total	150	42	0	1	193	1	0	0	0	1	0	55	4	0	59	5	0	112	0	117	370
02:00 PM	37	12	1	0	50	1	0	0	0	1	0	10	5	0	15	3	0	46	1	50	116
02:15 PM	28	19	0	8	55	0	0	0	0	0	0	14	5	0	19	0	0	69	1	70	144
02:30 PM	68	16	0	0	84	0	0	0	0	0	0	12	3	0	15	1	0	44	2	47	146
02:45 PM	47	14	0	0	61	1	1	0	0	2	0	10	0	0	10	4	0	43	0	47	120
Total	180	61	1	8	250	2	1	0	0	3	0	46	13	0	59	8	0	202	4	214	526
03:00 PM	39	16	0	0	55	0	0	0	0	0	0	17	5	0	22	4	0	33	0	37	114
03:15 PM	49	14	1	0	64	0	0	1	0	1	0	24	11	0	35	1	1	48	0	50	150
03:30 PM	60	14	0	0	74	1	0	1	0	2	0	21	10	0	31	7	1	81	0	89	196
03:45 PM	46	14	1	0	61	1	0	0	0	1	0	22	3	0	25	5	0	85	3	93	180
Total	194	58	2	0	254	2	0	2	0	4	0	84	29	0	113	17	2	247	3	269	640

Ambassador Blvd & 229th Ave
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Ambassador Blvd & 229th Ave
Site Code : 3
Start Date : 10/1/2025
Page No : 2

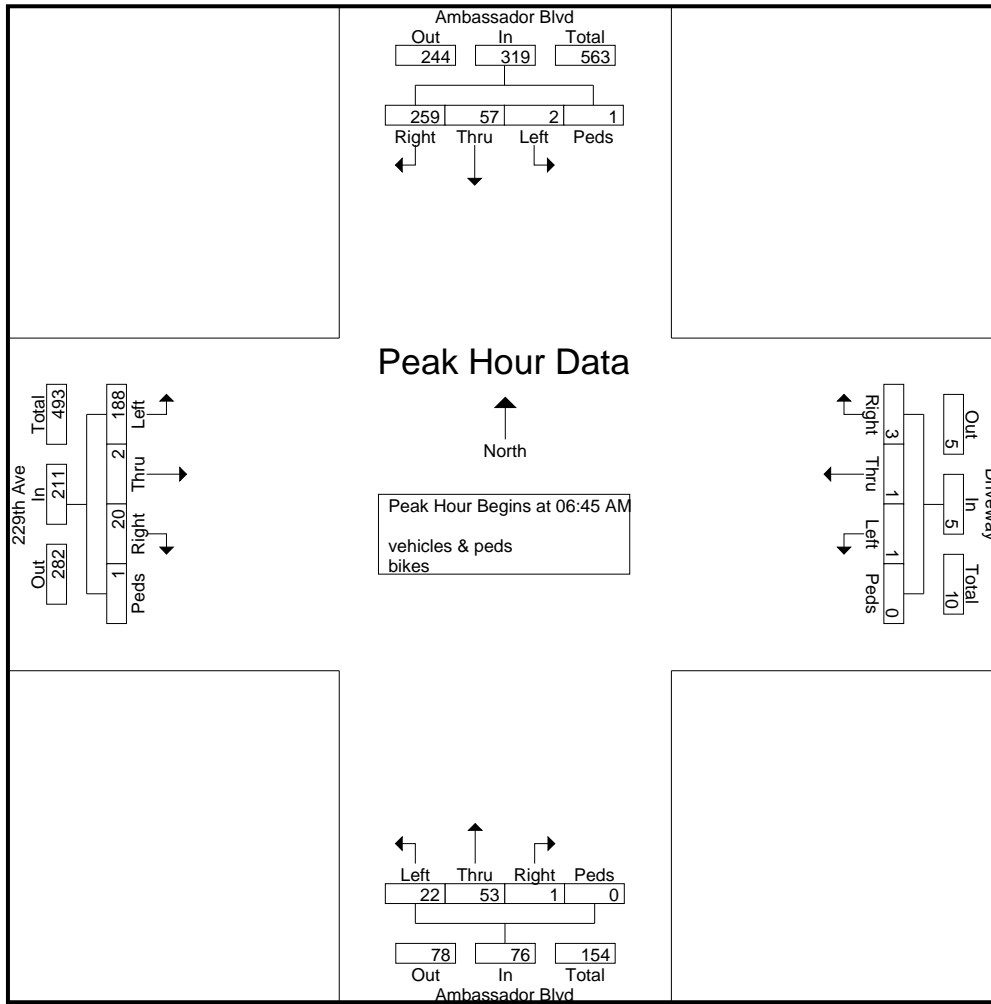
Groups Printed- vehicles & peds - bikes

Start Time	Ambassador Blvd From North					Driveway From East					Ambassador Blvd From South					229th Ave From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
04:00 PM	42	19	0	0	61	1	0	0	0	1	0	17	5	0	22	3	1	58	1	63	147
04:15 PM	48	17	2	0	67	1	0	0	0	1	0	23	3	0	26	3	0	59	2	64	158
04:30 PM	67	25	0	0	92	0	1	0	0	1	0	20	8	0	28	5	0	67	0	72	193
04:45 PM	53	22	0	0	75	0	0	0	0	0	0	20	3	0	23	6	0	68	0	74	172
Total	210	83	2	0	295	2	1	0	0	3	0	80	19	0	99	17	1	252	3	273	670
05:00 PM	54	29	1	0	84	1	0	0	0	1	1	23	2	0	26	3	0	48	0	51	162
05:15 PM	43	11	0	0	54	0	0	1	0	1	0	18	3	0	21	3	0	62	3	68	144
05:30 PM	43	8	0	2	53	1	0	0	0	1	0	19	2	0	21	2	0	65	0	67	142
05:45 PM	42	10	0	0	52	0	0	0	0	0	0	17	1	0	18	3	0	45	0	48	118
Total	182	58	1	2	243	2	0	1	0	3	1	77	8	0	86	11	0	220	3	234	566
06:00 PM	48	9	0	0	57	0	0	0	0	0	0	14	2	0	16	3	1	39	0	43	116
06:15 PM	63	11	0	0	74	0	0	0	0	0	0	13	3	0	16	2	0	54	0	56	146
06:30 PM	45	13	0	0	58	0	0	0	0	0	0	11	2	0	13	4	1	54	0	59	130
06:45 PM	26	7	0	0	33	0	0	0	0	0	0	16	1	0	17	2	0	32	0	34	84
Total	182	40	0	0	222	0	0	0	0	0	0	54	8	0	62	11	2	179	0	192	476
Grand Total	2076	666	17	21	2780	16	6	6	1	29	3	636	152	0	791	151	13	1956	14	2134	5734
Apprch %	74.7	24	0.6	0.8		55.2	20.7	20.7	3.4		0.4	80.4	19.2	0		7.1	0.6	91.7	0.7		
Total %	36.2	11.6	0.3	0.4	48.5	0.3	0.1	0.1	0	0.5	0.1	11.1	2.7	0	13.8	2.6	0.2	34.1	0.2	37.2	
<small>vehicles & peds</small>	100	100	100	9.5	99.3	100	100	100	0	96.6	100	100	100	0	100	100	100	100	85.7	99.9	99.6
<small>% vehicles & peds</small>	100	100	100	9.5	99.3	100	100	100	0	96.6	100	100	100	0	100	100	100	100	85.7	99.9	99.6
<small>bikes</small>	0	0	0	19	19	0	0	0	1	1	0	0	0	0	0	0	0	0	2	2	22
<small>% bikes</small>	0	0	0	90.5	0.7	0	0	0	100	3.4	0	0	0	0	0	0	0	0	14.3	0.1	0.4

Ambassador Blvd & 229th Ave
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Ambassador Blvd & 229th Ave
Site Code : 3
Start Date : 10/1/2025
Page No : 3

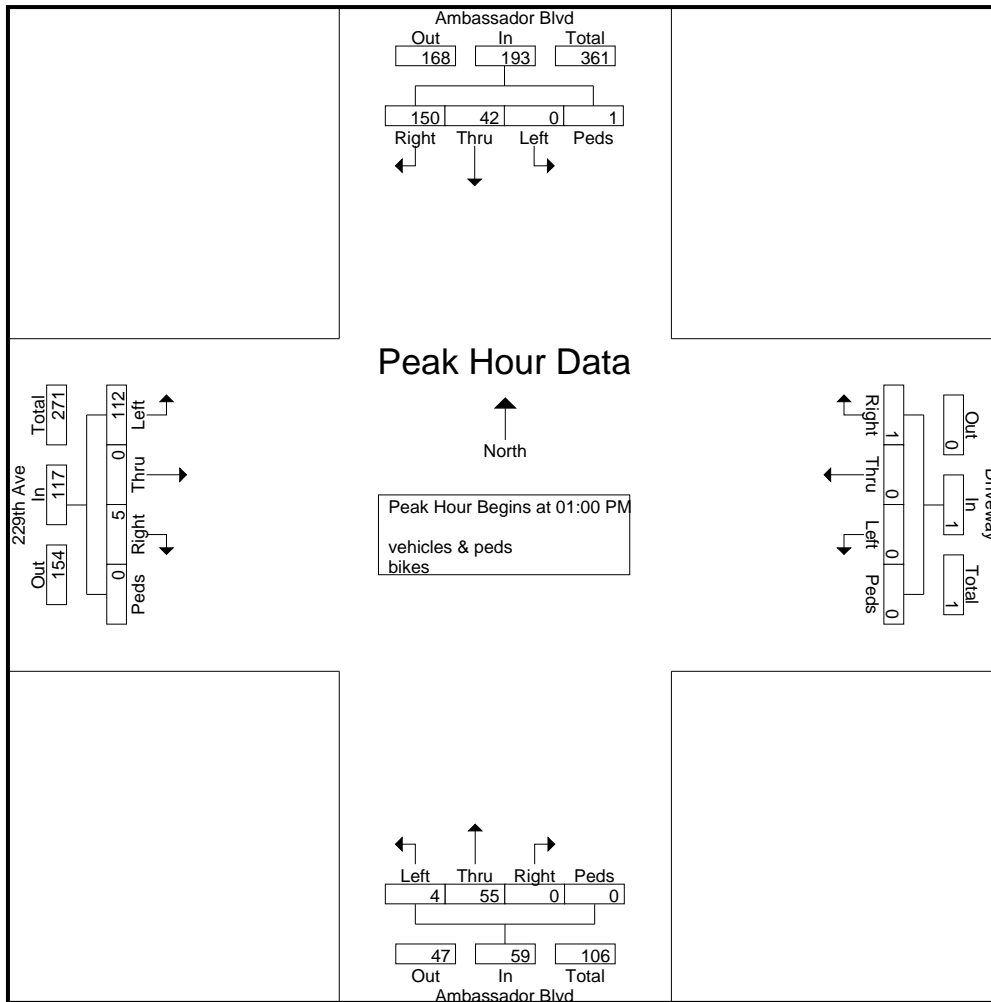
Start Time	Ambassador Blvd From North					Driveway From East					Ambassador Blvd From South					229th Ave From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 06:00 AM to 09:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 06:45 AM																					
06:45 AM	62	12	1			3	0	0	0	3	1					8	0	31	1		
07:00 AM	84	17	1	1	103	0	1	1	0	2	0	13	6	0	19	3	0	63	0	71	195
07:15 AM	58	16	0	0	74	0	0	0	0	0	0	16	8	0	24	3	0	57	0	60	158
07:30 AM	55	12	0	0	67	0	0	0	0	0	0	12	5	0	17	2	1	37	0	40	124
Total Volume	259	57	2	1	319	3	1	1	0	5	1	53	22	0	76	20	2	188	1	211	611
% App. Total	81.2	17.9	0.6	0.3		60	20	20	0		1.3	69.7	28.9	0		9.5	0.9	89.1	0.5		
PHF	.771	.838	.500	.250	.774	.250	.250	.250	.000	.417	.250	.828	.688	.000	.792	.625	.500	.746	.250	.743	.783



Ambassador Blvd & 229th Ave
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Ambassador Blvd & 229th Ave
Site Code : 3
Start Date : 10/1/2025
Page No : 4

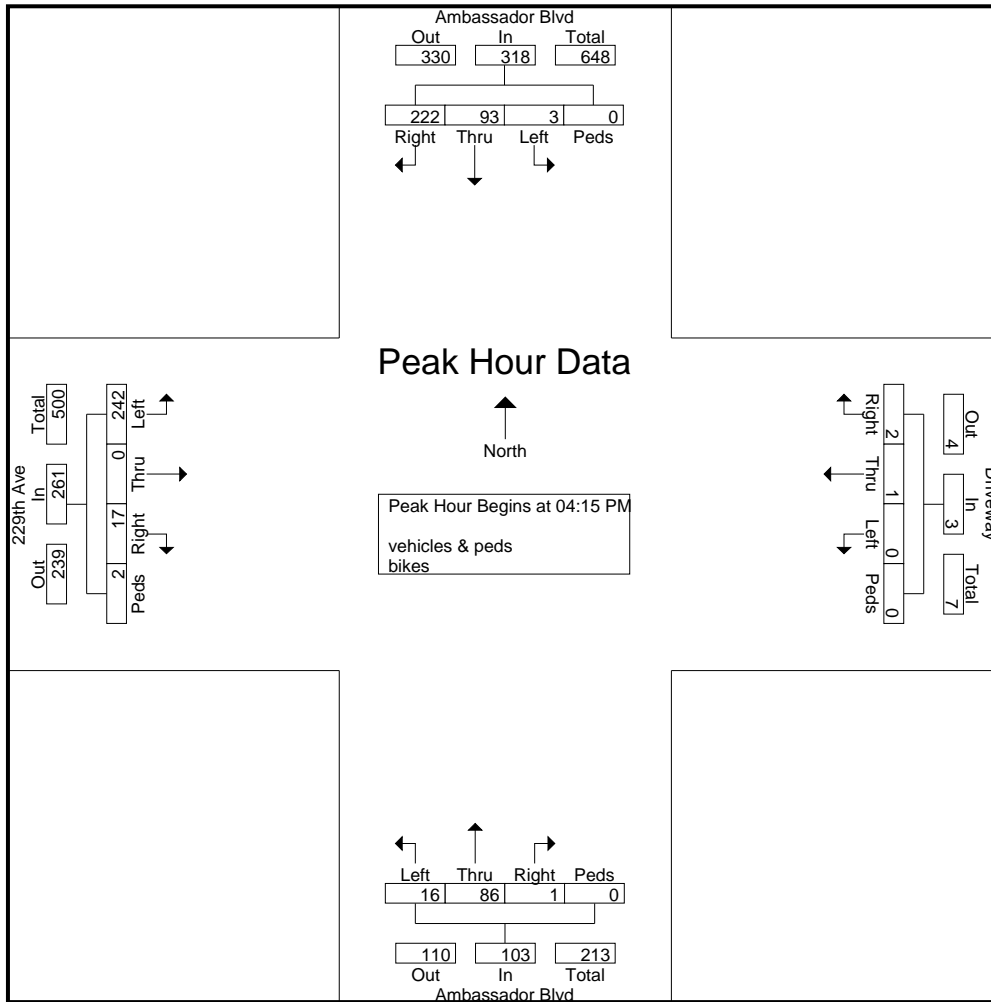
Start Time	Ambassador Blvd From North					Driveway From East					Ambassador Blvd From South					229th Ave From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 10:00 AM to 01:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 01:00 PM																					
01:00 PM	25	10	0	0	35	1	0	0	0	1	0	13	0	0	13	2		31		33	82
01:15 PM	44	10	0	1	55	0	0	0	0	0	0	11	2	0	13	2	0	25	0	27	95
01:30 PM	45																				98
01:45 PM	36	13	0	0	49	0	0	0	0	0	0	19			20	1	0	25	0	26	95
Total Volume	150	42	0	1	193	1	0	0	0	1	0	55	4	0	59	5	0	112	0	117	370
% App. Total	77.7	21.8	0	0.5		100	0	0	0		0	93.2	6.8	0		4.3	0	95.7	0		
PHF	.833	.808	.000	.250	.877	.250	.000	.000	.000	.250	.000	.724	.500	.000	.738	.625	.000	.903	.000	.886	.944



Ambassador Blvd & 229th Ave
6am to 7pm
vehicles, peds, bikes
St Francis, MN

File Name : Ambassador Blvd & 229th Ave
Site Code : 3
Start Date : 10/1/2025
Page No : 5

