



**CITY COUNCIL REGULAR MEETING**  
City Hall: 3750 Bridge St NW  
**Monday, April 06, 2026 at 6:00 PM**

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**AGENDA**

- 1. CALL TO ORDER/PLEDGE OF ALLEGIANCE**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. CONSENT AGENDA**
  - A. City Council Minutes - 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
- 5. MEETING OPEN TO THE PUBLIC**
- 6. SPECIAL BUSINESS**
- 7. PUBLIC HEARING**
- 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"*
  - 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"*
  - 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"*
  - 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"*
- 9. NEW BUSINESS**
  - A. Turtle Ponds 6<sup>th</sup> Addition Concept Review
- 10. MEETING OPEN TO THE PUBLIC**
- 11. REPORTS**
- 12. COUNCIL MEMBER REPORTS**
- 13. UPCOMING EVENTS**
  - April 15 - Planning Commission Meeting - 7:00 pm
  - April 20 - City Council Meeting - 7:00 pm

April 21 - Rum River Fire District Board Meeting - 5:00 pm

April 25 - Spring Recycle Day

**14. ADJOURNMENT**

CITY OF ST. FRANCIS  
CITY COUNCIL AGENDA  
St. Francis City Hall 3750 Bridge Street NW  
March 16, 2026  
6:00 p.m.

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

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

**2. ROLL CALL**

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

Also present: City Administrator Kate Thunstrom, Deputy Administrator-City Clerk. Jenni Wida, Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, Finance Director Darcy Mulvihill, Liquor Store Manager Joe Pfeifer and City Attorney Travis Lutz (Barna, Guzy & Steffen).

**3. APPROVAL OF AGENDA**

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

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

Nays: None

Motion carries: 5-0

**4. CONSENT AGENDA**

A. City Council Minutes - March 2, 2026

B. Dellwood Park ReLeaf Grant Agreement

C. Park Commission Appointment

D. Anoka County Hazard Mitigation Plan

Resolution 2026-10 Adopting the 2025 Anoka County Hazard Mitigation Plan

E. Pink Patch Donation

F. Development Agreement - Dalton River Villas

G. Payment of Claims

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

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

Nays: None

Motion carries: 5-0

## 5. **MEETING OPEN TO THE PUBLIC**

Mike Rodger came forward and said he appreciated Public Works Director Paul Carpenter and his crew for reopening the city's roads. He noted that visitors had commented positively on the road conditions. He referenced his previous comments regarding Cambridge's sales property tax and stated he had researched local tax options. He explained that 53 cities in Minnesota currently impose a local sales tax and calculated that a half percent tax on liquor store sales would generate approximately \$16,000 annually. He suggested the city explore combining this approach with existing bond projects for City Hall, Public Works, and the water treatment plant, as well as Highway 47, to distribute costs among residents and visitors from surrounding areas. He noted that a half percent tax increase would offset the property tax increase discussed at a previous meeting. He referenced other cities utilizing this approach, including Elk River, Cambridge, Avon, Blue Earth, Detroit Lakes, Excelsior, and Rogers. He encouraged the Mayor, Council, and staff to investigate this option further.

Weston Rolf Mayor of Oak Grove came forward and stated he had set a goal to visit every 2 years and noted it had been almost 4 years since his last visit. He expressed appreciation for the partnership between Oak Grove and St. Francis, acknowledging that the relationship had not always been positive. He stated that both cities could have handled past issues better, but emphasized that the current relationship is strong. He noted that Oak Grove and St. Francis have updated water and wastewater contracts through 2050 and have successfully collaborated on a shared road project. He stated that while disagreements may arise in the future, he encouraged both cities to work through them constructively. He noted that Oak Grove is constructing a new building and expressed hope to hold a meeting in that facility. He offered to assist St. Francis with any needs and encouraged continued dialogue.

Josh Fisher came forward and stated his name and that he has lived in Oak Grove since 2017 and has worked for the company that owns the Ponds Golf Course and the Refuge Golf Club since 2012. He noted that he has three young children in the school district. He addressed the gambling funds discussion and stated that while he understands the city's need for revenue, he believes youth sports organizations should be exempt from the 10% charitable gambling tax on cash raffles. He explained that his organization's inaugural cash raffle raised \$22,000, with \$19,000 net after payouts, resulting in \$1,900 to the city. He argued that the city should not collect the 10% from youth sports cash raffles while still collecting it from pull tabs, e-tabs, and bingo events at various establishments. He proposed amending the city code to exempt youth sports cash raffles from the 10% requirement. He referenced other cities, including Andover and Oak Grove, that donate portions of gambling funds back to community organizations. He stated that his organization follows all state statutes and maintains proper governance with officers. He expressed that the \$1,900 would be better used supporting youth rather than going into a general fund.

Mike Rodger came forward and addressed the nonprofit gambling discussion. He stated that he runs one of the largest kids' fishing clinics and explained why he chose not to pursue nonprofit status due to legal complexities. He cautioned that creating a nonprofit to give back to children opens significant legal issues. He noted that the St. Francis Athletic Booster Club controls all gambling in town and stated that obtaining gambling funds for a nonprofit youth organization would be difficult. He suggested exploring alternative funding methods, such as having sponsors pay for facilities like the hockey rink in exchange for advertising. He also commended the city's purchase of a hot patch machine for road maintenance, stating that the investment was well-spent and the patches are holding well, though some delamination continues to appear.

Tina Carroll came forward and stated she arrived late and apologized if her comments were redundant. She suggested that the city consider imposing a sales tax on gas stations, noting that many non-residents use these facilities. She asked how often council members receive emails from constituents with questions or concerns. She noted that she had previously sent a message to Councilmember Amy Faanes regarding a meeting she could not attend, but received no response at the council meeting. She questioned whether emails sent to the council are brought to meetings and read or merely responded to. She raised concerns about YouTube comments on recorded meetings, asking whose responsibility it is to monitor and respond to those comments. She expressed frustration that comments on YouTube videos appear to go unanswered. She suggested that if the city cannot monitor YouTube comments, it should disable them and provide a statement directing people to contact the city directly. She stated that people watching meetings on YouTube may have questions that arise while viewing and may not remember to reach out separately. She expressed concern that unanswered comments create the impression that the city does not care about resident input.

Aaron Berg addressed the Council and thanked them for passing the post-election review resolution. He expressed support for election integrity efforts and noted that the county's lack of response to questions speaks to the importance of the issue. Mayor Vogel noted that the City has since received a written response from the county.

## **6. SPECIAL BUSINESS**

### **A. Award of Financial Reporting Achievement**

City Administrator Kate Thunstrom presented the Award of Financial Reporting Achievement to Finance Director Darcy Mulvihill. Thunstrom noted that Mulvihill has received this award annually since 2011 and has maintained high standards in financial reporting. Mayor Vogel presented the award from the Government Finance Officers Association of the United States and Canada to Mulvihill.

## **7. PUBLIC HEARINGS**

### **A. Public Hearing for Charter Commission Amendments**

Thunstrom opened the public hearing for four amendments to the city charter. She

explained that the amendments address vacancies in office, ordinance effective dates, filing fees, and changing "shall" to "may" in charter language. She noted these are general housekeeping items with individual impacts on daily operations. She stated that the amendments will not take effect until July due to the required process. She outlined the timeline: public hearing (current), first readings, second readings on April 6, and a 90-day waiting period. She noted that the Charter Commission voted unanimously to approve these amendments.