Start Time	Ambassador Blvd From North					Driveway From East					Ambassador Blvd From South					229th Ave From West					Int. Total
	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	Right	Thru	Left	bikes	App. Total	
Peak Hour Analysis From 02:00 PM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:15 PM																					
04:15 PM	48	17	2	0	67	1	0	0	0	1	0	23	8	0	28	5	0	67	0	72	193
04:30 PM	67	25	0	0	92	0	1	0	0	1	0	20	0	0	20	6	0	68	0	74	172
04:45 PM	53	22	0	0	75	0	0	0	0	0	0	20	3	0	23	6	0	68	0	74	172
05:00 PM	54	29	1	0	84	1	0	0	0	1	1	86	16	0	103	17	0	242	2	261	685
Total Volume	222	93	3	0	318	2	1	0	0	3	1	86	16	0	103	17	0	242	2	261	685
% App. Total	69.8	29.2	0.9	0		66.7	33.3	0	0		1	83.5	15.5	0		6.5	0	92.7	0.8		
PHF	.828	.802	.375	.000	.864	.500	.250	.000	.000	.750	.250	.935	.500	.000	.920	.708	.000	.890	.250	.882	.887

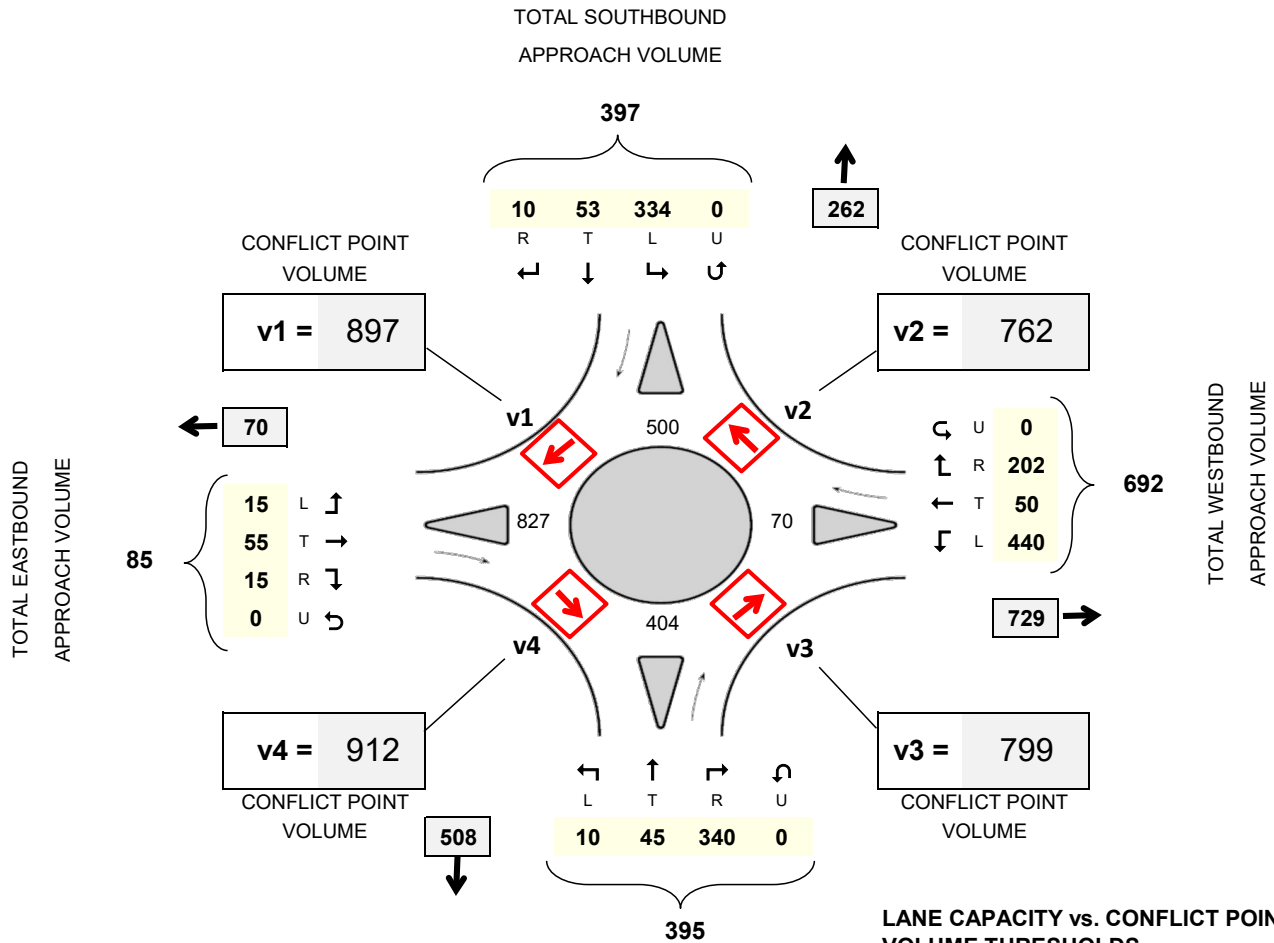


ROUNDBABOUT ANALYSIS

Based on conflicting traffic volumes between approaches

East / West Street:	Bridge St
South / North Street:	Ambassador Blvd
Analysis Time Period:	AM
Analysis Year:	2050 - without extension

Agency:	St Francis
Analyst:	JJ
Date:	1/16/2026

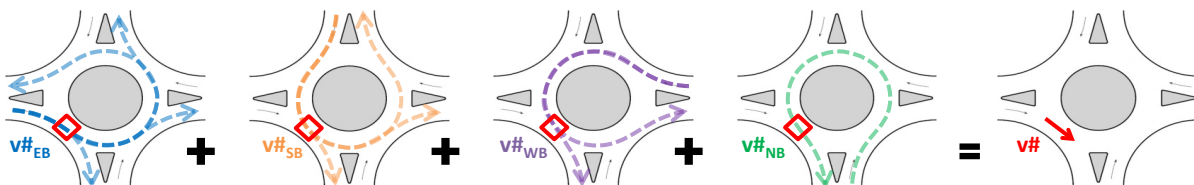


LANE CAPACITY vs. CONFLICT POINT VOLUME THRESHOLDS

LESS THAN 1100 vph:	SINGLE LANE OK
BETWEEN 1100 vph AND 1400 vph:	ANALYZE FURTHER
GREATER THAN 1400 vph:	DOUBLE LANE REQUIRED

vph= vehicles per hour

EXAMPLE CONFLICT POINT VOLUME COMPOSITION



ENTER THRESHOLDS

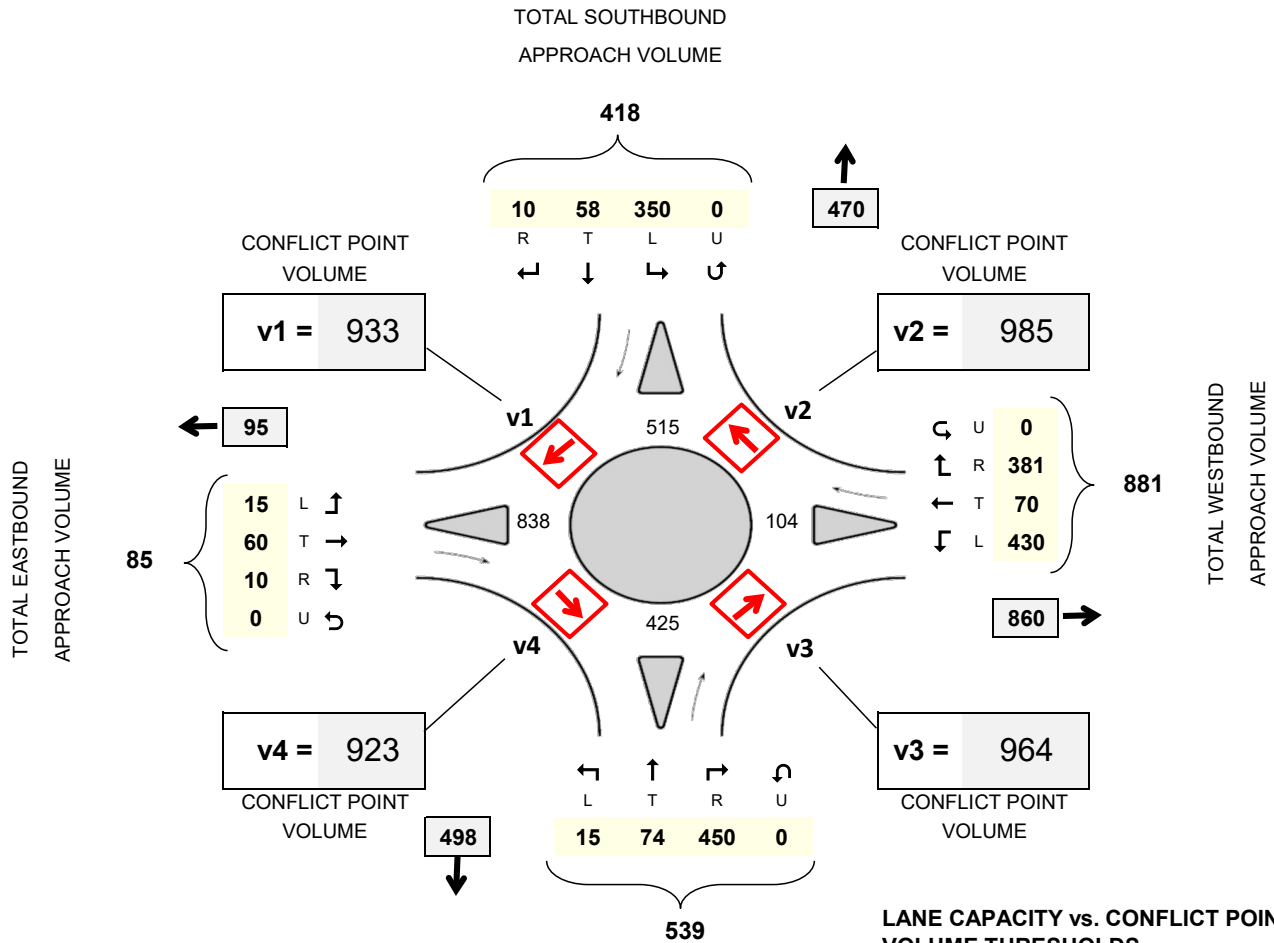
SINGLE	1100
DOUBLE	1400

ROUNDBABOUT ANALYSIS

Based on conflicting traffic volumes between approaches

East / West Street:	Bridge St
South / North Street:	Ambassador Blvd
Analysis Time Period:	PM
Analysis Year:	2050 - without extension

Agency:	St Francis
Analyst:	JJ
Date:	1/16/2026

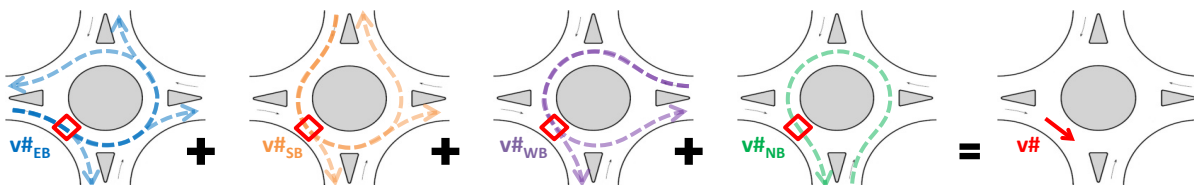


LANE CAPACITY vs. CONFLICT POINT VOLUME THRESHOLDS

LESS THAN 1100 vph:	SINGLE LANE OK
BETWEEN 1100 vph AND 1400 vph:	ANALYZE FURTHER
GREATER THAN 1400 vph:	DOUBLE LANE REQUIRED

vph= vehicles per hour

EXAMPLE CONFLICT POINT VOLUME COMPOSITION



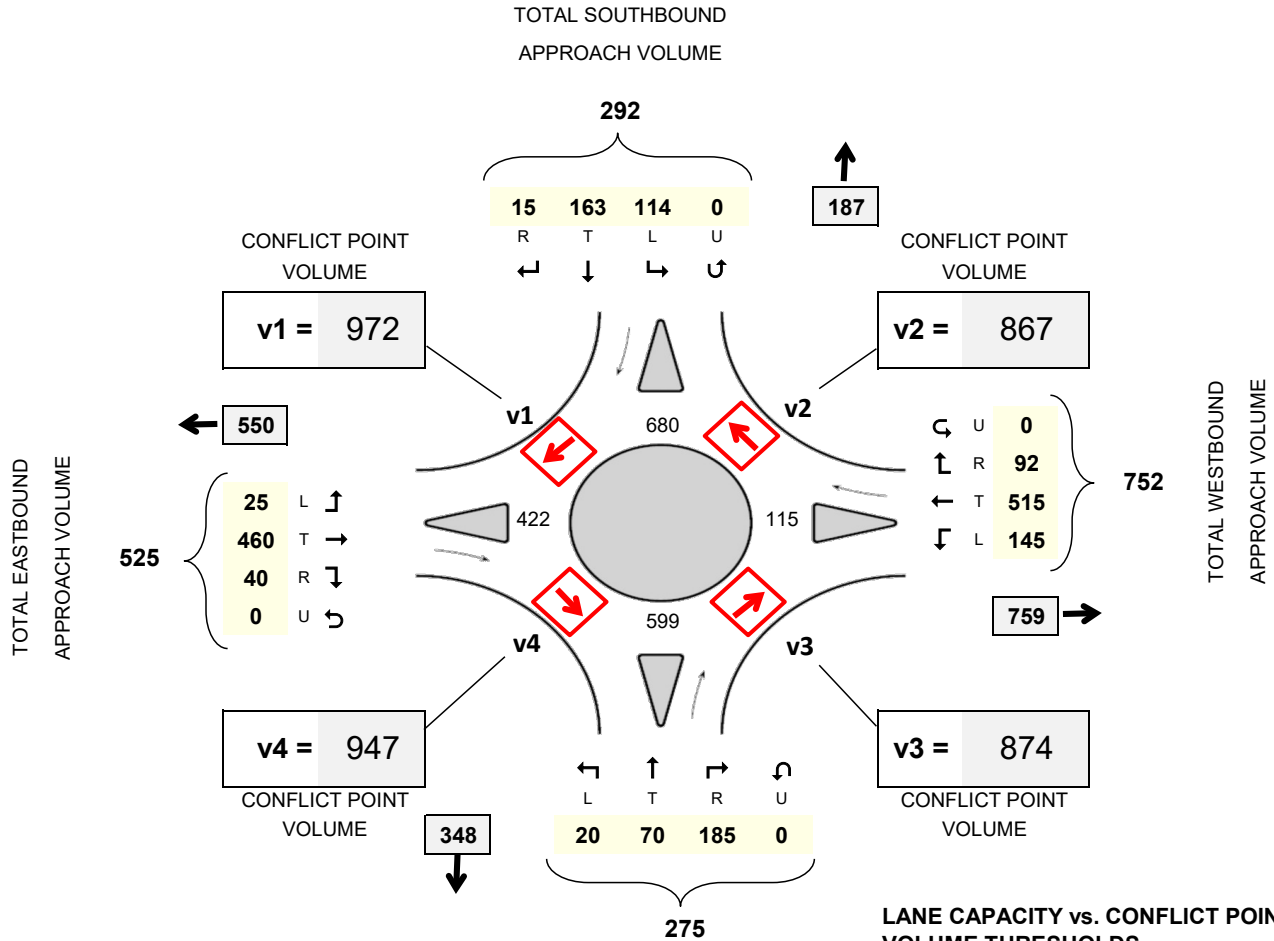
ENTER THRESHOLDS	
SINGLE	1100
DOUBLE	1400

ROUNDBABOUT ANALYSIS

Based on conflicting traffic volumes between approaches

East / West Street:	Bridge St
South / North Street:	Ambassador Blvd
Analysis Time Period:	AM
Analysis Year:	2050 - with extension

Agency:	St Francis
Analyst:	JJ
Date:	1/16/2026

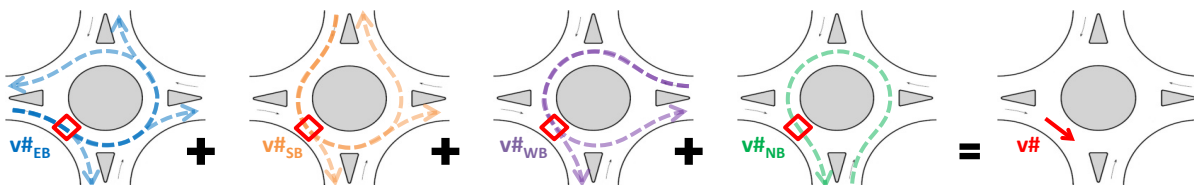


LANE CAPACITY vs. CONFLICT POINT VOLUME THRESHOLDS

LESS THAN 1100 vph:	SINGLE LANE OK
BETWEEN 1100 vph AND 1400 vph:	ANALYZE FURTHER
GREATER THAN 1400 vph:	DOUBLE LANE REQUIRED

vph= vehicles per hour

EXAMPLE CONFLICT POINT VOLUME COMPOSITION



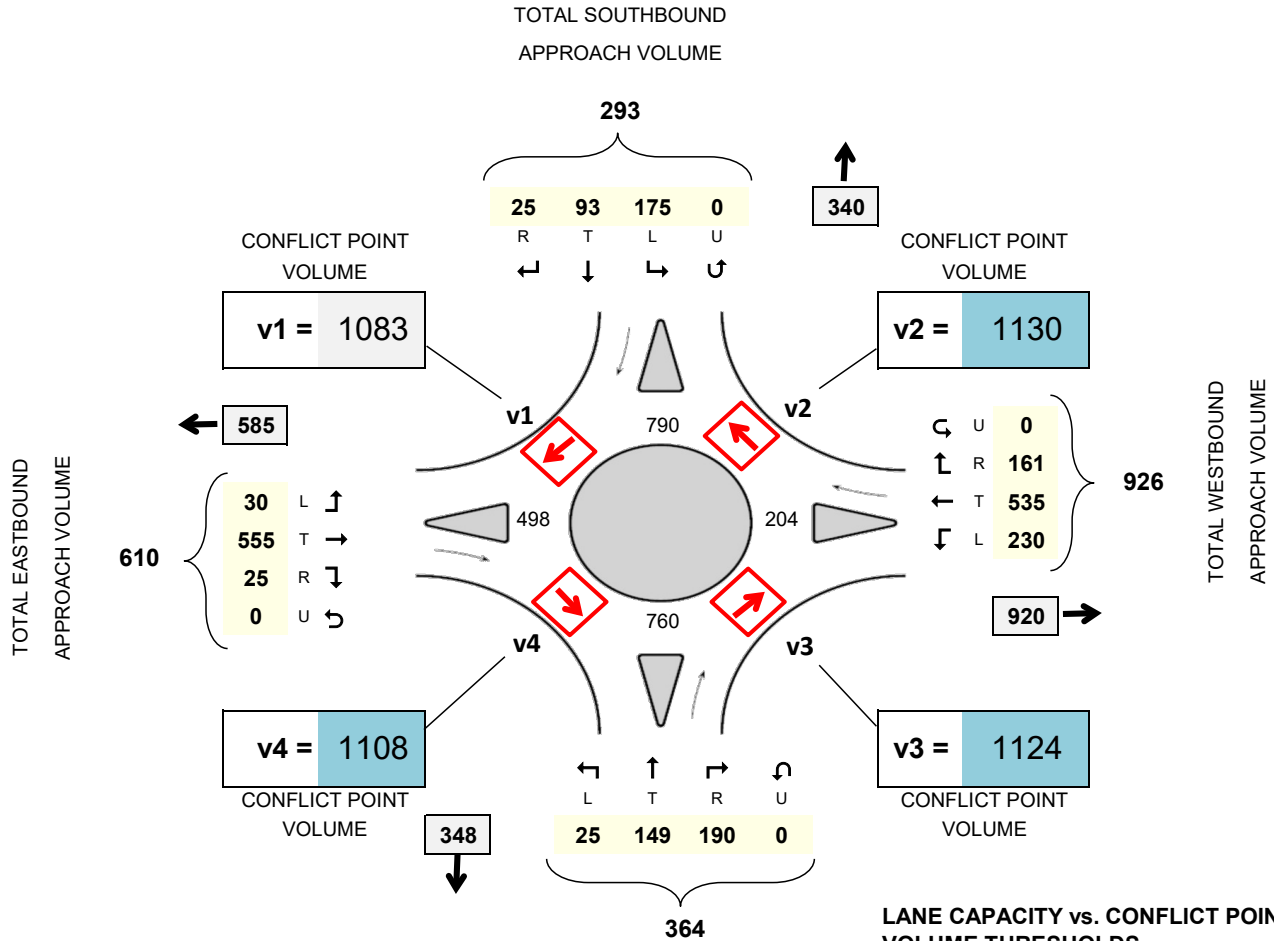
ENTER THRESHOLDS	
SINGLE	1100
DOUBLE	1400

ROUNDBABOUT ANALYSIS

Based on conflicting traffic volumes between approaches

East / West Street:	Bridge St
South / North Street:	Ambassador Blvd
Analysis Time Period:	PM
Analysis Year:	2050 - with extension

Agency:	St Francis
Analyst:	JJ
Date:	1/16/2026

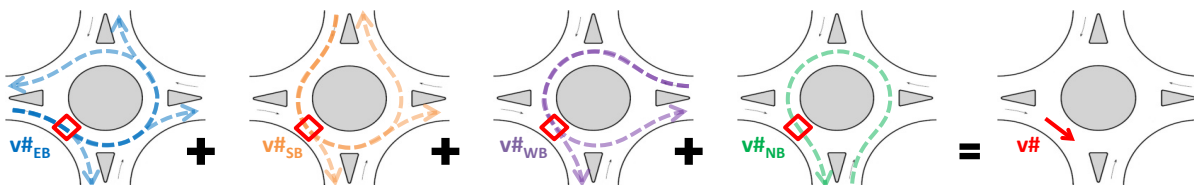


LANE CAPACITY vs. CONFLICT POINT VOLUME THRESHOLDS

LESS THAN 1100 vph:	SINGLE LANE OK
BETWEEN 1100 vph AND 1400 vph:	ANALYZE FURTHER
GREATER THAN 1400 vph:	DOUBLE LANE REQUIRED

vph= vehicles per hour

EXAMPLE CONFLICT POINT VOLUME COMPOSITION



ENTER THRESHOLDS

SINGLE	1100
DOUBLE	1400

Appendix B

Forecast Memo



Memorandum

To: Kate Thunstrom, City of St Francis

From: Jason Junge, PE, Senior Traffic Operations Engineer

Date: November 13, 2025

Re: Bridge Street/Ambassador Blvd Traffic Study – Traffic Forecast
WSB Project No. 031945-000

The purpose of this memorandum is to document the forecasting approach and future traffic volumes that will be used in the operations analysis for the Bridge Street/Ambassador Blvd Traffic Study. The Bridge Street/Rum River Blvd and Ambassador Blvd/229th Avenue NW intersections were also included in the study. The location of these intersections within the context of the surrounding area is shown in **Figure 1**.

Turning movement counts for these intersections were collected in October 2025. Based on the count data for the Bridge Street/Ambassador Blvd intersection, the peak hours for traffic in this area begin at 7:00 AM and 4:15 PM on weekdays. The existing peak hour intersection traffic volumes are shown in **Figure 2**.

The traffic forecast approach for this project consisted of the following steps:

1. Review AADT history and previous forecasts from other recent studies
2. Run the Metropolitan Council’s 2050 Regional Travel Demand Model
3. Review development plans in the area and add traffic from trips generated by development that is likely to occur between 2025 and 2050

AADT History

Traffic volume history was analyzed for roadway segments in the study area with data available from MnDOT’s Traffic Count Database System. The most recent AADT data available for these roadways is from 2024. As shown in **Table 1**, traffic volume on these segments has been increasing as the surrounding area has developed, particularly on Ambassador Blvd north of Bridge Street.

Table 1. AADT history.

Segment	2016 AADT	2024 AADT	Annual Growth Rate
Ambassador Blvd North of Bridge St	5,700	6,611	1.9%
Ambassador Blvd South of Bridge St	5,800	5,996	0.4%
Bridge St East of Ambassador Blvd	9,100	8,893	-0.3%

Previous Forecast Information

Three previous studies in the area were reviewed:

- The Bridge Street Extension Study (2005) did not specifically forecast traffic volumes at these intersections but noted that the current Metropolitan Council forecast at that time expected the City of St Francis population to increase by 160 percent between 2000 and 2030.
- The Northern Anoka County River Crossing Study (2012) forecasted annual growth rates of 0.9 to 1.3 percent to 2030 for daily traffic on these roadway segments.
- The traffic forecast from the Trunk Highway 47 Alternatives Evaluation (2022) assumed annual growth rates of 1.5 percent for TH 47, Pederson Drive, and 229th Avenue traffic, and a rate of 3 percent for traffic on Ambassador Blvd where it intersects with TH 47.

Regional Travel Demand Model

The Metropolitan Council's 2050 Regional Travel Demand Model was used to forecast future traffic volumes in the area. The model was run with and without the potential extension of Bridge Street to TH 47. Comparing the 2050 model results without the Bridge Street extension to the 2025 counts shows that traffic volumes at the Bridge Street/Ambassador Blvd intersection are anticipated to increase by about 1.5 percent per year on average.

The results of the model with the Bridge Street extension indicate that 2050 traffic volume on Bridge Street would increase by about 5 percent if the connection to TH 47 were added. Travel patterns for through traffic in the area would also change. Volume on 229th Avenue would decrease by about half as traffic shifts to the new roadway. Volume on Ambassador Blvd would also decrease, because traffic from TH 47 would no longer need to use Ambassador Blvd to reach the bridge across the Rum River.

The regional model is not precise enough to forecast the impact of development proposals for specific parcels on turning movement volumes at individual intersections. The model runs for future years used the existing land use input data for the transportation analysis zone that contains the proposed developments. Trip generation and distribution from the developments were estimated separately and added to the regional model forecasts.

Development Trip Generation

Developments have been proposed for several existing vacant parcels in the study area that are likely to be constructed within the next 10 years. These parcels are shown in **Figure 3** along with estimated trip generation, distribution, and additional peak hour intersection traffic volumes.

Trip generation was estimated using the Institute of Transportation Engineers (ITE) Trip Generation Manual 12th Edition. Pass-by and internal site capture trip percentages for retail and convenience businesses were estimated based on guidance and data included in the ITE Trip Generation Handbook 3rd Edition. Pass-by trips represent stops made by traffic already passing through on adjacent roadways and do not increase the total amount of traffic entering the study area. The land use assumptions and trip generation rates are shown in **Table 2**, and the resulting trip generation calculations are shown in **Table 3**.

Trip distribution was estimated based on a StreetLight Data analysis of origins and destinations for trips to and from existing development nearby that was conducted as part of the traffic operations analysis for the TH 47 project.

Forecast Traffic Volumes

Peak hour intersection traffic volumes at the completion of the proposed developments were estimated by adding the traffic generated by the developments to the existing counts. The resulting volumes are shown in **Figure 4**.

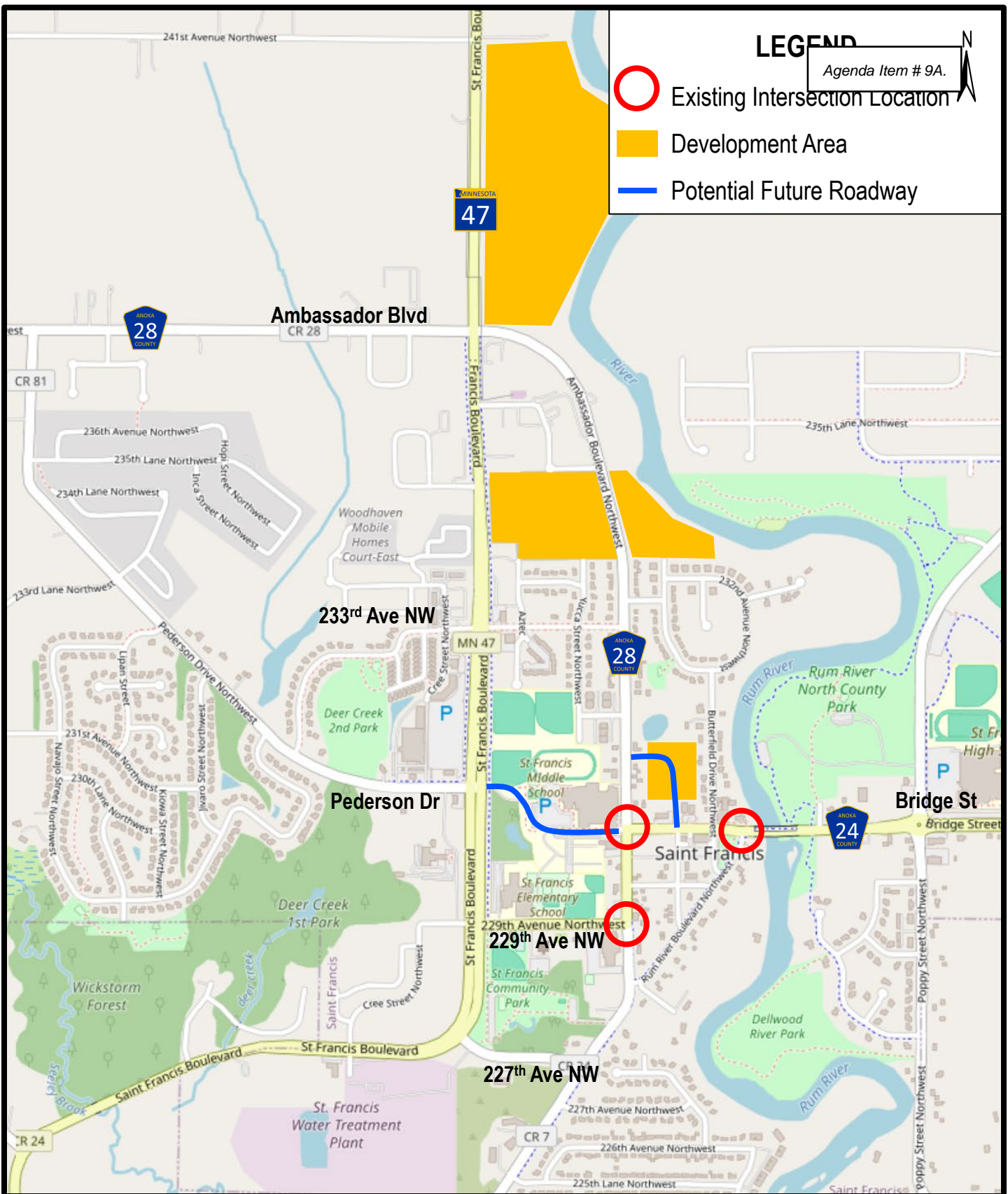
2050 AM and PM peak hour traffic volumes were estimated by adding the traffic generated by the proposed developments to the forecasts from the regional travel demand model. The resulting volumes for the three intersections analyzed are shown in **Figure 5** without the Bridge Street extension and in **Figure 6** with the Bridge Street extension.

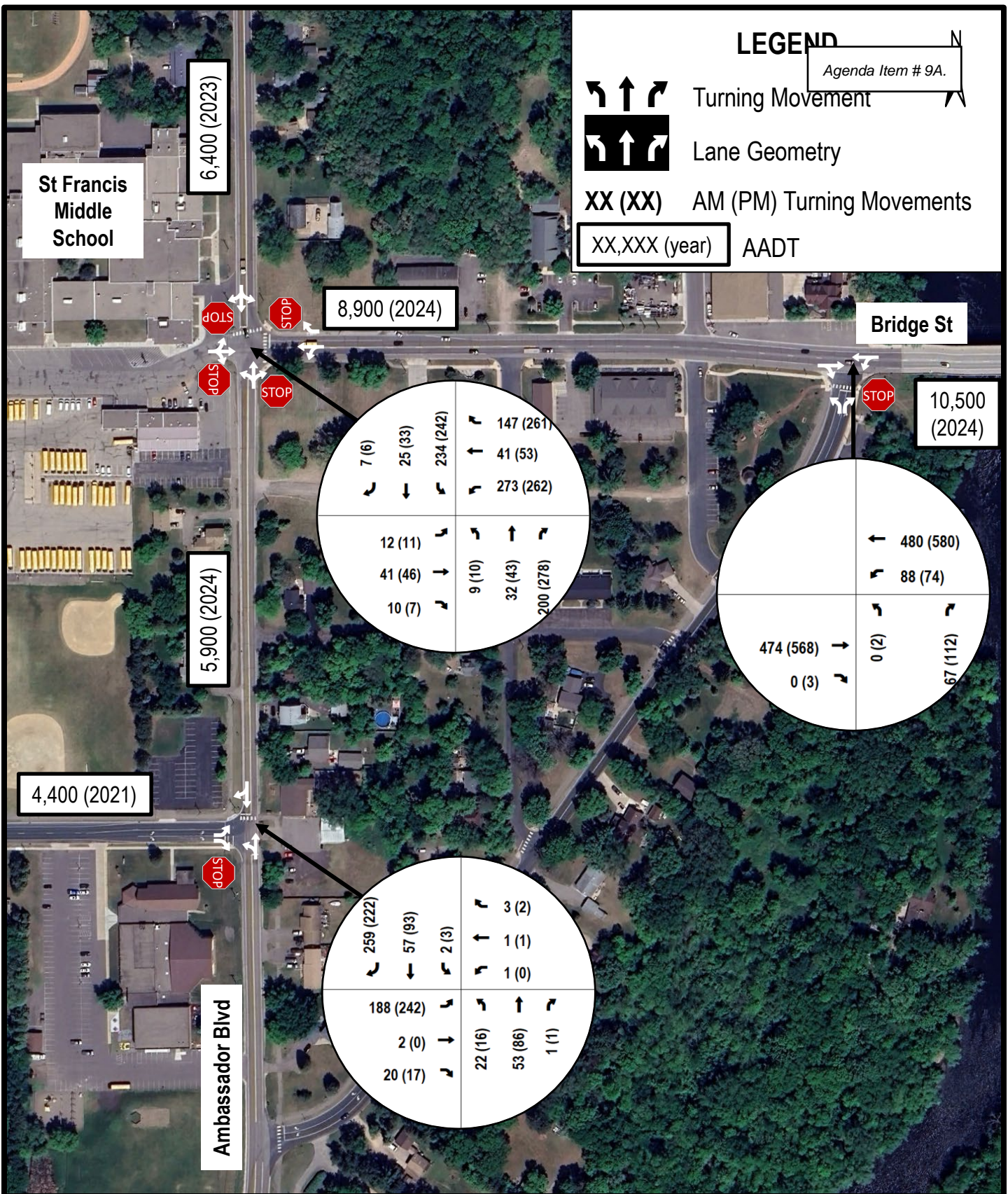
Table 2. Development trip generation rates.