Mayor Vogel opened the public hearing at 6:26 p.m. and asked if anyone from the public wished to speak. Seeing none, he closed the public hearing at 6:27 p.m.

## 8. **OLD BUSINESS**

A. NONE

## 9. **NEW BUSINESS**

A. Charter Amendment – Section 2.05 (Vacancies in Office)

Ordinance 353 amending the City Charter relating to section 2.05 "Vacancies in Office."

Thunstrom explained that the proposed amendment would shorten the application period for filling a Council vacancy from 30 days to 14 calendar days. She noted that with the use of technology to spread the word and collect applications, the 30-day period has proven unnecessarily long. She stated that the overall process would still take approximately 40 days due to interviews and the declaration process, and that the amendment would not take effect until July 9.

Robinson stated he had no concerns and expressed support for the change. Udvig stated she had no questions and noted that the Charter Commission had a good discussion on the matter. Faanes agreed with Udvig's comments.

Muehlbauer asked whether applications in past vacancies had been front-loaded early in the process. Wida confirmed that it was the case. Muehlbauer stated he agreed with the change but noted that some residents may feel the process moves too quickly. He stated that those who are paying attention would be aware of the opportunity to apply.

Mayor Vogel stated he agreed with the comments made by the Council.

**MOTION BY MUEHLBAUER, SECOND FAANES APPROVING FIRST READING OF 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



commitment seriously.

Udvig stated that the Charter Commission discussed the same concerns and agreed that even a modest increase would cause candidates to pause and consider their decision more carefully.

Mayor Vogel stated he shared the same sentiments and had nothing further to add.

MOTION BY FAANES SECOND UDVIG APPROVING FIRST READING OF ORDINANCE 355 AMENDING THE CITY CHARTER RELATING TO CHAPTER 5 NOMINATIONS AND ELECTIONS SECTION 5.01 SUBDIVISION 2 FILING AND NOMINATION

A roll call vote was performed:

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

Motion carries: 5-0

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

Thunstrom explained that the proposed amendment would change the word "shall" to "may" in the section relating to assessing 50% of road project costs to properties. She noted that the change would bring the Charter in line with the City's current road program and would not take effect until July 9.

Muehlbauer asked whether sidewalks are included as part of the road program costs. Carpenter confirmed that they are. Robinson, Udvig, and Faanes each stated they had no concerns.

MOTION BY MUEHLBAUER, SECOND FAANES APPROVING FIRST READING OF ORDINANCE 356 AMENDING THE CITY CHARTER RELATING TO CHAPTER 8 PUBLIC IMPROVEMENTS AND SPECIAL ASSESSMENTS SECTION 8.01 POWER TO MAKE IMPROVEMENTS AND LEVY ASSESSMENTS

A roll call vote was performed:

Mayor Vogel	aye
Councilmember Muehlbauer	aye
Councilmember Robinson	aye



on asphalt costs. Carpenter stated that oil prices can affect asphalt costs significantly and that the contingency is intended to account for that variability.

Udvig and Faanes stated they had no questions. Faanes noted she would like to see fewer potholes. Muehlbauer stated the project looks good.

MOTION BY: ROBINSON SECOND: UDVIG ADOPTING RESOLUTION 2026-11 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE 2026 STREET REHABILITATION PROJECT AND THE WOODBINE STREET EXTENSION PROJECT

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

Nays: None

Motion carries: 5-0

F. Restricting Parking on Municipal State Aid Routes

Resolution 2026-12 Restricting parking on Silverod Street and 227th Ave from Quay Street to Poppy Street and Quay Street from Silverod Street to 229th Lane

Sam explained that in order to receive state aid funding for the municipal state aid streets included in the 2026 Street Rehabilitation Project, the City must meet state aid standards for street width, which do not allow parking on both sides. He stated that no-parking signs are already included in the construction plans, and that a resolution signed by the City Council is required for state aid approval.

Udvig, Faanes, Muehlbauer, and Robinson each stated they had no questions.

Mayor Vogel asked whether residents along the affected routes would be notified of the parking restriction prior to the signs being installed. Carpenter stated he would research the matter and provide a definitive answer. Sam noted that notification letters could be sent to affected residents.

MOTION BY: FAANES SECOND: MUEHLBAUER ADOPTING RESOLUTION 2026-12 RESTRICTING PARKING ON SILVEROD STREET AND 227TH AVENUE FROM QUAY STREET TO POPPY STREET AND QUAY STREET FROM SILVEROD STREET TO 229TH LANE

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

Nays: None

Motion carries: 5-0

G. Gambling Funds

Finance Director Mulvihill provided an overview of the City's charitable gambling fund. She explained that the fund was established in 2012 and that the City collects 10% of net profits from licensed gambling organizations operating within the City.

She noted that the current fund balance as of the end of 2025 is approximately \$246,000. Mulvihill stated that the fund has historically been designated for use by the Fire Department and is now designated for the Police Department for capital expenditures. She noted that if the Council wished to distribute funds to outside organizations, guidelines would need to be established.

Josh Fisher, a resident of Oak Grove and president of the St. Francis Basketball Association, addressed the Council. He explained that the association conducted its first cash raffle this year, raising a net of \$19,000, and that 10% of the proceeds, approximately \$1,900, was remitted to the City. Fisher stated that he does not object to the City collecting 10% from pull tabs and e-tabs at local establishments, but asked the Council to consider exempting youth sports cash raffles from the requirement, as the funds are raised by children going door to door in the community.

Mayor Vogel stated he has heard from multiple organizations about the gambling fund and expressed a preference for simplifying the process, suggesting the City consider reducing the rate to 1% across the board for all charitable organizations rather than creating a system where groups petition the Council for distributions from the fund.

Robinson asked what the Council would do with the existing \$246,000 balance and how long it had taken to accumulate. Mulvihill noted the fund has been building since 2012, approximately 14 years.

Muehlbauer stated there is a lot to consider and expressed concern about opening a can of worms by treating different organizations differently. He noted that keeping the funds directed to the Police Department to offset capital expenses is the most equitable approach for all residents.

Thunstrom noted that the discussion involves two separate questions: what to do with the existing balance, and whether to change the rate going forward. She recommended that the Council address them separately.

Udvig stated that the matter requires further research and discussion and is not something that could be resolved at the current meeting. She noted that other cities do give back gambling funds and that the Council should explore what is legally permissible before making a decision.

Faanes stated she would like to know whether the City could legally treat cash raffles differently from pull tabs, and whether it could charge a different rate or return a portion of the funds to youth organizations.

Assistant City Attorney Travis stated that any organization conducting licensed, lawful gambling within the City would be subject to the 10% requirement regardless of the type of gambling conducted. He noted that he would need additional time to

research whether different rates could be applied to different types of gambling and cautioned that treating organizations differently could expose the City to claims of disparate treatment.

Wida suggested that Fisher look into whether the basketball association could qualify for an excluded raffle permit through the State, which may allow a single raffle per year under certain conditions.

The Council agreed to bring the matter back for further discussion at a future meeting. No action was taken.

## **10. MEETING OPEN TO THE PUBLIC**

Mike Rodger addressed the Council and commended the Public Works Department for the hot patch machine purchased the previous year, noting that the patches in front of his home are holding well. He also offered comments on the gambling fund discussion, advising the Council to carefully consider the legal complexities of treating different types of charitable gambling organizations differently.