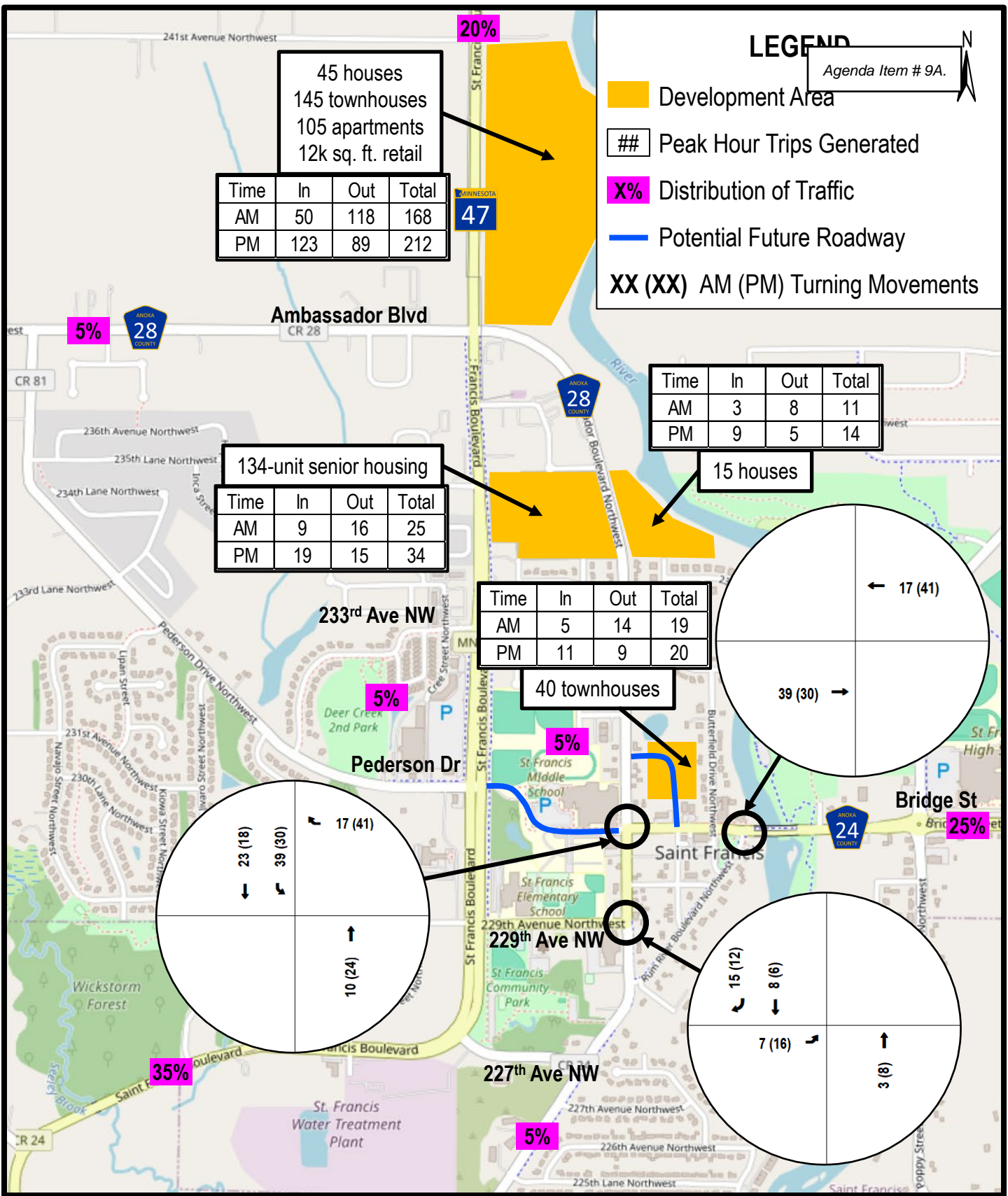
Site	Land use	ITE code	Unit	Value	Daily	AM peak hour			PM peak hour			Capture	Pass-by
					Trip rate	Trip rate	Entering	Exiting	Trip rate	Entering	Exiting		
1. NE quad TH 47 and Ambassador	Single family	210	Housing unit	45	9.09	0.7	27%	73%	0.93	62%	38%		
	Detached townhomes	215	Housing unit	145	6.57	0.47	25%	75%	0.51	57%	43%		
	Apartments	220	Housing unit	105	6.21	0.41	24%	76%	0.52	62%	38%		
	Commercial (retail)	822	1000 sq. ft.	12	54.45	3.93	55%	45%	6.29	50%	50%	10%	40%
2. Senior housing	Senior housing	252	Housing unit	134	3.25	0.19	34%	66%	0.25	56%	44%		
3. 234th Ave	Single family	210	Housing unit	15	9.09	0.7	27%	73%	0.93	62%	38%		
4. Subway	Townhomes	215	Housing unit	40	6.57	0.47	25%	75%	0.51	57%	43%		

Table 3. Trips generated.

Site	Land use	Daily	AM peak hour			PM peak hour		
		Total	Total	Entering	Exiting	Total	Entering	Exiting
1. NE quad TH 47 and Ambassador	Single family	409	32	9	23	42	26	16
	Detached townhomes	953	68	17	51	74	42	32
	Apartments	652	43	10	33	55	34	21
	Commercial (retail)	353	25	14	11	41	21	20
2. Senior housing	Senior housing	436	25	9	16	34	19	15
3. 234th Ave	Single family	136	11	3	8	14	9	5
4. Subway	Townhomes	263	19	5	14	20	11	9
Total		3202	223	67	156	280	162	118







LEGEND

Agenda Item # 9A.



Turning Movement

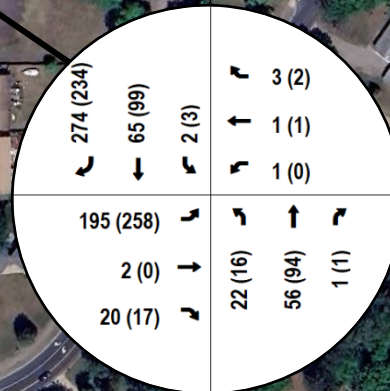
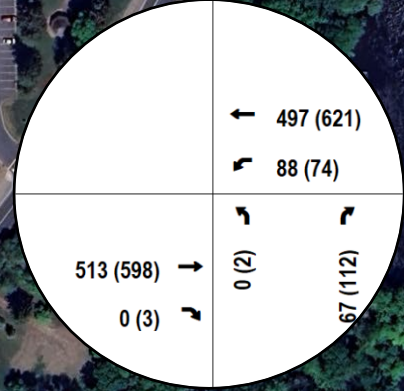
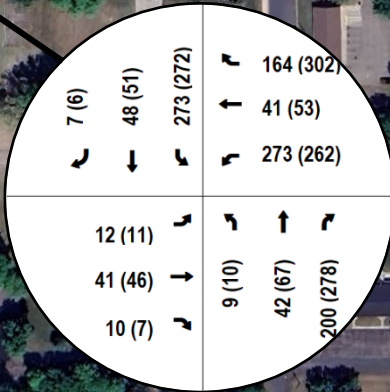
XX (XX)

AM (PM) Turning Movements

St Francis Middle School

Bridge St

Ambassador Blvd



Bridge Street/Ambassador Boulevard Traffic Study

St. Francis IN

Figure 4. 2025 Volumes With Development

LEGEND

Agenda Item # 9A.



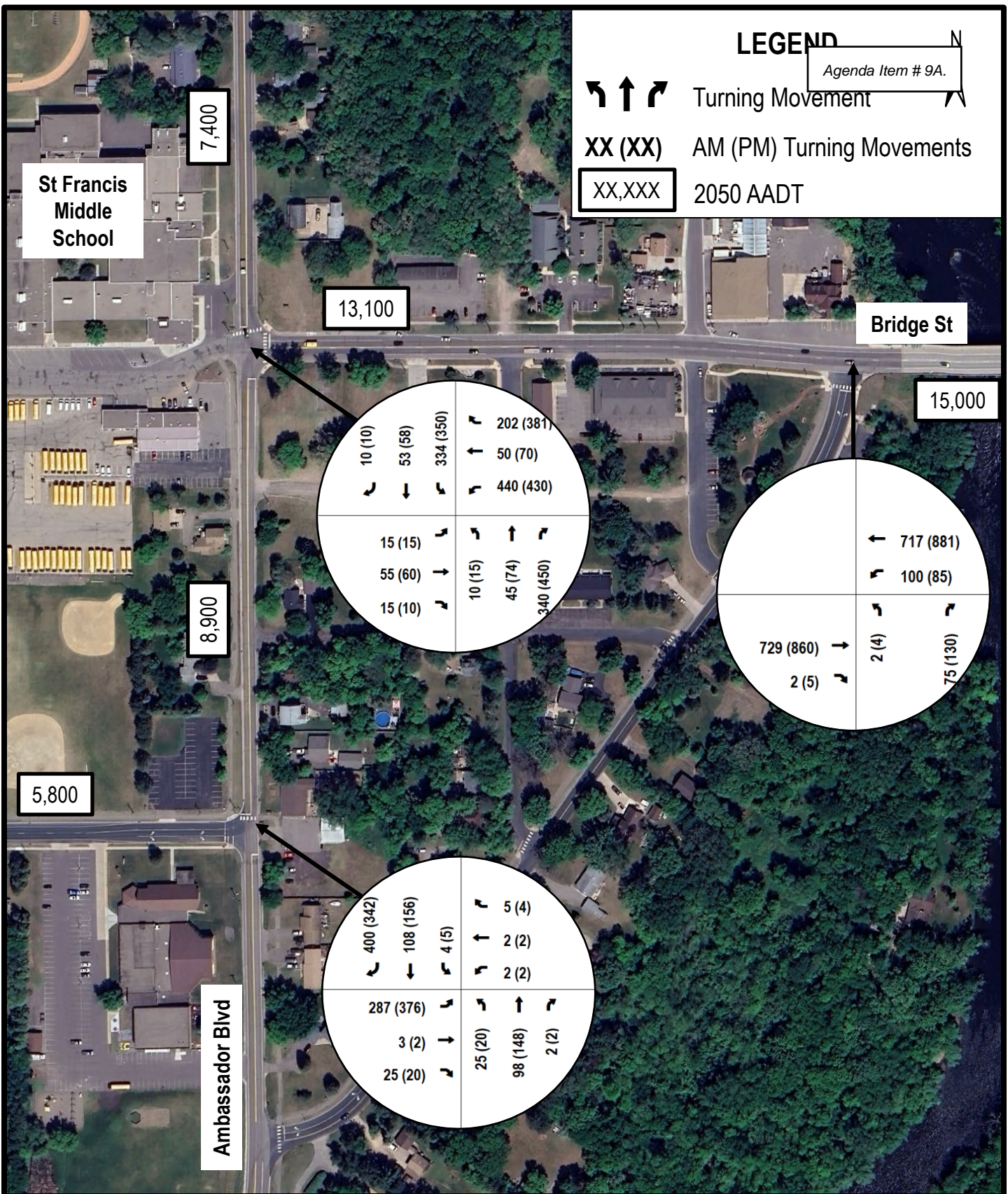
Turning Movement

XX (XX)

AM (PM) Turning Movements

XX,XXX

2050 AADT



Bridge Street/Ambassador Boulevard Traffic Study

St. Francis IN

Figure 5. 2050 Volumes (Without Bridge Street Extension)

LEGEND

Agenda Item # 9A.



Turning Movement

XX (XX)

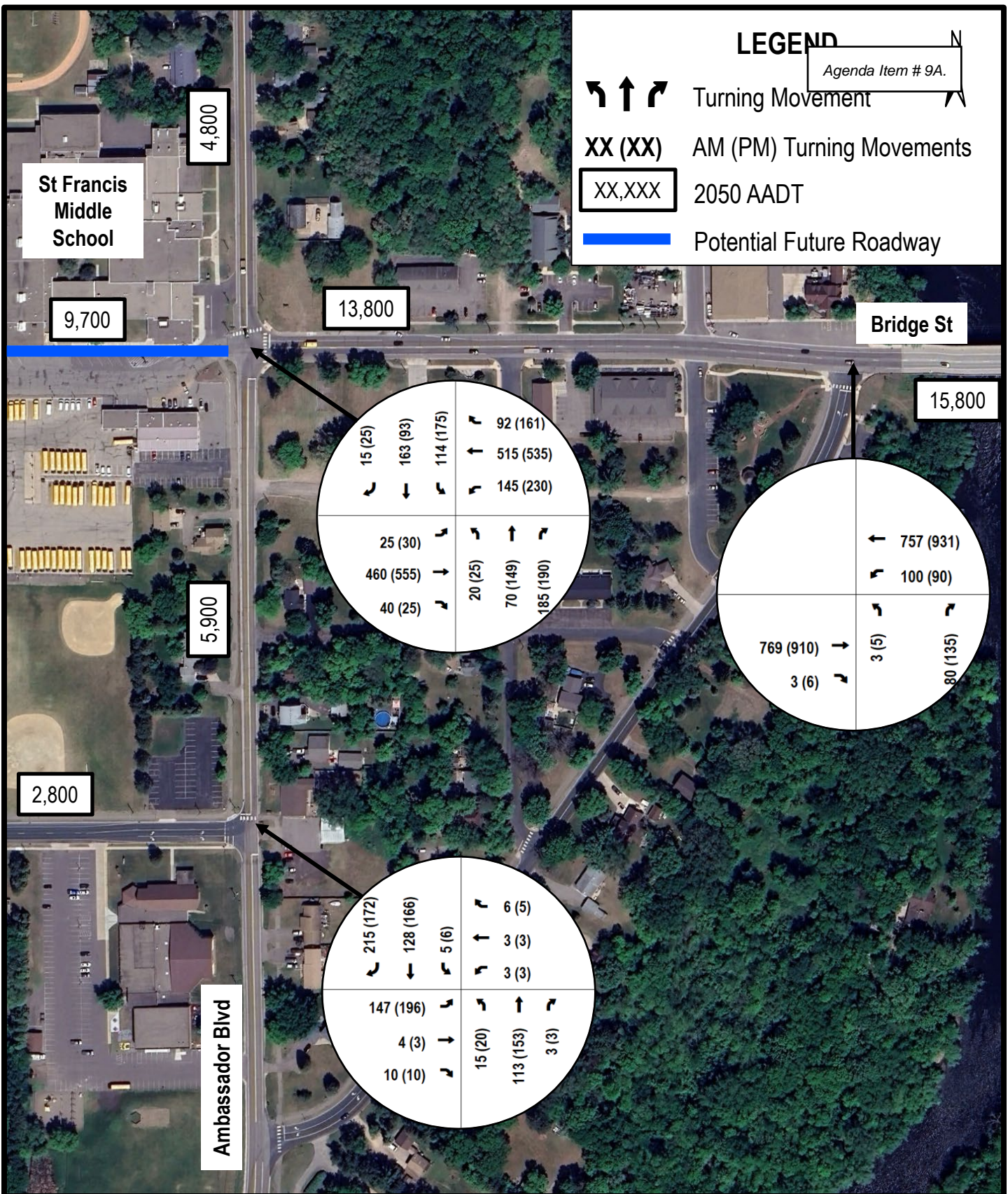
AM (PM) Turning Movements

XX,XXX

2050 AADT



Potential Future Roadway



Bridge Street/Ambassador Boulevard Traffic Study

St. Francis IN

Figure 6. 2050 Volumes (With Bridge Street Extension)

Appendix C

Warrant Analysis



SIGNAL WARRANTS ANALYSIS

Year: 2025
Condition: Existing volumes

LOCATION: Bridge St and Ambassador Blvd
COUNTY: Anoka
REF. POINT:
DATE: 11/5/2025
OPERATOR: JJ

WARRANT 1 - EIGHT HOUR VOLUME

	Speed	Approach Description	Lanes
POPULATION < 10,000?	Yes	35 Major App 1 Ambassador Blvd (SB)	1
0.70 FACTOR USED?	Yes	35 Major App 3 Ambassador Blvd (NB)	1
EXISTING SIGNAL ?	No	30 Minor App 2 School Access (EB)	1
0.80 FACTOR USED?	No	30 Minor App 4 Bridge St (WB)	1

Notes: Minor street right turns not included

THRESHOLDS 1A/1B/1C: 350/525 105/53 105/53 280/420 84/42 84/42

HOUR	MAJOR APP 1	MAJOR APP. 3	TOTAL 1+3	MINOR APP. 2	MINOR APP. 4	MAJOR 1A/1B	MINOR 2 1A/1B	MINOR 4 1A/1B	MET SAME 1A/1B	MAJOR 1C A/B	MINOR 2 1C A/B	MINOR 4 1C A/B	MET SAME 1C (A/B)
12:00 AM - 1:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
1:00 AM - 2:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
2:00 AM - 3:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
3:00 AM - 4:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
4:00 AM - 5:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
5:00 AM - 6:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/
6:00 AM - 7:00 AM	215	112	327	22	213	/	/	X/X	/	X/	/	X/X	X/
7:00 AM - 8:00 AM	266	241	507	53	314	X/	/X	X/X	X/	X/X	/X	X/X	X/X
8:00 AM - 9:00 AM	187	143	330	10	170	/	/	X/X	/	X/	/	X/X	X/
9:00 AM - 10:00 AM	157	120	277	33	133	/	/	X/X	/	/	/	X/X	/
10:00 AM - 11:00 AM	151	101	252	11	104	/	/	/X	/	/	/	X/X	/
11:00 AM - 12:00 PM	170	126	296	15	146	/	/	X/X	/	X/	/	X/X	X/
12:00 PM - 1:00 PM	190	136	326	13	162	/	/	X/X	/	X/	/	X/X	X/
1:00 PM - 2:00 PM	208	164	372	22	197	X/	/	X/X	X/	X/	/	X/X	X/
2:00 PM - 3:00 PM	215	251	466	54	227	X/	/X	X/X	X/	X/X	/X	X/X	X/X
3:00 PM - 4:00 PM	226	322	548	12	240	X/X	/	X/X	X/X	X/X	/	X/X	X/X
4:00 PM - 5:00 PM	277	334	611	56	296	X/X	/X	X/X	X/X	X/X	/X	X/X	X/X
5:00 PM - 6:00 PM	241	302	543	8	217	X/X	/	X/X	X/X	X/X	/	X/X	X/X
6:00 PM - 7:00 PM	207	228	435	3	233	X/	/	X/X	X/	X/X	/	X/X	X/X
7:00 PM - 8:00 PM	0	0	0	0	0	/	/	/	/	/	/	/	/
8:00 PM - 9:00 PM	0	0	0	0	0	/	/	/	/	/	/	/	/
9:00 PM - 10:00 PM	0	0	0	0	0	/	/	/	/	/	/	/	/
10:00 PM - 11:00 PM	0	0	0	0	0	/	/	/	/	/	/	/	/
11:00 PM - 12:00 AM	0	0	0	0	0	/	/	/	/	/	/	/	/

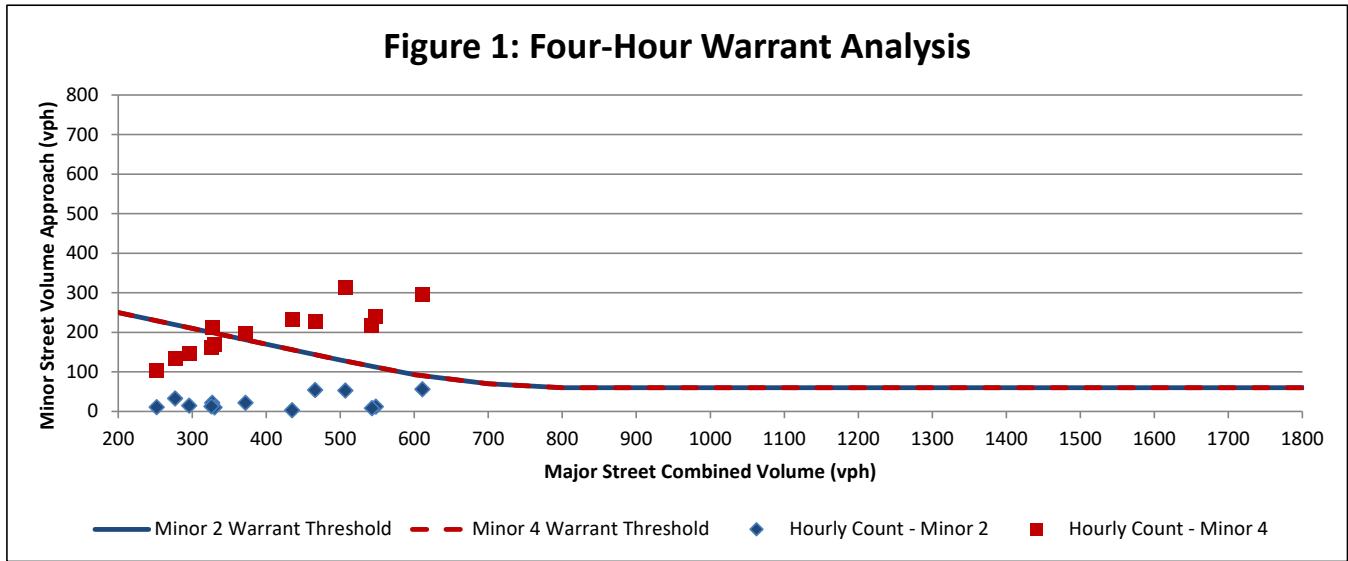
	Met (Hr)	Required (Hr)	Warrant Satisfied?
Warrant 1A	7	8	Not Satisfied
Warrant 1B	3	8	Not Satisfied
Warrant 1C (Cond A)	11	8	Not Satisfied
Warrant 1C (Cond B)	6	8	

LOCATION: Bridge St and Ambassador Blvd
 COUNTY: Anoka
 REF. POINT:
 DATE: 11/5/2025
 OPERATOR: JJ

		Speed	Approach Description	Lanes
0.70 FACTOR USED?	Yes	35	Major App1: Ambassador Blvd (SB)	1
POPULATION < 10,000?	Yes	35	Major App3: Ambassador Blvd (NB)	1
		30	Minor App2: School Access (EB)	1
		30	Minor App4: Bridge St (WB)	1

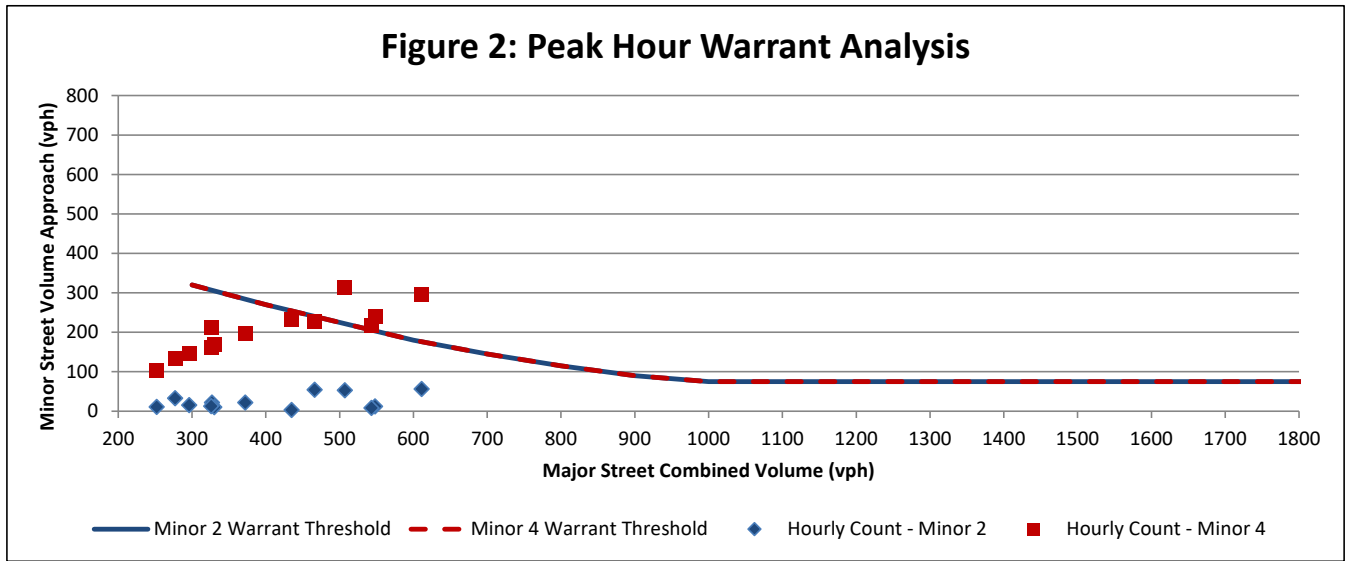
Notes: Minor street right turns not included

WARRANT 2 - FOUR HOUR VOLUME



	Met (Hr)	Required (Hr)	Warrant Satisfied?
Warrant 2	8	4	Satisfied

WARRANT 3 - PEAK HOUR VOLUME



	Met (Hr)	Required (Hr)	Warrant Satisfied?
Warrant 3	4	1	Satisfied

LOCATION: Bridge St and Ambassador Blvd
 COUNTY: Anoka
 REF. POINT:
 DATE: 11/5/2025
 OPERATOR: JJ

WARRANT 4 - PEDESTRIAN VOLUME

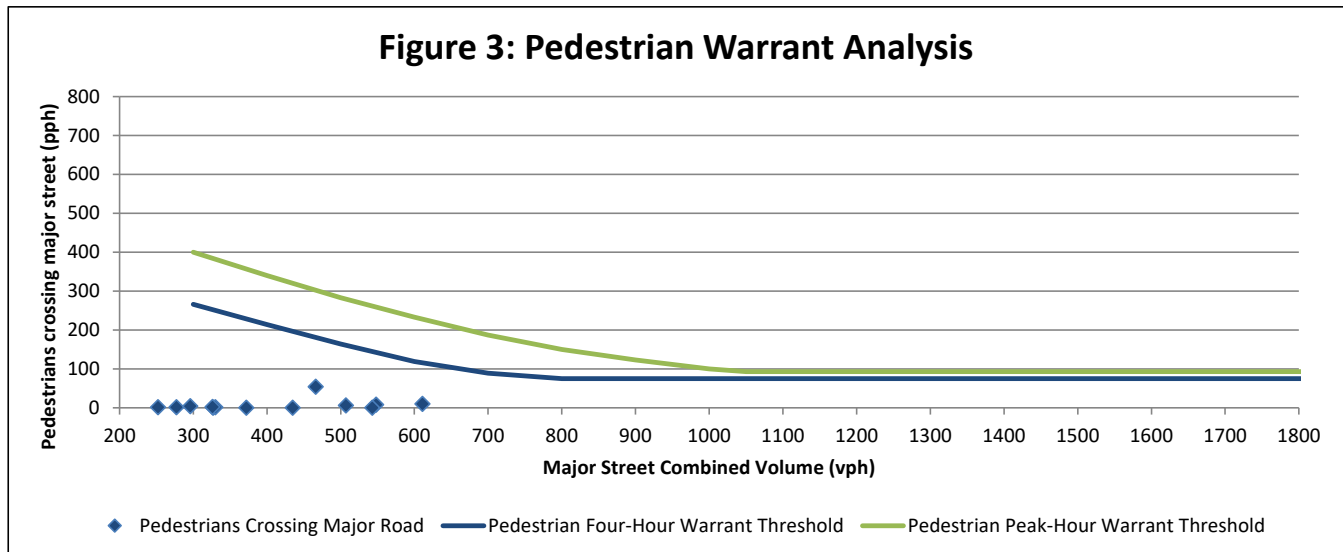
		Speed	Approach Description	
0.70 FACTOR USED?	Yes	35	Major App1:	Ambassador Blvd (SB)
POPULATION < 10,000?	Yes	35	Major App3:	Ambassador Blvd (NB)
		30	Minor App2:	School Access (EB)
		30	Minor App4:	Bridge St (WB)

HOUR	MAJOR APP 1	MAJOR APP. 3	TOTAL 1+3	PEDS X-ING MAJOR
12:00 AM - 1:00 AM	0	0	0	0
1:00 AM - 2:00 AM	0	0	0	0
2:00 AM - 3:00 AM	0	0	0	0
3:00 AM - 4:00 AM	0	0	0	0
4:00 AM - 5:00 AM	0	0	0	0
5:00 AM - 6:00 AM	0	0	0	0
6:00 AM - 7:00 AM	215	112	327	0
7:00 AM - 8:00 AM	266	241	507	6
8:00 AM - 9:00 AM	187	143	330	1
9:00 AM - 10:00 AM	157	120	277	1
10:00 AM - 11:00 AM	151	101	252	1
11:00 AM - 12:00 PM	170	126	296	4
12:00 PM - 1:00 PM	190	136	326	2
1:00 PM - 2:00 PM	208	164	372	0
2:00 PM - 3:00 PM	215	251	466	54
3:00 PM - 4:00 PM	226	322	548	8
4:00 PM - 5:00 PM	277	334	611	10
5:00 PM - 6:00 PM	241	302	543	0
6:00 PM - 7:00 PM	207	228	435	0
7:00 PM - 8:00 PM	0	0	0	0
8:00 PM - 9:00 PM	0	0	0	0
9:00 PM - 10:00 PM	0	0	0	0
10:00 PM - 11:00 PM	0	0	0	0
11:00 PM - 12:00 AM	0	0	0	0

	Met (Hr)	Required (Hr)
Warrant 4 (4-Hour Pedestrian Vol.)	0	4
Warrant 4 (Peak Pedestrian Vol.)	0	1

Is crossing within 300' of other signal or stop sign controlling the major approach?	No
If Yes, will proposed signal inhibit the progression of traffic on the major approach?	N/A

Warrant 4 Satisfied?	Not Satisfied
----------------------	---------------



LOCATION: Bridge St and Ambassador Blvd
COUNTY: Anoka
REF. POINT:
DATE: 11/5/2025
OPERATOR: JJ

WARRANT 5 - SCHOOL CROSSING

Is the principal reason for the signal to accommodate the movement of schoolchildren across the major road?

Are there at least 20 schoolchildren crossing the major road in the highest crossing hour?

If both above questions are answered yes, calculate the available gaps below:

Are needed gaps greater than available gaps?

Is crossing within 300' of other signal or stop sign controlling the major approach?
If Yes, will proposed signal inhibit the progression of traffic on the major approach?

Warrant 5 met?

WARRANT 6 - COORDINATED SIGNAL SYSTEM

Part A

Is the street a one-way street or a street that has traffic predominately in one direction?
Do adjacent traffic control signals provide adequate platooning?

Part B

Is the street a two-way street?
Do adjacent traffic control signals provide adequate platooning?
Will proposed signal provide for progressive operation of traffic?

Will proposed signal spacing be less than 1000 feet?

Provide proof of platooning issues:

N/A

Warrant 6 met?