## **11. REPORTS**

### **A. City Administrator Report**

Thunstrom provided updates on several items. She noted that the City is monitoring its 2026 funding request, stating that there are 233 jurisdictions with 1,547 projects totaling \$3.2 billion on the table this year, and that the State has not funded bonding projects for cities in the past two years. She noted that this is the City's last year to pursue the project before it must proceed independently. Thunstrom reminded the Council that interviews for the Finance Director position are scheduled for Monday, March 23. She also noted that a blood drive is scheduled in the Council chambers on March 23 from 12:00 to 6:00 p.m., and that a senior fair is scheduled for Thursday from 10:00 a.m. to 12:00 p.m.

### **B. Bottle Shop Annual Report - 2025**

Liquor Store Manager Joe Pfeifer presented the 2025 annual report for the St. Francis Bottle Shop. He noted that the current staff includes six employees, four full-time and two part-time, and that the store is actively hiring an additional part-time employee for the summer months.

Pfeifer reported that THC drink sales more than doubled in 2025 compared to 2024, exceeding \$100,000 for the year and becoming one of the store's primary revenue categories. He noted that overall sales were down approximately 1.8% compared to 2024, consistent with a national trend of declining alcohol sales, but that gross profit increased by nearly 2% due in part to the higher profitability of THC products. He stated that beer remains the top sales category at 48%, followed by liquor and wine, with THC growing from 2% to 4% of overall sales.

Pfeifer noted that operating income continued to increase and that the store's cash

balance grew by \$95,000 in 2025. He highlighted several initiatives from the year, including the addition of a 16-foot gondola that expanded wine and whiskey selections, the extension of the military discount to all days of the week, the launch of DoorDash delivery in September with \$6,200 in sales for the year, an expansion of the THC section, a Black Friday bourbon allocation event, and Facebook giveaways that gained 117 new followers.

Pfeifer noted that local competition has become more aggressive and that he continues to monitor competitor pricing and promotions. He stated that the store is well-positioned and that he expects the current gross profit ratio to be maintained.

Muehlbauer noted that the DoorDash service may reduce impaired driving. Pfeifer agreed and stated that customers who choose delivery are making a more responsible decision.

Robinson asked how often Pfeifer conducts comparison shopping at other stores. Pfeifer stated that he visits other municipal liquor stores and participates in the Minnesota Municipal Beverage Association, through which managers share ideas and best practices. He noted that the MMBA and the Minnesota Licensed Beverage Association hold a joint conference in April.

Muehlbauer, Faanes, and Udvig each commended Pfeifer and his staff for their work. Udvig noted that customer service has improved noticeably and that people who had previously stopped shopping at the store have returned. Robinson stated that the store is a valuable resource and that Pfeifer is doing a good job stewarding it.

Mayor Vogel stated that the store is in good hands and thanked Pfeifer for his report.

## **12. COUNCIL MEMBER REPORTS**

Udvig reported that she attended a recent meeting and noted that a quorum was present and that the Zoom attendance option has helped improve participation.

Muehlbauer reported that he received a phone call from Tom Hunt of Anoka County following a letter he had sent requesting clarification on the county's response regarding election integrity matters. He stated that Hunt explained the legal basis for the county's position and that the conversation helped him better understand the county's constraints. Muehlbauer noted that Hunt invited anyone to contact him with questions.

Robinson reported that he met with Carpenter and Streets/Park Supervisor Jeremy Shook regarding several topics, including the broken City sign. He noted that the Rum River Fire District meeting is scheduled for the following Tuesday and that the work session is scheduled for Monday. Robinson encouraged residents to participate in the blood drive on March 23.

Mayor Vogel stated he had nothing special to report and noted that the March 23 work session is open to the public and will primarily consist of interviews for the Finance Director position.

**13. UPCOMING EVENTS**

**14. ADJOURNMENT**

MOTION BY: MUEHLBAUER SECOND: FAANES TO ADJOURN THE MEETING

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

Nays: None

Motion carries: 5-0

There being no further business, Mayor Vogel adjourned the regular City Council at 8:13 p.m.

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Jennifer Wida, City Clerk

DRAFT

CITY OF ST. FRANCIS  
CITY COUNCIL WORK SESSION AGENDA  
St. Francis City Hall Fire Station 3750 Bridge Street NW  
February 23, 2026  
5:30 p.m.

1. **CALL TO ORDER**

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

2. **ROLL CALL**

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

Absent: Councilmember Amy Fannes

Also present: City Administrator Kate Thunstrom, Deputy Administrator-Public Works Director Paul Carpenter, Police Chief Todd Schwieger, and Community Development Director Jodie Steffes.

3. **AGENDA ITEMS**

A. **Anoka Regional Crime, Technology, and Information Center (ARCTIC)**

Police Chief Schwieger introduced Lieutenant Mendoza from the Anoka County Sheriff's Office to present information regarding the Regional Crime Technology and Information Center. The project includes automated license plate reader cameras, live view cameras, drones as first responder technology, and other technology as part of a safe county initiative.

Lieutenant Mendoza explained that the ALPR cameras are stationary and capture only the rear of license plates. The system does not use facial recognition. The algorithm compares license plates to the BCA's hot files list, which is updated every six hours. If a plate is not on the hot list, there is no notification to law enforcement, and the image is deleted after 30 days. If there is a match, officers are notified of hits, including revoked commercial vehicle licenses, disqualified drivers, extreme risk protection orders, gang member alerts, KOPS alerts, warrants, missing persons, noncompliant sexual offenders, protection orders, driver's license status, stolen vehicles, stolen license plates, violent personal alerts, and AMBER alerts.

Muehlbauer asked if the cameras could be used for speed enforcement. Lieutenant Mendoza stated they do not have that capability, and there is no metric to measure speed.

Mayor Vogel asked if the system alerts officers or issues tickets. Lieutenant Mendoza explained that it alerts officers in the area, and individual officers can control which alerts they receive based on their jurisdiction.

Mayor Vogel asked if a search warrant is required to locate witnesses to an incident. Lieutenant Mendoza stated that it would be labor-intensive and would likely require a search warrant.

Muehlbauer asked about camera locations and quantities. Lieutenant Mendoza noted that camera placement is directed by calls for service and that St. Francis would benefit more from the drone technology.

Lieutenant Mendoza explained that drones, as first responder technology, allow eyes on scene within 90 seconds of launch. Benefits include faster response to crime scenes, locating missing persons, assisting with officer needs assistance calls, and potential assistance during pursuits. For fire services, drones provide faster response time, hotspot detection using thermal imaging, and real-time information to fire personnel. For EMS and emergency management, drones assist with crash information and damage assessments during natural disasters.

Drone docks are self-contained base stations that store, charge, and launch drones at the command of a remote pilot. The drones autonomously launch and fly to coordinates, but do not have downward-facing cameras until a person takes control. The dock is typically staged on rooftops at key locations. The proposed docking station for St. Francis would be located at the police department.

Mayor Vogel asked if the camera points down once the drone is in the air. Lieutenant Mendoza clarified that the camera does not point down until someone takes control of the aircraft.

Mayor Vogel asked if a search warrant is required to track a vehicle or establish a pattern of life. Lieutenant Mendoza explained that if the vehicle is on-site and the plate is visible, that is not a problem. However, to track the person or establish a pattern of life, a search warrant is required. He noted there are only 11 reasons to fly a drone in Minnesota without a search warrant, and the system will be built with those statutory restrictions.