LOCATION: Bridge St and Ambassador Blvd
 COUNTY: Anoka
 REF. POINT:
 DATE: 11/5/2025
 OPERATOR: JJ

WARRANT 7 - CRASH EXPERIENCE

THRESHOLDS 1A/1B/1C: 280/420 84/42 84/42

HOUR	MAJOR APP 1	MAJOR APP. 3	TOTAL 1+3	MINOR APP. 2	MINOR APP. 4	MAJOR 7 A/B	MINOR 2 7 A/B	MINOR 4 7 A/B	MET SAME 7 (A/B)
12:00 AM - 1:00 AM	0	0	0	0	0	/	/	/	/
1:00 AM - 2:00 AM	0	0	0	0	0	/	/	/	/
2:00 AM - 3:00 AM	0	0	0	0	0	/	/	/	/
3:00 AM - 4:00 AM	0	0	0	0	0	/	/	/	/
4:00 AM - 5:00 AM	0	0	0	0	0	/	/	/	/
5:00 AM - 6:00 AM	0	0	0	0	0	/	/	/	/
6:00 AM - 7:00 AM	22	215	237	213	112	X/	/	X/X	X/
7:00 AM - 8:00 AM	53	266	319	314	241	X/X	/X	X/X	X/X
8:00 AM - 9:00 AM	10	187	197	170	143	X/	/	X/X	X/
9:00 AM - 10:00 AM	33	157	190	133	120	/	/	X/X	/
10:00 AM - 11:00 AM	11	151	162	104	101	/	/	X/X	/
11:00 AM - 12:00 PM	15	170	185	146	126	X/	/	X/X	X/
12:00 PM - 1:00 PM	13	190	203	162	136	X/	/	X/X	X/
1:00 PM - 2:00 PM	22	208	230	197	164	X/	/	X/X	X/
2:00 PM - 3:00 PM	54	215	269	227	251	X/X	/X	X/X	X/X
3:00 PM - 4:00 PM	12	226	238	240	322	X/X	/	X/X	X/X
4:00 PM - 5:00 PM	56	277	333	296	334	X/X	/X	X/X	X/X
5:00 PM - 6:00 PM	8	241	249	217	302	X/X	/	X/X	X/X
6:00 PM - 7:00 PM	3	207	210	233	228	X/X	/	X/X	X/X
7:00 PM - 8:00 PM	0	0	0	0	0	/	/	/	/
8:00 PM - 9:00 PM	0	0	0	0	0	/	/	/	/
9:00 PM - 10:00 PM	0	0	0	0	0	/	/	/	/
10:00 PM - 11:00 PM	0	0	0	0	0	/	/	/	/
11:00 PM - 12:00 AM	0	0	0	0	0	/	/	/	/

	Met (Hr)	Required (Hr)
Warrant 7 (Cond A)	11	8
Warrant 7 (Cond B)	6	8

Has there been an adequate trial of alternatives that has failed to reduce the crash frequency? No

Crash History (within a 12-month period)

Right Angle:	0	TOTAL: Required:	0
Left Turn:	0		5
Pedestrian:	0		

Warrant 7 met? No

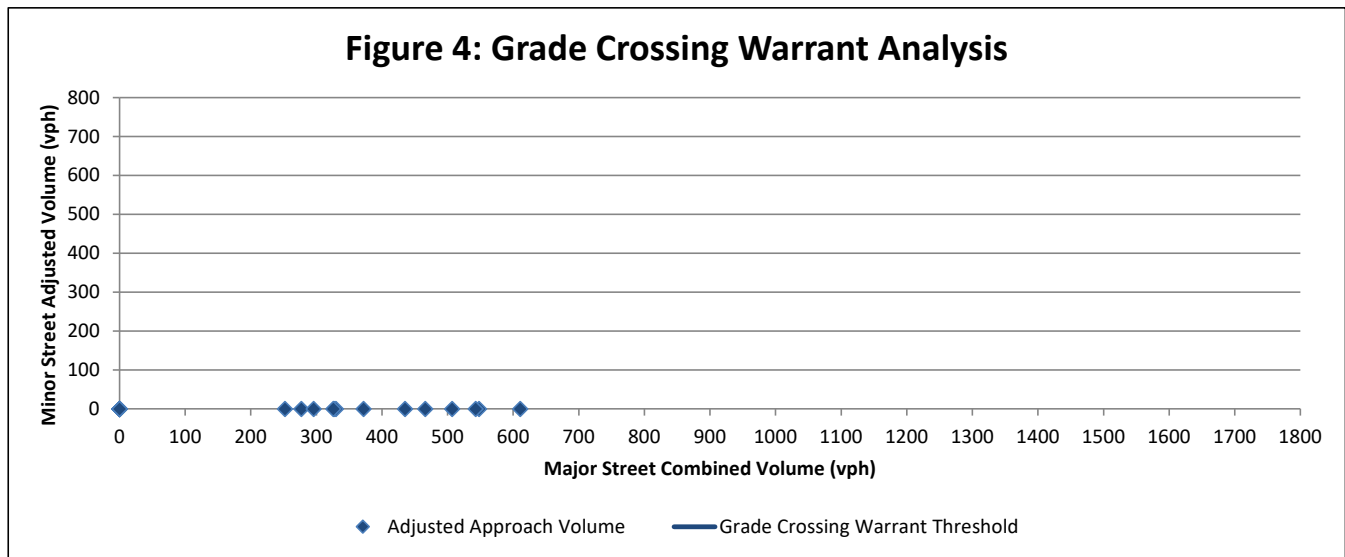
LOCATION: Bridge St and Ambassador Blvd
 COUNTY: Anoka
 REF. POINT:
 DATE: 11/5/2025
 OPERATOR: JJ

WARRANT 8 - ROADWAY NETWORK

	Major Approach Road	Minor Approach Road
Part of street or highway system that serves as the principal roadway network for through traffic flow	No	No
Rural or suburban highway outside, entering, or traversing a city	No	No
Appears as a major route on an official plan	No	No
Does the intersection have a total existing or immediately projected entering volume of at least 1,000 vehicles per	Yes	
Does the intersection have 5-Year projected traffic volumes that meet Warrants 1, 2, or 3?	Yes	
Does the intersection have a total existing or immediately projected entering volume of at least 1,000 vehicles per	No	
Warrant 8 met?	No	

WARRANT 9 - INTERSECTION NEAR GRADE CROSSING

Is the principal reason for installation of a signal the proximity of the intersection to a grade crossing controlled by a stop or yield control?	No
Is the center of the railroad track less than 140 feet from the stop line or yield line?	N/A
Clear storage distance (closest to)	N/A
Approach crossing grade	N/A
Rail traffic per day	0
Percent of high-occupancy buses on minor-street approach	0%
Percent of tractor-trailer trucks on minor-street approach	0%



	Met (Hr)	Required (Hr)
Warrant 9	0	1

Warrant 9 met?

LOCATION: Bridge St and Ambassador Blvd
COUNTY: Anoka
REF. POINT:
DATE: 11/5/2025
OPERATOR: JJ

WARRANT SUMMARY

Warrant 1	Not Met
Condition A	Not Met
Condition B	Not Met
Condition C	Not Met
Warrant 2	Met
Warrant 3	Met
Warrant 4	Not Met
Warrant 5	Met
Warrant 6	Not Met
Warrant 7	Not Met
Warrant 8	Not Met
Warrant 9	Not Met

Notes:



ALL WAY STOP WARRANT

Year: 2025

Existing Condition: Existing volumes

LOCATION: Bridge St and Ambassador Blvd

COUNTY: Anoka

REF. POINT:

DATE: 11/5/2025

OPERATOR: JJ

Speed	Approach Description	Lanes
35	Major App1: Ambassador Blvd (SB)	1
35	Major App3: Ambassador Blvd (NB)	1
30	Minor App2: School Access (EB)	1
30	Minor App4: Bridge St (WB)	1

0.70 FACTOR USED? No

VOLUME WARRANT

VOLUME THRESHOLDS: 300 200 240/160

HOUR	MAJOR APP. 1	MAJOR APP. 3	MINOR APP. 2	MINOR APP. 4	MAJOR TOTAL Σ (APP. 1 & APP. 3)	MINOR TOTAL Σ (APP. 2 & APP. 4)	100% VOLUME WARRANT MET	80% VOLUME WARRANT MET
							/	/
1:00:00 AM							/	/
2:00:00 AM							/	/
3:00:00 AM							/	/
4:00:00 AM							/	/
5:00:00 AM							/	/
6:00:00 AM	215	112	22	213	327	235	X/X	X/X
7:00:00 AM	266	241	53	314	507	367	X/X	X/X
8:00:00 AM	187	143	10	170	330	180	X/	X/X
9:00:00 AM	157	120	33	133	277	166	/	X/X
10:00:00 AM	151	101	11	104	252	115	/	X/
11:00:00 AM	170	126	15	146	296	161	/	X/X
12:00:00 PM	190	136	13	162	326	175	X/	X/X
1:00:00 PM	208	164	22	197	372	219	X/X	X/X
2:00:00 PM	215	251	54	227	466	281	X/X	X/X
3:00:00 PM	226	322	12	240	548	252	X/X	X/X
4:00:00 PM	277	334	56	296	611	352	X/X	X/X
5:00:00 PM	241	302	8	217	543	225	X/X	X/X
6:00:00 PM	207	228	3	233	435	236	X/X	X/X
7:00:00 PM							/	/
8:00:00 PM							/	/
9:00:00 PM							/	/
10:00:00 PM							/	/
11:00:00 PM							/	/

Met (Hr) Required (Hr)

All Way Stop 100% Volume Warrant:

8 8

All Way Stop 80% Volume Warrant:

12 8

Minor road peak hour delay (seconds)

28

Volume warrant met?

No

LOCATION: Bridge St and Ambassador Blvd
COUNTY: Anoka
REF. POINT:
DATE: 11/5/2025

OPERATOR: JJ

OTHER WARRANTS

Is a traffic control signal justified?

Amount of correctible crashes:
Right-Turn
Left-Turn
Right-Angle
Other

Is there a need to control left-turn conflicts?

Is there a need to control vehicle/pedestrian conflicts near a high pedestrian generator?

Are there sight issues (inability to see conflicting traffic) at the intersection?

Is the intersection between two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection?

Notes/explanations:

Other warrants met? Yes (Signal Justified,Left-Turn Conflicts,Pedestrian Conflicts |



**CITY COUNCIL
AGENDA REPORT**

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: Local Sales Tax _ Information Only
DATE: April 20, 2026

OVERVIEW:

The revenue source of a Local Sales Tax has come forward in conversation. Below I have identified high level notes for council to review to determine if they are interested in a greater level of time to be spent on this topic.

What is Local Sales Tax?

A city may impose a local general sales tax. There are several State Statutes that govern the use and process of these funds. Local sales taxes are to be used instead of traditional revenues ONLY for construction and rehabilitation of capital projects when a clear regional benefit beyond the taxing jurisdiction can be shown.

What can it be used for?

Local taxes can only be used for capital projects that can show a “regional significance”. State law limits projects too:

- a single building or structure, including associated infrastructure needed to safety access or use the building or structure.
- improvements within a single park or named recreational area
- contiguous trail

Projects related to roads and other infrastructure are not considered “regionally significant” and the state feels they can be financed, at least in part, with other revenue sources.

“Regional significance” is required on the project and our document is required to include the share of the economic benefit to, or use of, each project by person residing, or businesses located, outside of the jurisdiction. It cannot be a project that only supports St. Francis.

What is the process?

There are several statutory steps that the city must complete to impose a local sales tax. Those steps, in the order in which they are required, are as follows:

1. Adopt a resolution that includes the proposed rate, project, identify regional significance, amount to be raised and length of time it will be collected
2. Submit the resolution and supporting documentation to the State Tax Committee. Working with LGN we would submit to the Chairs and ranking minority members of the House and Senate Tax committees and other appropriate subcommittees
3. Obtain Legislative authorization. The City must secure the approval of a local tax
4. Adopt another resolution. This is to accept the new law, then file the resolution with the Secretary of State.
5. Hold a Referendum. The City must hold a referendum vote during a general election within two years of the legislative authority. Ballot questions must be specific to each project if more than one project is being proposed.
6. Pass an Ordinance. City must pass an ordinance imposing the tax including the date it will go into effect as well as notify the commission of Revenue.

An example of the timeline would be as follows:

1. 2026 council would pass a resolution prior to November
2. 2026 November/December, submit request to Tax Committee
3. 2027 staff would work with LGN on getting legislative approval.
 - a. If we obtain approval in the first year, we can move on to step four.
 - b. If we do not obtain approval, the city would need to go back to the 2028 legislative session, and the next possible general election would be in 2030
4. 2027 create ballot questions, adopt next second resolution and begin education for ballot questions for a 2028 referendum
5. 2028 General Election, hold referendum with ballot questions
6. 2029 if item passed referendum, complete state documentation requirements and determine when to begin collecting.

What is at stake?

- Positive – this would create an additional tax that would support projects inside of St. Francis.
- Negative – use of local tax revenues, decreases the benefits to taxpayers of the deductibility of property taxes through the property tax refund program

- Risk - There is a delicate balance when adding more taxes as a metropolitan border city. As a city of the metropolitan area, we are faced with state housing and road taxes. A local sales tax would add an additional percentage on top of metro area taxes already imposed.

Current sales tax rates added as a metropolitan area city:

Anoka County Transit Tax	0.25%
Metro Area Housing Sales Tax	0.25%
Metro Area Transportation Tax	0.75%

St. Francis would need to consider if this could/would drive consumers to other nearby areas such as Elk River or Isanti for the same goods that do not have metro taxes. These examples are surrounding commercial areas that do not have metropolitan tax requirements, making taxes on goods cheaper. Consider on a \$30 item it may not be impactful, on \$300 of items residents may leave the area to pay less taxes.

- City Cost - Project identification, cost analysis and timing would need to be sorted out in detail to create a timeline and budget to complete the sales tax process. Costs would include a fiscal analysis for the project (engineering) sales tax impact/rate/term (Ehlers), legislative work (LGN), legal work (BGS) and an election (Special or general). This would also be an increase in our annual audit (Abdo) and staff tracking and time.

These expenses are not in the 2026 City budget. If this is a direction Council would like to pursue, we would need Council to identify their intent so expenses could be managed in the budget starting in 2026 and continuing until 2028 at a minimum.

DISCUSSION ITEM ONLY:

Council to review information provided and determine if further action or details are needed, provide directions to staff for a future meeting.

Attachments:

- none



CITY COUNCIL
AGENDA REPORT

TO: Mayor and City Council
FROM: Kate Thunstrom, City Administrator
Darcy Mulvihill, Finance Director
SUBJECT: Early Budget Discussion
DATE: April 20, 2026

OVERVIEW:

As it is too early to set figures, through this discussion we look to set goals for 2027. Attached are several sheets of budget data for fiscal year 2025 and 2026. It is too early to place figures in the 2027 budget due to there being limited data available, as identified in the process outlined below. Staff are providing these pages to be used to review the overall understanding of the operational budget and work to set goals for the upcoming process.

Budget Process:

- May/June – staff review department budgets against past two years for next years projections and projects.
- June – staff identify changes from State legislation
- July – council reviews and approves Capital Improvement Plan
- August – Anoka County provides financials and State numbers are finalized.
- September – council sets maximum levy
- December – council sets levy and budget.

Items discussed tonight on the budget impact the levy, however, this discussion does not include the CIP. This discussion also does not include enterprise funds as they do not impact the levy.

Where 2025 ended

The General Fund for 2025 is ending at approximately a negative \$213,000. Take note – this may still change as the final audit report is not completed. Several reasons for this include:

- Building permit revenue is down from previous years.
- Crossing calendar years – Vista Prairie paid for their permit in 2024. However, we paid out for inspections in 2025 as the project progressed. That was approximately \$135,000

- The City did a mid-year \$40,000 contract with LGN to lobby the State Legislature
- Fire Department overran their budget by \$136,085.32.

As 2024 ended the year with a positive budget of \$421,771 those funds are then used to offset the negative amount in 2025.

This is why budgets proposed for the annual operating year include inflationary rates. Even with inflation considerations, numbers fluctuate and are influenced by other policy decisions, such as the cost of fuel, cost of materials, tariffs, etc. in addition to dependency on permit revenue and state allocations. Staff monitor these changes throughout the year and adjust.

One example of an item being monitored is the amount set aside for fuel that may fall short under what is proposed. Based on the 2025 fuel amounts purchased along with the increased fuel costs in 2026, the City could see an estimated \$15,000 increase in fuel cost over last year. Like our residents, the city fuel budget will be directly impacted with that higher expense.

A look at 2026

Attached are sheets that break apart the city budget by department and compare the 2025 final costs to the proposed budget amounts for 2026.

Points to keep in mind:

- This is one city budget with various billing codes. Breaking it down with department codes allows us to understand what each area costs and the expenses tied to it. Departments do not have a separate budget - it is one budget, one account – different codes.
- 2025 items had “proposed” budgeted amounts in December 2024 like what you will see for 2026. The numbers reflected on the attached sheets are the actual costs at the end of the fiscal year.
- 2026 is a “proposed” number. These numbers are set by staff based on knowledge we have of when creating the budget, accounting for known changes and reviewing past year’s expenses.
- Fire has changed from a department with individual codes in 2025 to a contract in 2026. The contract also includes what was being set aside in the city CIP. This is now one total, not two.
- If a single account code or department was to run over what it projected, it would be covered by the overall budget. This is one budget broken down by account codes for the various departments or duties for tracking.

The attached sheets identify the following to help Council understand how the budget is broken down within each department through codes. The information is as follows:

- 1. Department/Fund.
- 2. Expense Categories.
 - a. Expenses have been categorized and explained so they are clear in their purpose.
 - i. Salaries and Personnel. These are set by the wage scale, insurance costs, training requirements, etc. These are the costs of having staff
 - ii. Contracts. Each department has different contract needs. For example, Community Development contracts include planning while Public works have a contract for gravel. These are the day-to-day contracts we use for third party services.
 - iii. Automobile Expenses. This is the cost to run city vehicles for fuel, maintenance, outfitting, etc.
 - iv. Facility Costs. This is the city cost of space. City facility costs include the utilities, network needs, etc. Each department shows a contribution.
 - v. Supplies. These are day-to-day supplies including copy paper, copier toner, etc. Each department contributes.
 - vi. Operations. These costs are related to legal notices, the city newsletter and postage.
 - vii. Department Specific. This is area that not all departments will share. These costs can range from unique items like medical supplies to sidewalk repair.
 - viii. Miscellaneous. These are items that do not fall within one of the above anticipated and projected costs for that department. If a department has a one-time cost, or a cost that is unique, it would be coded in this area. Not all departments have exactly the same line-item codes.

Understanding Vista Prairie and the levy impact:

At meetings, there is a continued misunderstanding about how the tax abatement for Vista Prairie is paid and affecting the levy.

- 1. Residents do not pay the abatement taxes for the facility.
- 2. The City increases its levy to ensure we are collecting the full amount of tax that Vista is abating.
- 3. Then Vista pays their property taxes in full
- 4. The city then refunds the portion of city paid taxes back to Vista
- 5. The rebate amount is based on the actual city taxes paid

If the City did nothing to account for the abatement in its budget and levy, the City's general fund would effectively be short the amount refunded. The City adjusts its levy so it collects the total amount needed to make the refund payment.

As we are not generating taxes into the City to help pay for services (police/fire/roads), residents are not paying for Vista's tax abatement dollars that are refunded to them. For 2027, the City must increase the levy to account for the refund payment we will make to Vista Prairie, or we will end up subsidizing the abatement.

Early Year Assumptions

Again, we are early in the discussions for 2027. What staff is watching.

- Anoka County and AC cities are currently ranging from 5-10% in 2027 preliminary increase estimates.
- 2027 operating costs will be waiting for updates related to insurance, software costs, print costs, inflation on fuels and supplies, etc.
- Legislation and financial implications of new or updated laws, including LGA
- Federal impacts on fuel, operating supplies and equipment.

COUNCIL DISCUSSION FOR TONIGHT:

1. Is there something council would like to consider changing for 2027?
2. What COLA will be set for 2027 non-union employees?
3. Is there a levy % that Council would like to set as a maximum goal?
4. Other goals or comments that staff should consider when preparing the 2027 budget?

Attachments:

- 2025 Final – 2026 Projected Budget Data sheets

Department/Fund: Administration

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$479,299	\$512,100
Anticipated Changes: None		
Contracts. Includes: LGN,	\$71,657	\$60,000
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$36,849.14	\$34,000
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$10,769	\$11,000
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$6,380.79	\$7,200
Anticipated Change: None		
Department Specific.	\$0	\$0

Anticipated Change:

Miscellaneous. Newsletter, night to unite

\$18,722

\$7,000

Anticipated Change:

Department/Fund: Assessing

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement		
Anticipated Changes: None		
Contracts. Includes:	\$ 36,851	\$ 38,000
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs		
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance		
Anticipated Changes: None		

Department/Fund: Auditing and Accounting

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement		
Anticipated Changes: None		
Contracts. Includes:	\$ 28,939	\$28,000
Anticipated Changes: This cost is expected to rise for 2027, 2028 and potentially 2029 audits due to the Hwy 47 pavement and utility project. Due to the level of federal funding these projects have received, we are required to complete a formal "Single-Audit". Higher level of an audit that will cost more to complete.		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs		
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance		
Anticipated Changes: None		

Department/Fund: Building Facilities

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$83,334	\$85,400
Anticipated Changes: None		
Contracts. Includes:	\$0	\$0
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$27,343.43	\$23,100
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$592.43	\$4,000
Anticipated Changes:		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	\$0
Anticipated Change: None		
Department Specific. Security, rugs, repairs	\$7,450	\$4,500

Anticipated Change:

Miscellaneous. Fuel

\$1,251.71

\$500

Anticipated Change:

Department/Fund: Building Inspections

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$143,138	\$151,800
Anticipated Changes: None		
Contracts. Includes: Metro West (only paid if permits are received needing their assistance)	\$161,838.40	\$20,000
Anticipated Changes: 2025 is not typical, higher amount is due to commercial permits. Metro is paid a portion of the permit fees to complete the inspections. If not for the permit, they are not paid so amount in budget is a place holder for the expense, however revenue is only permit fees.		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$2,559.45	\$1,800
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$13,859	\$ 10,900
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$541.18	\$500
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$721,54	\$500
Anticipated Change: None		

Department Specific.	\$0	\$0
Anticipated Change:		
Miscellaneous.	\$0	\$0
Anticipated Change:		

Department/Fund: Charter Commission

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$0	\$0
Anticipated Changes: None		
Contracts. Includes: Legal	\$2,186	\$0
Anticipated Changes: Do not set aside a budget as there is not a set annual cost.		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$0	\$0
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$0	\$0
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	\$0
Anticipated Change: None		
Department Specific.	\$0	\$0

Anticipated Change:

Miscellaneous.

\$0

\$0

Anticipated Change:

Department/Fund: Community Development

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$213,552.43	\$290,251.03
Anticipated Changes: None		
Contracts. Includes: Engineering fees and HKGi contract.	\$6,540.15	\$76,000
Anticipated Changes: 2026-2028 will be higher due to comprehensive plan.		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$6,651.12	\$7,800
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$507.34	\$400
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$132	\$100
Anticipated Change: None		
Department Specific.	\$150	\$20,000

Anticipated Change: 2025 not a typical year for community development due to staff changes, and engagement was not completed. This includes attending business events and developer opportunities, marketing of St. Francis and our market.

Miscellaneous. Farmers Market, Planning Commission

\$ 11,615.37

\$2,000

Anticipated Change:

Department/Fund: Council

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$28,220.86	\$28,490
Anticipated Changes: None		
Contracts. Includes:	\$0	\$0
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$8,925.89	\$13,000
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$0	\$0
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$721.49	\$2,000
Anticipated Change: None		
Department Specific.	\$0	\$0

Anticipated Change:

Miscellaneous. URRWMO meeting pay

\$100.99

\$4,500

Anticipated Change:

Department/Fund: Elections

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$80.17	\$22,000
Anticipated Changes: costs will reduce for 2027 as it is a non-election year.		
Contracts. Includes:	\$0	\$0
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$0	\$2,000
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$362.24	\$3,050
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	\$150
Anticipated Change: None		
Department Specific.	\$0	\$0

Anticipated Change:

Miscellaneous. Food for Judges

\$0

\$1,200

Anticipated Change:

Department/Fund: Finance

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$265,243	\$295,400
Anticipated Changes: 2026 will show retirement payout and 2027 will be budgeted with new staffing salary.		
Contracts. Includes:	\$0	\$0
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$0	\$0
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$0	\$0
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$102.31	\$600
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	\$0
Anticipated Change: None		
Department Specific. Bank fees	\$620	\$700

Anticipated Change:		
Miscellaneous. GFOA costs, Filing of 941 documents	\$2,080.24	\$3,010
Anticipated Change:		

Department/Fund: Fire Department

For 2025 the Fire Department was budgeted as a department. Beginning in 2026 the process moved to a contract with the creation of the Rum River Fire District. City will provide a single contract amount that was previously broken down into the operating and CIP budgets.

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$34,890.78	
Anticipated Changes: None		
Contracts. Includes: Training Transferred to City contract for 2026 budget	\$24,255.86	\$868,700
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$38,840.14	
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$68,236.80	
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$2,550.15	
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	
Anticipated Change: None		

Department Specific. Fire prevention supplies, equipment maintenance, medical, small engine	\$42,630.70	
Anticipated Change:		
Miscellaneous. Food for meetings, medical supplies	\$6,151.41	
Anticipated Change:		

Department/Fund: Legal

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement		
Anticipated Changes: None		
Contracts. Includes: BGS	\$116,191	\$165,800
Anticipated Changes: Amount estimated each year to cover civil and criminal legal needs. Contract covers all departments		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs		
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance		
Anticipated Changes: None		

Department/Fund: Parks

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$223,686	\$308,300
Anticipated Changes: None		
Contracts. Includes:	\$29,119.52	\$32,000
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$11,227.35	\$15,200
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$55,330.28	\$50,000
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$6,778.46	\$8,000
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$80	\$0
Anticipated Change: None		
Department Specific.	\$61,302.91	\$75,500

Equipment maintenance, project maintenance, small equipment, events, trail maintenance, equipment rental, turf/weed control		
Anticipated Change:		
Miscellaneous. Park commission pay, newsletter	\$3,108.90	\$2,000
Anticipated Change:		

Department/Fund: Police Department

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$2,128,510	\$2,221,300
Anticipated Changes: None		
Contracts. Includes:	\$34,245.66	\$34,000
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$65,135.44	\$66,500
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$147,878	\$141,500
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$14,834.69	\$16,500
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$826.21	\$1,200
Anticipated Change: None		
Department Specific. Reserve Officers, K9, Equipment Maintenance, small equipment, medical fees, events	\$18,552.18	\$25,700

Anticipated Change:

Miscellaneous. Newsletter, printed announcements/cards

\$4,716.71

\$6,000

Anticipated Change:

Department/Fund: Recycling

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$31,425.45	\$49,300
Anticipated Changes: None		
Contracts. Includes:	\$0	\$0
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$57.17	\$1,200
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$3,169.08	\$3,500
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$2,843.75	\$4,300
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$0	\$0
Anticipated Change: None		
Department Specific. Events, equipment maintenance, small equipment, equipment rentals	\$34,472.27	\$24,400

Anticipated Change:

Miscellaneous. Application fee's, signage/stickers

\$146.74

\$1,500

Anticipated Change:

Department/Fund: Streets

Expenses Categories:

Expense	Final 2025	Projected 2026
Salaries and personnel costs. Salaries, PERA, FICA, Insurance, Training, Travel, Dues & Subscriptions, OT, Uniforms, Work Comp, Insurance, Retirement	\$374,728	\$392,800
Anticipated Changes: None		
Contracts. Includes:	\$31,310.64	\$50,000
Anticipated Changes:		
Automobile expenses. Motor fuels, maintenance, vehicle supplies, insurance repairs	\$33,244	\$24,700
Anticipated Changes: NA		
Facility costs. Computer IT, phone, janitorial, garbage, gas and electric utilities, building maintenance	\$41,784.94	\$41,000
Anticipated Changes: None		
Supplies. printed material, community education items, office supplies, office equipment, printed forms, operating supplies,	\$8,288.65	\$8,200
Anticipated Changes: None		
Operations. General publishing, legal notice publication, postage, newsletter	\$80	\$500
Anticipated Change: None		
Department Specific. Equipment maintenance, sign material, small equipment, street lighting, ice/snow removal, sidewalk maintenance, equipment rental	\$123,239.62	\$135,500

Anticipated Change:		
Miscellaneous. Newsletter, CDL health testing, supplies	\$3,914.19	\$2,000
Anticipated Change:		



CITY COUNCIL AGENDA REPORT

TO: Kate Thunstrom, City Administrator
FROM: Paul Carpenter, Public Works Director
SUBJECT: Ordinance Amendment - City Code Chapter 7, Section 5, Subdivisions 3, 7, 9, 10, 14, and 20 adding Small Cell Wireless Facility – First Reading
DATE: April 20, 2026

OVERVIEW:

Small cell technology became a major infrastructure focus leading up to Super Bowl LII in Minneapolis, which served as a "proving ground" for the technology that is still being used today. The city needs an ordinance in place for the reasons listed below:

1. Aesthetic Control and Neighborhood Character

Small cells are much denser than traditional towers, requiring a unit every few blocks. An ordinance allows cities to enforce:

- Design and Stealth Standards: Requirements for equipment to be camouflaged, painted to match existing poles, or hidden inside "stealth" structures.
- Historic and Design Districts: More stringent rules for aesthetically sensitive areas, such as historic districts or underground utility zones.
- Preferred Siting: Prioritizing placement on existing infrastructure (like streetlights) over the construction of new poles.

2. Public Safety and Right-of-Way Management

Cities have a duty to manage their public rights-of-way (ROW) to ensure they remain safe and functional. An ordinance helps:

- Prevent Physical Obstructions: Ensuring poles do not interfere with sidewalks, traffic signals, or vehicular sightlines.
- Structural Safety: Requiring permits to verify that existing poles can handle the weight of new equipment and comply with safety codes.
- Interference Prevention: Ensuring new wireless signals do not disrupt existing city communications or emergency services.

3. Compliance with Federal "Shot Clocks"

The Federal Communications Commission (FCC) imposes strict timelines (often 60 or 90 days) for cities to approve or deny applications.

- An ordinance creates a standardized administrative process, ensuring the city doesn't miss these deadlines, which could result in a "deemed granted" status where the carrier can build without local input.

4. Administrative and Cost Recovery

Federal law limits how much a city can charge carriers for using the public ROW.

- An ordinance allows a city to set and collect reasonable fees to cover the actual costs of application review, inspections, and ongoing management.

5. Managing Rapid Infrastructure Growth

With the rollout of 5G, the number of small cell deployments has grown by over 500%. Without a preemptive ordinance the city risks the ability to negotiate placements effectively.

ACTION TO BE CONSIDERED:

Council approves the 1st reading of Ordinance 357 approving the amendment of City Code Chapter 7, Section 5, Subdivisions 3, 7, 9, 10 14, and 20 adding Small Wireless Facility.

The following timeline will apply:

- April 20 – 1st Reading
- May 18th – 2nd Reading
- May 21st – Published for comment
- June 21st - Effective

BUDGET IMPLICATION:

None

Attachments:

- Ordinance 357 amending City Code Chapter 7, Section 5, Subdivisions 3, 7, 9, 10, 14, and 20 adding Small Cell Wireless Facility

ORDINANCE 357
CITY OF ST. FRANCIS
ANOKA COUNTY

AN ORDINANCE AMENDING CITY CODE CHAPTER 7, SECTION 5, SUBDIVISIONS 3, 7, 9, 10, 14 AND 20 RELATING TO SMALL CELL WIRELESS FACILITY

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

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

Section 1. Chapter 7, Section 5, Subdivision 3 – Definitions, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-3. Definitions.

The following definitions apply to this chapter of this code. References hereafter to "sections" are, unless otherwise specified, references to sections in this chapter. Defined terms remain defined terms, whether or not capitalized.

- A. **Abandoned Facility** means a facility no longer in service or physically disconnected from a portion of the operating facility, or from any other facility, that is in use or still carries service.
- B. **Applicant** means any person requesting permission to excavate or obstruct a right-of-way.
- C. **City** means the City of St. Francis, Minnesota. "City" also means its elected officials, officers, employees and agents.
- D. **Commission** means the State Public Utilities Commission.
- E. **Congested Right-of-Way** means a crowded condition in the subsurface of the public right-of-way that occurs when the maximum lateral spacing between existing underground facilities does not allow for construction of new underground facilities without using hand digging to expose the existing lateral facilities in conformance with Minnesota Statutes § 216D.04, subd. 3, over a continuous length in excess of five hundred (500) feet.
- F. **Construction Performance Bond** means any of the following forms of security provided at permittee's option:
 - 1. Individual project bond;
 - 2. Cash deposit;
 - 3. Letter of Credit in a form acceptable to the City;

- 4. A blanket bond for projects within the City, or other form of construction bond, for a time specified and in a form acceptable to the City.
- G. **Degradation** means a decrease in the useful life of the right-of-way caused by excavation in or disturbance of the right-of-way, resulting in the need to reconstruct such right-of-way earlier than would be required if the excavation or disturbance did not occur.
- H. **Degradation Cost subject to Minnesota Rules 7819.1100** means the cost to achieve a level of restoration, as determined by the City at the time the permit is issued, not to exceed the maximum restoration shown in plates 1 to 13, set forth in Minnesota Rules parts 7819.9900 to 7819.9950.
- I. **Degradation Fee** means the estimated fee established at the time of permitting by the City to recover costs associated with the decrease in the useful life of the right-of-way caused by the excavation, and which equals the degradation cost. This fee is in addition to the permittee's obligation to fully restore the right-of-way.
- J. **Department** means the department of public works of the City.
- K. **Department Inspector** means any person authorized by the City to carry out inspections related to the provisions of this chapter.
- L. **Director** means the director of the department of public works of the City, or her or his designee.
- M. **Delay Penalty** is the penalty imposed as a result of unreasonable delays in right-of-way excavation, obstruction, patching, or restoration as established by permit.
- N. **Emergency** means a condition that (1) poses a danger to life or health, or of a significant loss of property; or (2) requires immediate repair or replacement of facilities in order to restore service to a customer.
- O. **Equipment** means any tangible asset used to install, repair or maintain facilities in any right-of-way.
- P. **Excavate** means to dig into, directionally bore, or in any way remove or physically disturb or penetrate any part of a right-of-way.
- Q. **Facility or Facilities** means any tangible asset in the right-of-way required to provide Utility Service.
- R. **Five-year project plan** shows projects adopted by the City for construction within the next five years.
- S. **High Density Corridor** means a designated portion of the public-right-of-way within which telecommunications right-of-way users having multiple and competing facilities may be required to build and install facilities in a common conduit system or other common structure.
- T. **Hole** means an excavation in the pavement, with the excavation having a length less than the width of the pavement.