Mayor Vogel asked if the drone footage could be sent to St. Francis squads or fire department trucks. Lieutenant Mendoza stated that both officers and supervisors can access the live drone footage through FlockOS if they have internet access on a computer.

Muehlbauer asked if the drone autonomously flies to the GPS coordinates. Lieutenant Mendoza confirmed that it does and that dispatchers can manually fly the drones if needed, though they must have proper FAA licenses.

Muehlbauer noted that St. Francis currently has trunk-deployed drones. Lieutenant Mendoza stated that this program does not replace those drones and recommended keeping them.

Muehlbauer asked about the camera scenario and how officers are dispatched. Lieutenant Mendoza explained that alerts come through continuously, but officers have discretion on whether to take action. He noted that officers would not be dispatched to traffic-related violations but would have information to stay proactive in the city.

Muehlbauer asked how many times in the last year a drone would have launched from St. Francis. Lieutenant Mendoza estimated flights would occur daily, noting that St. Francis has schools, Highway 47, and serves as a location for other calls for service in the area.

Muehlbauer asked about the annual price tag and funding. Lieutenant Mendoza explained that the Flock Safe County is slated to be an Anoka County Sheriff's Office purchase for the first two years. The first 12 months will be zero cost to the Sheriff's Office. The second 12 months will be \$245,000 to the Sheriff's Office, paid from the patrol division's budget. From years three to 10, the cost would be brought to JLIC to fund it using the super formula based on a five-year rolling average of calls for service. St. Francis would have a budgeted cost of \$10,989 as an increase to current JLIC funding. For comparison, one drone dock costs \$50,000 annually, and one camera costs \$3,000 per camera. The cost includes 200 cameras countywide, 12 community partner cameras, eight DFR drones plus docking stations, and three detect and avoid radars.

Mayor Vogel asked if the price is locked in for 10 years. Lieutenant Mendoza confirmed that from years three to 10, the price would be \$17,725 annually and locked in for that period.

Mayor Vogel asked about complaints regarding agency assists and whether Oak Grove is paying for the service. Lieutenant Mendoza stated that Oak Grove's costs would be included in their contract with the Sheriff's Office and would be part of the JLIC increase.

Mayor Vogel asked about the \$143,000 fire cost. Lieutenant Mendoza explained that the Fire Protection Council unanimously voted in favor of the program, and the cost would be included in the super formula with JLIC.

Muehlbauer asked if there would be a breakout portion of the \$143,000 that goes to the Rum River Fire District. Lieutenant Mendoza confirmed there would be.

Robinson asked if one city decides not to participate, whether the network would be adjusted accordingly. Lieutenant Mendoza stated that the Sheriff's Office views this as a countywide initiative and would like to serve all 11 agencies equally, but he could not provide a definitive answer on how a city's withdrawal would affect the program.

Robinson noted that other cities have expressed support for the program. Lieutenant Mendoza stated that most city councils he has spoken with view this as something needed and that he believes implementing this will be a game-changer in law enforcement and public safety.

Police Chief Schwieger stated that the cities are being asked for general support to move forward with the pilot program. He noted that the true performance of the project cannot be known until it is implemented countywide. He added that further discussions will occur at the JLIC level regarding budgeting.

Lieutenant Mendoza noted that there are mandated annual audits of the system. Every search is tracked, and if the data is not evidence, it is deleted within 30 days. He stated that command staff access has been revoked from several people who did not complete training.

Muehlbauer expressed support for the program, noting that the intentions are great. He calculated that based on 3,048 homes in St. Francis, the cost would be approximately \$3.61 per household. He noted that the biggest question is how to justify the cost, given the budgetary constraints the City is facing.

Udvig agreed that the program is good and effective, but expressed concern about finding funding for it.

Robinson asked where the money would come from and whether the program would save law enforcement overtime. He noted that the City's drone was a one-time investment of \$18,000, whereas this would be an \$11,000 annual investment. He asked if the program would eventually replace an officer position.

Lieutenant Mendoza stated that he does not believe the program will replace officers at this time.

Robinson noted that the Rum River Fire District would need to find funding as well and suggested that with a third fire, third police, and a third public, there may be enough ingredients to make it work.

Mayor Vogel noted that the \$3.61 per household calculation does not include businesses and would likely be less per unit.

Muehlbauer shared that in his public safety background, he was on the cutting edge of similar technology and solved a case using card access information. He noted that while it felt uncomfortable, it did solve the case. He stated that he is reassured by the safeguards discussed and noted that most of the public already has ring cameras and other surveillance devices.

Lieutenant Mendoza stated that the difference between public and law enforcement is that law enforcement has protections in place to prevent violating

people's rights. He noted that there are only 11 ways to fly a drone without a search warrant and that the BCA monitors drone usage annually. He stated that employees have been disciplined for not following proper procedures.

Muehlbauer stated that overall, he is in favor of the program and believes that is the consensus of the Council.

#### B. Everbridge Nixle Notification System

Police Chief Schwieger presented information regarding the Everbridge Nixle notification system. The City currently has approximately 1,400 people receiving text messages and emails, and 1,300 receiving landline calls. The City pays approximately \$4,400 annually for the subscription. The City sends out about a dozen notifications per year for gas leaks, vehicle crashes, road closures, and similar incidents.

Chief Schwieger noted that the Anoka County Emergency Communications Center recently signed a three-year contract with Everbridge. The county uses this platform for IPAWS alerts and can now send community notifications as well. This is not to replace IPAWS but is an addition to it.

Chief Schwieger expressed concern about what would happen in three years when the county contract expires. He stated that the county director assured him they have no desire to start over and are confident they will renew the contract.

Chief Schwieger asked the Council for direction on whether to keep the current Nixle Everbridge subscription, use the county notification system in addition to the current subscription, or move to the county notification system entirely. He noted that there is no cost to the county notification system aside from county taxes.

Muehlbauer asked if canceling the subscription would save \$4,400. Chief Schwieger confirmed it would.

Mayor Vogel asked how Nixle currently works and who sends out the alerts. Chief Schwieger explained that a handful of staff members can log into a website and send out advisories or alerts based on the severity of the incident.

Muehlbauer asked if staff would log into a website instead of the county system. Chief Schwieger stated they would not. Instead, they would notify dispatch, and dispatch would send out the alert.

Muehlbauer asked if the process would be as quick. Chief Schwieger stated that dispatch assured him it would be done fairly rapidly, depending on the time of day and how many dispatchers are on duty.

Muehlbauer asked if everyone would have to resubscribe. Chief Schwieger confirmed they would.

City Administrator Thunstrom noted that if the Council decides to move forward, the City could use opportunities at Pioneer Days and the Farmer's Market to educate residents about the change and encourage them to sign up for the county system.

Chief Schwieger noted that the City has already renewed the annual subscription and would have until the end of the year or early 2027 to make a decision.

Mayor Vogel asked if the county seems committed to the program and whether it will stay in place. He also asked if the county might start charging cities in the future.

Robinson noted that the City is already paying for it through county taxes.

Chief Schwieger stated that he is not sure about future costs but trusts the new director, Carrie Morrissey, who has been open and honest about the program.

Muehlbauer asked if there is an option to receive only county alerts and not alerts from other cities. Chief Schwieger stated that it appears everyone who subscribes receives all notifications, though the county may have the capability to narrow it down in the future.

Mayor Vogel asked for Chief Schwieger's overall feelings about the system. Chief Schwieger stated that it could be easier in some respects. Making a phone call to dispatch and trusting them to send the alert versus logging into a computer and sending alerts out manually could save time. He noted that officers would not have to worry about going back to their squad computer to send a Nixle alert during a serious incident.

Mayor Vogel noted that moving to the county system would save \$4,400 that could be used for other programs.

Thunstrom stated that the City does not think Anoka County will bail on the program and that they are pretty invested in it. She noted that with time to educate residents about the change, they will get used to it.

Chief Schwieger stated he would email the director to ask about the possibility of future fees and whether the system can be narrowed down to specific cities.

Mayor Vogel asked what notification system the county was using before Everbridge. Chief Schwieger stated they were using IPAWS and that cities were dependent on themselves to send out community notifications for less urgent notifications.

Mayor Vogel asked if there is an out on the Nixle contract or if the City is

contractually obligated. Chief Schwieger stated it is an annual subscription and not a long-term contract, so there should be an out, but he would look into the specific clause.

Muehlbauer stated that the consensus is to pursue moving to the county system and wait to hear back from Chief Schwieger.

### C. Community Park Sign Replacement

Deputy Administrator-Public Works Director Carpenter presented information regarding the community park sign. Public Works cleans the sign once a year. Last fall, the sign that says "Welcome to St. Francis" started to slip. The sign was built in 2010 and is nearing the end of its life due to frost heave. The two separate poles are heaving differently, causing the sign to look uneven. The digital sign itself is 25-millimeter resolution, with ten millimeters recommended, and uses very old technology. Additionally, the sign can only be connected to by one computer, so if that person is not available, no one can change what is on the sign.

Carpenter reached out to Think Science for pricing options ranging from \$50,000 to \$150,000. The discussion tonight is to determine whether to move forward with the project, if the location is still acceptable, the design and size, and funding sources.

Robinson asked about the dollar amounts and options. Carpenter stated there are three options. Option one was \$112,000, option two was \$107,000, and option three, which includes a post, sign, and brick at the bottom, was \$100,000. A post and a five-by-ten sign were \$96,000. These prices have not decreased and have actually increased.

Robinson asked why this has not come up in the Capital Improvement Plan in the last four to five years. Carpenter stated he did not have an answer for that.

Mayor Vogel noted that it was his question as well.

Robinson suggested that liquor store money would be the first place to look for funding. He also suggested cutting back on some discretionary spending, such as the \$15,000 towards fireworks for the Chamber of Commerce. He noted that the City could put a sign on City Hall for \$235 instead of a large sign at the park.

Mayor Vogel noted that using liquor store funds would be counterproductive to the levy because taxpayers would be paying an extra \$60 to cover that \$60 from the liquor store.

Thunstrom stated that the City does have funds in the liquor store that are not allocated quickly.

Udvig asked if there are any grants available. Carpenter stated he knew that

question would come up.

Udvig noted that it is hard to know the impact of the sign and how many people actually read it. She questioned whether the City really needs a digital sign.

Thunstrom noted that it is hard to know the impact because of the limited quality of the sign and the old technology. She stated that the sign is limited in size and the amount of information that can be displayed.

Udvig noted that people at the Farmer's Market probably see things on the sign because it is stationary.

Mayor Vogel noted that people have to squint to read it.

Carpenter noted that the sign is so old that there is only about a three-second window to read it, whereas the goal is a five to seven-second window.

Thunstrom noted that the City will be redoing Highway 47, which will look different and may impact how people see the sign.

Carpenter stated that with the highway diet that is being discussed, traffic will slow down, which would greatly increase the time people have to see the sign.

Muehlbauer noted that the greatest impact would be for things like the Farmer's Market or Pioneer Days when there is a sign-up at that location. He stated that if the Council talks about moving the sign, that comes at a different expense with electricity and other costs. He noted that the liquor store covering the cost is good. He suggested that the City could advertise for the liquor store on the sign to get more revenue.

Mayor Vogel asked if the City could advertise for the liquor store on the sign. Thunstrom stated it is a city department, so that would work.

Muehlbauer asked if the versions of the signs would address the support issue. Carpenter stated that the current sign has two separate pillars, and as things shift, it causes problems. A single-pole sign would be better. He noted that if the Council goes in that direction, his thought was to have the sign high enough so people cannot touch or reach the actual screen.

Mayor Vogel noted that his thoughts echo those of the Council. He stated that when the City rented a cheap sign across the street, it got more attention than the current sign. He asked what the City is currently displaying on the sign.

Thunstrom stated that the City displays events, council meetings, time, and temperature.

Carpenter noted that the capabilities are very limited.

Thunstrom stated that with the newer technology, the City could display pictures and have more advertising capabilities.

Mayor Vogel stated that he is not totally against the sign but questions its value. He noted that the City is talking about \$100,000, and he questioned whether hiring someone for an online presence for \$50,000 would be more effective than the sign.

Muehlbauer asked what Mayor Vogel meant by online presence. Robinson stated it was social media.

Carpenter stated it would be Instagram, TikTok, and Facebook.

Thunstrom noted that many cities do not have digital signs.

Udvig asked if the "Welcome to City of St. Francis" will still be on the sign or if it will be removed. Carpenter stated that the broken portion should be removed.

Thunstrom stated that the design options do include a slab that still says "Welcome to St. Francis."

Muehlbauer asked if the cost includes all the structures that go along with it. Carpenter confirmed it does.

Thunstrom stated that the design would have the top bar, the digital bar, the "St. Francis welcomes you" text, and then the posting area.

Mayor Vogel asked if there is a welcome sign further south on Highway 47. Carpenter stated there are only two other signs on the north side of town on Highway 47 at 241st and Highway 47, and one in Oak Grove.

Muehlbauer asked if the two top poles could be removed and the concrete sign left. Mayor Vogel noted that the concrete is fractured.

Udvig stated that there is a huge crack in the concrete.

Muehlbauer asked if a steel sign could be put over the front of the concrete. Mayor Vogel stated it is a possibility.

Udvig noted that if the concrete is bad, that would not fix it, and the concrete would still have to be replaced.

Mayor Vogel noted that there is probably rebar and webbing inside that could provide some support.

Muehlbauer asked about the cost of decommissioning the sign. Carpenter stated that the process would involve disconnecting the electrical, pulling the breaker, and removing everything. He noted that he would need permission from the Council to remove the sign.

Mayor Vogel stated that his vote is to decommission the sign. He noted that he does not think there is enough gain from the replacement for \$100,000. Udvig agreed that the sign should be decommissioned.

Robinson agreed with decommissioning but suggested getting pricing from a sign company for jacketing the existing concrete sign. He suggested exploring whether there is rebar and structure inside. He noted that sign companies can make aluminum signs that are vibrant and UV-protected.

Carpenter stated that there is a simple option as well. During the process of the dog park and sidewalk, the City found an amazing sign company. The City could go that route and get a welcome sign that would be maintenance-free and could be lit up.

Udvig expressed her support for the idea. Mayor Vogel agreed with exploring that option.

Robinson noted that it would not be the same as the current sign and would be a different design. Carpenter confirmed that the sign would be concrete, and it would be a different design from the current one.