- U. **Local Representative** means a local person or persons, or designee of such person or persons, authorized by a registrant to accept service and to make decisions for that registrant regarding all matters within the scope of this chapter.
- V. **Management Costs** means the actual costs the City incurs in managing its rights-of-way, including such costs, if incurred, as those associated with registering applicants; issuing, processing, and verifying right-of-way permit applications; inspecting job sites and restoration projects; maintaining, supporting, protecting, or moving user facilities during right-of-way work; determining the adequacy of right-of-way restoration; restoring work inadequately performed after providing notice and the opportunity to correct the work; and revoking right-of-way permits. Management costs do not include payment by a telecommunications right-of-way user for the use of the right-of-way, the fees and costs of litigation relating to the interpretation of Minnesota Session Laws 1997, Chapter 123; Minnesota Statutes Sections 237.162 or 237.163; or any ordinance enacted under those sections, or the City fees and costs related to appeals taken pursuant to this chapter.
- W. **Obstruct** means to place any tangible object in a right-of-way so as to hinder free and open passage over that or any part of the right-of-way.
- X. **Patch or Patching** means a method of pavement replacement that is temporary in nature. A patch consists of (1) the compaction of the sub-base and aggregate base, and (2) the replacement, in kind, of the existing pavement for a minimum of two feet beyond the edges of the excavation in all directions.
- Y. **Pavement** means any type of improved surface that is within the public right-of-way and that is paved or otherwise constructed with bituminous, concrete, aggregate, or gravel.
- Z. **Permit** has the meaning given "right-of-way permit" in Minnesota Statutes Section 237.162.
- AA. **Permittee** means any person to whom a permit to excavate or obstruct a right-of-way has been granted by the City under this chapter.
- BB. **Person** means an individual or entity subject to the laws and rules of this state, however organized, whether public or private, whether domestic or foreign, whether for profit or nonprofit, and whether natural, corporate or political.
- CC. **Probation** means the status of a person that has not complied with the conditions of this chapter. (Note: This paragraph is included as an option for your City.)
- DD. **Probationary Period** means one year from the date that a person has been notified in writing that they have been put on probation. (Note: This paragraph is included as an option for your City.)
- EE. **Public Right-of-Way** means the area on, below, or above a public roadway, highway, street, cartway, bicycle lane or public sidewalk in which the City has an interest, including other dedicated rights-of-way for travel purposes and utility easements of the City. A right-of-way does not include the airwaves above a right-of-way with regard to cellular or other non-wire telecommunications or broadcast service. Public right-of-way includes outlots, parks and drainage and utility easements.

- FF. **Registrant** means any person who (1) has or seeks to have its equipment or facilities located in any right-of-way, or (2) in any way occupies, or uses, or seeks to occupy or use, the right-of-way or place its facilities or equipment in the right-of-way.
- GG. **Restore** or **Restoration** means the process by which an excavated right-of-way and surrounding area, including pavement, foundation, sidewalk and trail is returned to the same condition and life expectancy that existed before excavation.
- HH. **Restoration Cost** means the amount of money paid to the City by a permittee to achieve the level of restoration according to plates 1 to 13 of Minnesota Public Utilities Commission rules.
- II. **Right-of-Way User** means (1) a telecommunications right-of-way user as defined by Minnesota Statutes, section 237.162, subd. 4; or (2) a person owning or controlling a facility in the right-of-way that is used or intended to be used for providing utility service, and who has a right under law, franchise, or ordinance to use the public right-of-way.
- JJ. **Service** or **Utility Service** includes (1) those services provided by a public utility as defined in Minn. Stat. 21613.02, subd. 4 and 6; (2) services of a telecommunications right-of-way user, including transporting of voice or data information; (3) services of a cable communications systems as defined in Minn. Stat. Chapter. 238; (4) natural gas or electric energy or telecommunications services provided by the City; (5) services provided by a cooperative electric association organized under Minn. Stat., Chapter 308A; and (6) water, and sewer, including service laterals, steam, cooling or heating services.
- KK. **Service Lateral** means an underground facility that is used to transmit, distribute, or furnish gas, electricity, communications, or water from a common source to an end-use customer. A service lateral is also an underground facility that is used in the removal of wastewater from a customer's premises.

LL. Small Wireless Facility.

- i. A wireless facility that meets both of the following qualifications:
 - a. Each antenna is located inside an enclosure of no more than 6 cubic feet in volume or could fit within such an enclosure; and
 - b. All other wireless equipment associated with the small wireless facility provided such equipment is, in aggregate, no more than 28 cubic feet in volume. This equipment does not include electric meters, concealment elements, telecommunications demarcation boxes, battery backup power systems, grounding equipment, power transfer switches, cutoff switches, cable, conduit, vertical cable runs for the connection of power and other services, and equipment concealed from public view within or behind an existing structure or concealment.; or
- ii. A micro wireless facility
 - a. “Wireless facility” means equipment at a fixed location that enables the provision of wireless services between user equipment and a wireless service network, including:

- i. Equipment associated with wireless service;
- ii. A radio transceiver, antenna, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration; and
- b. A small wireless facility.
 - 1. “Wireless facility” does not include:
 - a. Wireless support structures;
 - b. Wirelines backhaul facilities; or
 - c. Coaxial or fiber-optic cables
 - i. Between utility poles or wireless support structures, or
 - ii. That are not otherwise immediately adjacent to or directly associated with a specific antenna.
- c. Micro wireless facility.
 - i. “Micro wireless facility” means a small wireless facility that is no longer than 24 inches long, 15 inches wide, and 12 inches high, and whose exterior antenna, if any, is no longer than 11 inches.

MM.LL. Supplementary Application means an application made to excavate or obstruct more of the right-of-way than allowed in, or to extend, a permit that had already been issued.

NN.MM. Temporary Surface means the compaction of sub-base and aggregate base and replacement, in kind, of the existing pavement only to the edges of the excavation.

OO.NN. Trench means an excavation in the pavement, with the excavation having a length equal to or greater than the width of the pavement.

PP.OO. Telecommunication right-of-way user means a person owning or controlling a facility in the right-of-way, or seeking to own or control a Facility in the right-of-way, that is used or is intended to be used for transporting telecommunication or other voice or data information. For purposes of this chapter, a cable communication system defined and regulated under Minn. Stat. Chap. 238, and telecommunication activities related to providing natural gas or electric energy services whether provided by a public utility as defined in Minn. Stat. Sec. 21613.02, a municipality, a municipal gas or power agency organized under Minn. Stat. Chaps. 453 and 453A, or a cooperative electric association organized under Minn. Stat. Chap. 308A, are not telecommunications right-of-way users for purposes of this chapter.

Section 2. Chapter 7, Section 5, Subdivision 7 – Permits requirement, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-7. Permit requirement.

- A. *Permit Required.* Except as otherwise provided in this code, no person may obstruct or excavate any right-of-way without first having obtained the appropriate right-of-way permit from the City to do so.
 - 1. *Permit.* A permit is required by a registrant to excavate or directionally bore that part of the right-of-way described in such permit and to hinder free and open passage over the specified portion of the right-of-way by placing facilities described therein, to the extent and for the duration specified therein.
 - 2. Small Wireless Facility Permit. A small wireless facility permit is required by a registrant to erect or install a wireless support structure, to collocate a small wireless facility, or to otherwise install a small wireless facility in the specified portion of the right-of-way, to the extent specified therein, provided that such permit shall remain in effect for the length of time the facility is in use, unless lawfully revoked.
- B. *Permit Extensions.* No person may excavate or obstruct the right-of-way beyond the date or dates specified in the permit unless (i) such person makes a supplementary application for another right-of-way permit before the expiration of the initial permit, and (ii) a new permit or permit extension is granted.
- C. *Delay Penalty.* In accordance with Minnesota Rule 7819.1000 subd. 3 and notwithstanding Chapter 7, Section 2 of this Code, the City shall establish and impose a delay penalty for unreasonable delays in right-of-way excavation, obstruction, patching, or restoration. The delay penalty shall be established from time to time by City Council resolution.
- D. *Permit Display.* Permits issued under this chapter shall be conspicuously displayed or otherwise available at all times at the indicated work site and shall be available for inspection by the City.

Section 3. Chapter 7, Section 5, Subdivision 9 – Issuance of permit and conditions, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-9. Issuance of permit and conditions.

- A. *Permit Issuance.* If the applicant has satisfied the requirements of this chapter, the City shall issue a permit.
- B. *Conditions.* The City may impose reasonable conditions upon the issuance of the permit and the performance of the applicant there under to protect the health, safety and welfare or when necessary to protect the right-of-way and its current use.
- C. Small Wireless Facility Conditions. The erection or installation of a wireless support structure, the collocation of a small wireless facility, or other installation of a small wireless facility in the right-of-way, shall be subject to the following conditions:
 - 1. A small wireless facility shall only be collocated on the particular wireless support structure, under those attachment specifications, and at the height

- indicated in the applicable permit application.
2. No new wireless support structure installed within the right-of-way shall exceed 50 feet in height without the city's written authorization, provided that the city may impose a lower height limit in the applicable permit to protect the public health, safety and welfare or to protect the right-of-way and its current use, and further provided that a registrant may replace an existing wireless support structure exceeding 50 feet in height with a structure of the same height subject to such conditions or requirements as may be imposed in the applicable permit.
 3. No wireless facility may extend more than 10 feet above its wireless support structure.
 4. Where an applicant proposes to install a new wireless support structure in the right-of-way, the city may impose separation requirements as set in the design and review guidelines between such structure and any existing wireless support structure or other facilities in and around the right-of-way.
 5. Where an applicant proposes collocation on a decorative wireless support structure, sign or other structure not intended to support small wireless facilities, such equipment shall be consistent with the City's aesthetic standards regarding wireless equipment as adopted by the City Engineer. Such standards shall ensure that wireless equipment is installed with a stealth design and that equipment does not detract from the character of the area in which it is installed. In addition, the City Engineer shall adopt standards that ensure city assets can continue to effectively perform their intended function. Standards shall be made available with the application required for a small cell permit.
 6. Where an applicant proposes to replace a wireless support structure, the city may impose reasonable restocking, replacement, or relocation requirements on the replacement of such structure.
 7. A permit will be deemed void if the approved equipment is not installed within one year of issuance of the permit.

D. Small Wireless Facility Agreement. A small wireless facility shall only be collocated on a small wireless support structure owned or controlled by the city, or any other city asset in the right-of-way, after the applicant has executed a standard small wireless facility collocation agreement with the city. The standard collocation agreement may require payment of the following:

1. Up to \$150 per year for rent to collocate on the city structure.
2. \$25 per year for maintenance associated with the collocation;
 - a. A monthly fee for electrical service as follows;
 - b. \$73 per radio node less than or equal to 100 maximum watts;
 - c. \$182 per radio node over 100 maximum watts; or
 - d. The actual costs of electricity, if the actual cost exceed the foregoing.
 1. The standard collocation agreement shall be in addition to, and not in lieu of, the required small wireless facility permit, provided that the applicant shall not be additionally required to obtain a license or franchise in order to collocate.

Issuance of a small wireless facility permit does not supersede, alter or affect any then-existing agreement between the city and applicant,

E. Action on Small Wireless Facility Permit Applications.

1. **Deadline for Action.** The city shall approve or deny a small wireless facility permit application within 90 days after filing of such application or within any timeline established by state law. The small wireless facility permit, and any associated building permit application, shall be deemed approved if the city fails to approve or deny the application within the review periods established in this section.

2. **Consolidated Applications.** An application may file a consolidated small wireless facility permit application addressing the proposed collocation of up to 15 small wireless facilities, or a greater number if agreed to by a local government unit, provided that all small wireless facilities in the application:

- a. are located within a two-mile radius.
- b. consist of substantially similar equipment; and
- c. are to be placed on similar types of wireless support structures.

In rendering a decision on a consolidated permit application, the city may approve some small wireless facilities and deny others, but may not use denial of one or more permits as a basis to deny all small wireless facilities in the application.

3. **Extension of Deadline.** The 90-day deadline for action on a small wireless facility permit application may be extended if:

- a. The city receives applications from one or more applicants seeking approval of permits for more than 30 small wireless facilities within a seven-day period. In such case, the city may extend the deadline for all such applications by 30 days by informing the affected applicants in writing of such extension.
- b. The applicant fails to submit all required documents or information, and the city provides written notice of incompleteness to the applicant within 30 days of receipt of the application. Upon submission of additional documents or information and the city shall have ten days to notify the applicant in writing of any still-missing information.

c. The city and a small wireless facility applicant agree in writing to extend the review period.

Section 4. Chapter 7, Section 5, Subdivision 10 – Permit Fees, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-10. Permit fees.

A. *Permit Fee.* The City shall establish a Permit fee in an amount sufficient to recover the following costs:

- 1. The City management costs;

- 2. Degradation costs, if applicable;
- 3. City labor and engineering costs.

B. Small Cell Wireless Facility Permit Fee: The city shall impose a small wireless facility permit fee in and around sufficient to recover:

- 1. Management costs, and:
- 2. City engineering, make-ready, and construction costs associated with collocation of small wireless facilities.

- B. *Payment of Permit Fees.* No permit shall be issued without full payment of the permit fees.
- C. *Non Refundable.* Permit fees that were paid for a permit that the City has revoked for a breach as stated in Section 7-5-20 of this Code are not refundable.
- D. *Application to Franchises.* Unless otherwise agreed to in a franchise, management costs may be charged separately from and in addition to the franchise fees imposed on a right-of-way user in the franchise.

Section 5. Chapter 7, Section 5, Subdivision 14 – Other obligations, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-14. Other obligations.

- A. *Compliance With Other Laws.* Obtaining a ~~right-of-way~~ right of way or small cell wireless permit does not relieve permittee of its duty to obtain all other necessary permits, licenses, and authority and to pay all fees required by the City or other applicable rule, law or regulation. A permittee shall comply with all requirements of local, state and federal laws, including but not limited to Minnesota Statutes, Section 216D.01-.09 (Gopher One Call Excavation Notice System) and Minnesota Rules Chapter 7560. A permittee shall perform all work in conformance with all applicable codes and established rules and regulations, and is responsible for all work done in the right-of-way pursuant to its permit, regardless of who does the work.
- B. *Prohibited Work.* Except in an emergency, and with the approval of the City, no right-of-way obstruction or excavation may be done when seasonally prohibited or when conditions are unreasonable for such work.
- C. *Interference with Right-of-way.* A permittee shall not so obstruct a right-of-way that the natural free and clear passage of water through the gutters or other waterways shall be interfered with. Private vehicles of those doing work in the right-of-way may not be parked within or next to a permit area, unless parked in conformance with City parking regulations. The loading or unloading of trucks must be done solely within the defined permit area unless specifically authorized by the permit.

- D. *Trenchless Excavation.* As a condition of all applicable permits, permittees employing trenchless excavation methods, including but not limited to Horizontal Directional Drilling, shall follow all requirements set forth in Minnesota Statutes, Chapter 216D and Minnesota Rules Chapter 7560, and shall require potholing or open cutting over existing underground utilities before excavating, as determined by the director.

Section 6. Chapter 7, Section 5, Subdivision 20 – Revocation of permits, of the St. Francis Code of Ordinances is hereby amended to read as follows:

7-5-20. Revocation of permits.

- A. *Substantial Breach.* The City reserves its right, as provided herein, to revoke any ~~right of way or small cell wireless~~ right-of-way permit without a fee refund, if there is a substantial breach of the terms and conditions of any statute, ordinance, rule or regulation, or any material condition of the permit. A substantial breach by permittee shall include, but shall not be limited to, the following:
 - 1. The violation of any material provision of the right-of-way permit;
 - 2. An evasion or attempt to evade any material provision of the right-of-way permit, or the perpetration or attempt to perpetrate any fraud or deceit upon the City or its citizens;
 - 3. Any material misrepresentation of fact in the application for a right-of-way permit;
 - 4. The failure to complete the work in a timely manner, unless a permit extension is obtained or unless the failure to complete work is due to reasons beyond the permittee's control; or
 - 5. The failure to correct, in a timely manner, work that does not conform to a condition indicated on an order issued by the City.
- B. *Written Notice of Breach.* If the City determines that the permittee has committed a substantial breach of a term or condition of any statute, ordinance, rule, regulation or any condition of the permit, the City shall make a written demand upon the permittee to remedy such violation. The demand shall state that continued violations may be cause for revocation of the permit. A substantial breach, as stated above, will allow the City, at its discretion, to place additional or revised conditions on the permit to mitigate and remedy the breach.
- C. *Response to Notice of Breach.* Within twenty-four (24) hours of receiving notification of the breach, permittee shall provide the City with a plan, acceptable to the City, that will cure the breach. Permittee's failure to so contact the City, or permittee's failure to timely submit an acceptable plan, or permittee's failure to reasonably implement the approved plan, shall be cause for immediate revocation of the permit. Further, permittee's failure to so contact the City, or permittee's failure to submit an acceptable plan, or permittee's failure to reasonably implement the approved plan, shall automatically place the permittee on probation for one (1) full year.

1. *Cause for Probation.* From time to time, the City may establish a list of conditions of the permit, which if breached will automatically place the permittee on probation for one full year, such as, but not limited to, working out of the allotted time period or working on right-of-way grossly outside of the permit authorization.
2. *Automatic Revocation.* If a permittee, while on probation, commits a breach as outlined above, permittee's permit will automatically be revoked and permittee will not be allowed further permits for one full year, except for emergency repairs.
3. *Reimbursement of City costs.* If a permit is revoked, the permittee shall also reimburse the City for the City's reasonable costs, including restoration costs and the costs of collection and reasonable attorneys' fees incurred in connection with such revocation.

Section 7. This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20TH DAY OF APRIL, 2026.

APPROVED:

Mark Vogel, Mayor

ATTEST:

Jennifer Wida, City Clerk