Robinson noted that sign companies can make signs that look almost like duplicates of what the City has and suggested having some uniformity. Udvig asked how the other signs are doing. Robinson stated he checked the other one before, and it is in a neutral zone.

Muehlbauer noted that the sign on the south side was donated but is on private land.

Udvig asked how many times the other signs would need to be replaced. Thunstrom stated that someday every sign will need to be replaced.

Carpenter stated that the other signs are different and are just concrete blocks with the name. He noted that they probably have more rebar inside and are quite a bit bigger.

Muehlbauer noted that a council member from Oak Grove was not a fan of the sign on the south side.

Mayor Vogel asked if the Council is in favor of decommissioning the current sign and exploring other options. Carpenter clarified that the portion that is broken is

the "St. Francis" concrete block, which is broken in half. He stated that personally, he thinks the whole thing needs to come down because the structure itself is compromised, not just the digital portion.

Udvig noted that the concrete block is the main structural issue, not just the digital part.

Mayor Vogel stated that the Council should decommission the digital portion and the concrete block structure. The Council agreed to decommission the entire sign and explore a static welcome sign option that matches the design of the other signs in town.

4. **ADJOURNMENT**

There being no further business, Mayor Vogel adjourned the City Council Work Session at 8:06 p.m.

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Jennifer Wida, City Clerk



# CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jenni Wida, Deputy Administrator-City Clerk  
**SUBJECT:** Plant Place, Inc. – Temporary and Seasonal Outdoor Sales Permit  
**DATE:** April 6, 2026

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**OVERVIEW:**

Plant Place, Inc. has submitted an application for a temporary and outdoor seasonal sales permit. Sales will take place in the parking lot of County Market from mid-April – mid-July. They have received permission from the property owner.

**ACTION TO BE CONSIDERED:**

Approve the application for Plant Place, Inc.

**BUDGET IMPLICATION:**

None

Attachments:

- Application

**TEMPORARY AND SEASONAL OUTDOOR SALES  
PERMIT APPLICATION**

PROPOSED TEMPORARY OR SEASONAL SALE	SITE ADDRESS: <b>23122 St. Francis Blvd.</b>		PARCEL ID #:
	BUSINESS HOURS: <b>9a-7p M-Sat, 9a-6p Sun</b>		DATES OF START TO CLOSE OF OPERATION: <b>Mid April - Mid July 2026</b>
	DESCRIPTION OF OPERATION: <b>Retail garden center.</b>		
APPLICANT INFORMATION	NAME: <b>Plant Place, Inc. Owner: Jim Schroer</b>		
	ADDRESS: <b>[REDACTED]</b>		
	CITY: <b>Elk River</b>	STATE: <b>MN</b>	ZIP: <b>55330</b>
	PHONE: <b>612-968-0431</b>	EMAIL: <b>admin@plantplacegardencenters.com</b>	
PROPERTY OWNER (if different than applicant)	NAME: <b>Bob King / Kings Supermarkets, Inc.</b>		
	ADDRESS: <b>23122 St. Francis Blvd</b>		
	CITY: <b>St. Francis</b>	STATE: <b>MN</b>	ZIP: <b>55070</b>
	PHONE: <b>763-753-3334</b>	EMAIL: <b>bob@kingsmarket.net</b>	
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: <b>Garden Center</b>		
	SIZE: Length: <b>80</b> ft. Width: <b>20</b> ft.		
	TYPE: TENT      CANOPY      STAND      OTHER: <b>greenhouse</b>		
	MATERIAL: <b>Membrane Structure / Steel + poly</b>		
	WILL ANY OF THE FOLLOWING BE USED? TEMPORARY TANKS      HEATERS <b>(ELECTRIC) for registers</b>		

**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.

James Schroer  
Print Name

[Signature]  
Signature of Applicant

2/20/2026  
Date

\_\_\_\_\_  
Signature of Owner (if different than applicant)

\_\_\_\_\_  
Date

**APPROVALS:**

Zoning: \_\_\_\_\_

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

Zoned:            Agricultural            Commercial

Industrial

Fire: \_\_\_\_\_

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

Building: \_\_\_\_\_

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



# CERTIFICATE OF LIABILITY INSURANCE

Agenda Item # 4C.  
02/18/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> <b>Oakwood Insurance Agency</b> <b>2003 N.W. Northdale Blvd.</b> <b>Coon Rapids, MN 55433</b>	<b>CONTACT NAME:</b> Faith Yang	
	<b>PHONE (A/C, No, Ext):</b> 763-754-1824	<b>FAX (A/C, No):</b> 763-862-4819
<b>E-MAIL ADDRESS:</b> fyang@oakwoodinsurance.com		
<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
<b>INSURER A:</b> Ohio Security Insurance Company		<b>24082</b>
<b>INSURER B:</b> Ohio Casualty Insurance Company		<b>24074</b>
<b>INSURER C:</b>		
<b>INSURER D:</b>		
<b>INSURER E:</b>		
<b>INSURER F:</b>		


**INSURED**  
**Plant Place Inc**  
**DBA: Midwest Fence Solutions**  
**PO Box 390**  
**Elk River, MN 55330**

**COVERAGES**                      **CERTIFICATE NUMBER: 00060570-0**                      **REVISION NUMBER: 57**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			BKS60626933	12/12/2025	12/12/2026	EACH OCCURRENCE \$ <b>1,000,000</b> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ <b>300,000</b> MED EXP (Any one person) \$ <b>15,000</b> PERSONAL & ADV INJURY \$ <b>1,000,000</b> GENERAL AGGREGATE \$ <b>2,000,000</b> PRODUCTS - COMP/OP AGG \$ <b>2,000,000</b> \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>			BAS60626933	12/12/2025	12/12/2026	COMBINED SINGLE LIMIT (Ea accident) \$ <b>1,000,000</b> BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ <b>0</b>			USO60626933	12/12/2025	12/12/2026	EACH OCCURRENCE \$ <b>1,000,000</b> AGGREGATE \$ <b>1,000,000</b> \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	XWS65677036	01/01/2026	01/01/2027	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ <b>500,000</b> E.L. DISEASE - EA EMPLOYEE \$ <b>500,000</b> E.L. DISEASE - POLICY LIMIT \$ <b>500,000</b>

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Location: County Market, 23122 St Francis Blvd, Saint Francis, MN 55070**

<b>CERTIFICATE HOLDER</b>  <b>King's Supermarkets Inc.</b> <b>23122 St Francis Blvd.</b> <b>Saint Francis, MN 55070</b>	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Google Maps



Imagery ©2026 Airbus, CNES / Airbus, Maxar Technologies, Map data ©2026 20 ft



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom City Administrator  
**FROM:** Paul Carpenter, Public Works Director  
**SUBJECT:** Water treatment Facility Fiber Optic Project  
**DATE:** April 6, 2026

**OVERVIEW:**

Connect Anoka County (Zayo) is a secure internet service that is for use only by government institutions such as schools, municipalities and other government entities. The Public Works and Police Departments, City Hall, and Rum River Fire District all utilize Zayo with security and monitoring provided by Metro-Inet.

Currently, the water treatment facility sends and receives large amounts of data via our Scada system using Midco internet. Installing fiber (Zayo) into our water treatment facility will provide a dedicated internet service that has more bandwidth for transmitting this data. An additional benefit to this project will be the elimination of some equipment at the water treatment facility that will save \$5,500.00 annually. Connecting the water plant with fiber will also allow our wellhouse and water tower to be connected to the network in the future.

**ACTION TO BE CONSIDERED:**

Motion to approve the low quote from Telcom Construction for \$57,426.27 and authorizes staff to move forward with this project.

**BUDGET IMPLICATION:**

The fiber optic project is a planned expenditure in the Capital Improvement Plan and will be paid from the water fund.

Attachments:

- Telcom Construction Quote
- ComLink Solutions Quote





# Estimate

Valid for 30 Days\*

**2415 Annapolis Ln N. Suite 140  
Plymouth, MN 55441  
(763) 657-4100**

**Bill To**

**Bill To Name**                      City of St Francis

**Project Information**

<b>Prepared By</b>	<b>Benjamin Hardin</b>	<b>Quote Description</b>	<b>St Francis Bottle Shop Fiber</b>
<b>Email</b>	<b>ben.hardin@comlink-solutions.com</b>	<b>Quote Nbr.</b>	
<b>Created Date</b>	<b>3/18/2026</b>	<b>Contact Name</b>	<b>PQ001234</b>
<b>Expiration Date</b>			<b>Parish Barten</b>

Product	Quantity	Unit Price	Amount
Install New or Re-Enter Existing Case or Panel (with more than 24 Fibers Spliced)	2.00	300.00	600.00
25-48 Count Butt Splice - LT	96.00	25.00	2,400.00
Minimum Test Charge - Panel to Panel Testing and Closeout Processing for Two Fibers - Non-WAVES/LH	1.00	500.00	500.00
Materials (Lanshack 1RU Panel SC-UPC)	1.00	358.80	358.80
Materials (1.5" Conduit, 72ct Fiber, Tracer Wire)	1.00	9330.00	9,330.00
Design and Permitting	1.00	4474.33	4,474.33
Simple Traffic Control - in house	1.00	800.00	800.00
Complex Traffic Control	1.00	3000.00	3,000.00
Boring - Rural - (1)(1.5)	2350.00	16.50	38,775.00
Place or install 30x48x36 Handhole - labor only	3.00	600.00	1,800.00
Provide 30x48x36 Handhole - material cost	3.00	1187.51	3,562.53
Install Tracer Wire	2350.00	0.60	1,410.00
Rodding	100.00	0.75	75.00
Pull Fiber in Existing unoccupied duct	1250.00	1.40	1,750.00
Pull Fiber in New Duct	2650.00	1.25	3,312.50
Softscape	1.00	700.00	700.00
Hardscape - Asphalt out of city	20.00	37.80	756.00
<b>Grand Total</b>			<b>73,604.16</b>

We hereby propose to furnish labor and materials listed below in complete accordance with the below specifications only, for the sum listed with payment to be made as follows: Net 30 days. All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs, will be executed only upon written/verbal orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within 30 days and is void thereafter at the option of the undersigned. It is hereby agreed that if Comlink Solutions, LLC is working as a sub-contractor, the general contractor or contract holder will provide the legal owner(s) names and mailing address of the above mentioned property.

Thank you for choosing Comlink Solutions. We hope to work with you again in the future.

Acceptance of Proposal: The prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. If the above account should become delinquent, debtor shall be responsible for all collection and/or attorney fees.

\* Comlink reserves the right to adjust and/or revise estimates when material costs have increased within the 30-day validity period.

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jenni Wida, Deputy Administrator-City Clerk  
**SUBJECT:** Pioneer Days Fireworks Contract – Flashing Thunder Fireworks Spectacular  
**DATE:** April 6, 2026

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### **OVERVIEW:**

Flashing Thunder Fireworks Spectacular submitted their contract for the Pioneer Days Fireworks Display to take place on May 30, 2026. The fireworks display will be located at the St. Francis High School where it has been in the past years.

The cost for the display is \$15,000.00.

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

Motion to approve the agreement with Flashing Thunder Fireworks Spectacular for the May 30, 2026 Pioneer Days Fireworks Display.

### **BUDGET IMPLICATION:**

The Bottle Shop sponsors the fireworks - \$15,000.00  
Cost of the additional insurance for the fireworks - \$250.00

### Attachments:

- Flashing Thunder Fireworks Spectacular Contract
- Display Site Map



***Curt Serbus - Pyrotechnician***

*Curt Serbus: 763-227-3941 11646 272<sup>nd</sup> Ave NW, Zimmerman, MN 55398*

700 East Van Buren Street, Mitchell Iowa, 50461

**CONTRACT FOR SERVICE**

This contract is entered into this **12th day of March 2026** by and between Curt Serbus (MN Certified Pyrotechnician), Flashing Thunder Fireworks Spectacular of 700 E. Van Buren St, Mitchell, IA 50461, telephone 641-732-5558, fax 641-732-1385, designated herein as the "Seller", and the City of St Francis designated as "Buyer".

Seller will deliver to Buyer, a fireworks display on **May 30, 2026**, and/or will make necessary substitutions of equal or greater value, with an alternate "rain date" on May 31. Seller agrees to perform the fireworks display safely and in accordance with such Federal, State, and local laws that might be applicable.

Seller agrees to check the display area after the presentation of the fireworks display for any "duds" or other material that might not have ignited. Any such material found shall be disposed of as required by all Federal, State, and Local rules and regulations or as is the standard practice of Seller.

**Buyer** will furnish the minimum safety distance required per NFPA 1123. In no case shall spectators be allowed closer than 70 feet per inch of shells diameter. Buyer will provide adequate monitoring/security to maintain these distance factors. Buyer also agrees to have adequate fire protection and coordinate with local Fire Department to be available on site during the display.

It is agreed and understood that Buyer will pay the purchase price of **\$ 15,000** plus sales tax if applicable, with the option to increase the amount of the fireworks display if so desired. This contract is valid on the date of signature. 50% of the purchase price is to be paid as a deposit within 60 days of the contract validation. The balance is to be paid within ten days following the presentation of the display. In case of weather-related delay buyer is responsible for shoot fee and shipping expenses. In case of Buyer cancellation, the deposit is not refundable.

**All payments must be made out to: Flashing Thunder Fireworks.**

Please mail it to: Curt Serbus, 11646 272<sup>nd</sup> Ave NW, Zimmerman, MN 55398.

Buyer acknowledges and agrees that any balance past due is subject to a finance charge computed by a "Periodic Rate" of 1.5% per month, which is an annual percentage of 18%, applied to the balance due after specified payment due dates above. The Parties acknowledge and agree that any legal action commenced regarding this contract or collection shall be brought in the Circuit Court of Mitchell County, Osage, Iowa, and that Iowa law shall govern the determination of rights, responsibilities and remedies. Buyer shall further be entirely responsible for any attorney fees and court costs incurred by Seller in enforcing its rights under this contract and to collect any unpaid balance.

FLASHING THUNDER FIREWORKS  
Curt Serbus  
PYROTECHNICIAN

City of St Francis  
Jenni Wida  
BUYER

By: *Curt Serbus*  
Authorized Agent

By: \_\_\_\_\_  
Authorized Agent

Date: 3/12/2026

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



# CERTIFICATE OF LIABILITY INSURANCE

Agenda Item # 4E.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Ryder-Rosacker-McCue & Huston 509 W Koenig St Grand Island NE 68801	<b>CONTACT NAME:</b> PHONE (A/C. No. Ext): 800-658-4200		<b>FAX (A/C. No.):</b>
	<b>E-MAIL ADDRESS:</b> owhitebull@ryderinsurance.com		
<b>INSURER(S) AFFORDING COVERAGE</b>			<b>NAIC #</b>
<b>INSURER A :</b> HADRON SPECIALTY INS CO			17534
<b>INSURER B :</b> ACCELERANT SPECIALTY INS CO			16890
<b>INSURER C :</b>			
<b>INSURER D :</b>			
<b>INSURER E :</b>			
<b>INSURER F :</b>			

**COVERAGES** **CERTIFICATE NUMBER:** 2019631932 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

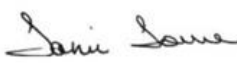
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	Y	H0320PK000042-00	10/15/2025	10/15/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
B	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			N0114AU000011-00	10/15/2025	10/15/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			S0018EX000119-00	10/15/2025	10/15/2026	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Regarding the General Liability coverage, Waiver of Subrogation applies to the entities listed below per form CG 24 04 when required by written agreement.

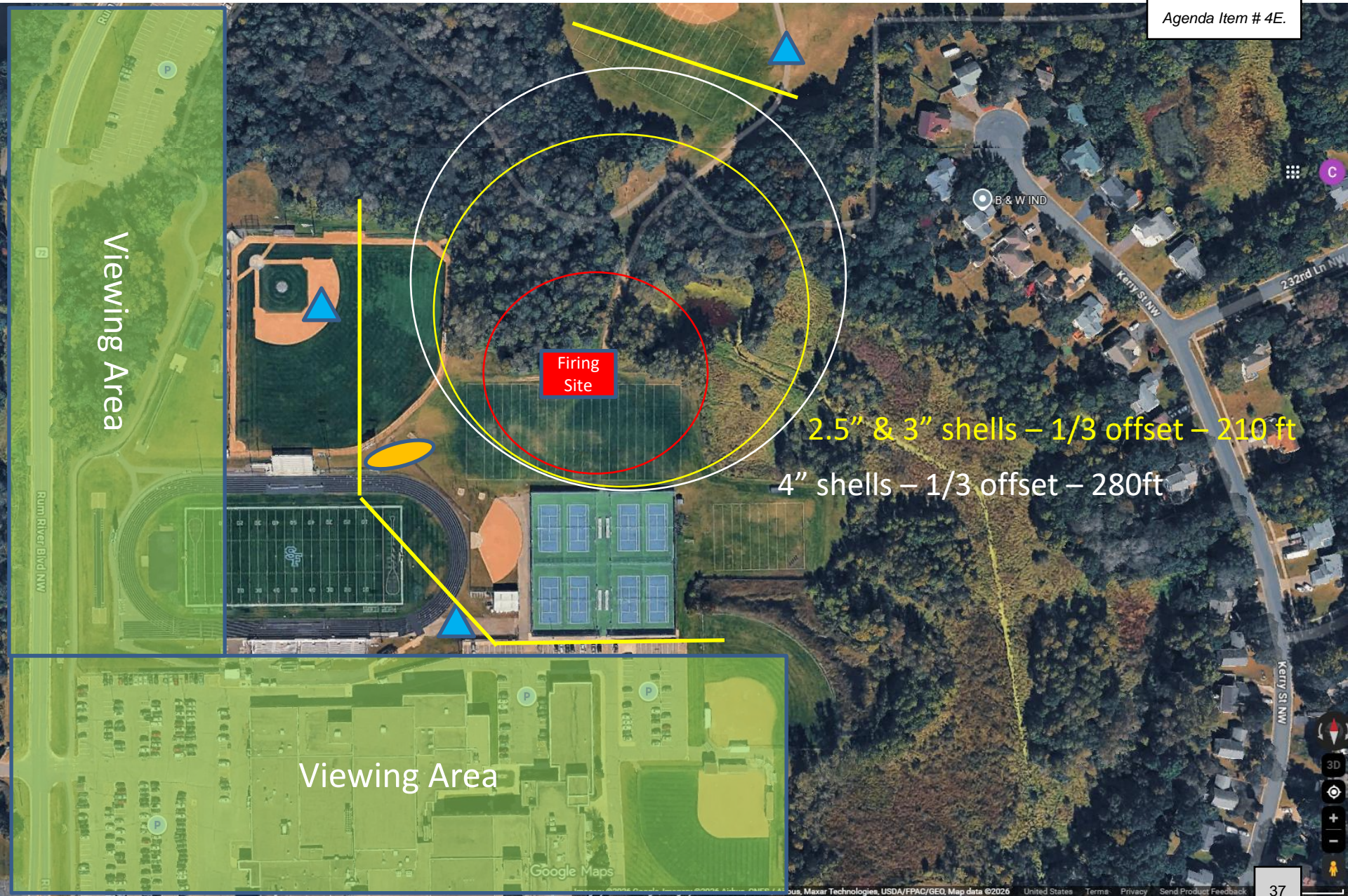
Regarding the General Liability coverage, Blanket Additional Insured applies to the entities listed below per form SCGL 320 when required by written agreement.

Certificate Holder is added as Additional Insured Where Required by Written Contract.  
 Date: May 30th, 2026 Rain Date: May 31st, 2026  
 Location: St. Francis High School Ballfield 3325 Bridge St. St. Francis MN. 55070  
 Additional Insured: City of St. Francis, St. Francis Chamber of Commerce, St. Francis High School

<b>CERTIFICATE HOLDER</b>  City of St. Francis (Pioneer Days) 3750 Bridge St. St. Francis MN 55070	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# St Francis, MN – Pioneer Days

Agenda Item # 4E.





## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Joe Pfeifer, Bottle Shop Manager  
**SUBJECT:** Bottle Shop New Hire – Tanya Peterson  
**DATE:** April 6, 2026

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### **OVERVIEW:**

The Bottle Shop conducted interviews for a part-time liquor store clerk. This position has been vacant for several months and is being filled to address higher demand with the summer season approaching. I am pleased to recommend Tanya Peterson to fill the position of part-time liquor store clerk.

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

Council to approve the hiring of Tanya Peterson at step 3 of the part-time liquor store wage scale.



**CITY COUNCIL AGENDA  
REPORT**

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**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** Appoint Finance Director – Natalie Santillo  
**DATE:** April 6, 2026

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**OVERVIEW:**

Staff and City Council conducted interviews for the Finance Director position that will be left vacant in July, when the current Finance Director retires. On March 23, 2026, at the special meeting, Council voted to approve the hiring of Natalie Santillo contingent on a leadership assessment with Martin McAllister.

Natalie Santillo will start at Pay Grade 17, Step 1 and will begin the position on or before May 4, 2026. Natalie will begin accruing vacation benefits as a three-year employee in accordance with the City’s personnel policy

**ACTION TO BE CONSIDERED:**

Motion to appoint Natalie Santillo as Finance Director.



# CITY COUNCIL AGENDA REPORT

**TO:** Kate Thunstrom, City Administrator  
**FROM:** Jodie Steffes, Community Development Director  
**SUBJECT:** Rental License Approvals  
**DATE:** April 6, 2026

**OVERVIEW:**

The City created rental codes in 2014 to work with property owners on registration and expectations. In 2019, codes were updated to address a number of issues that Community Development and the Police Department faced when working with rental properties.

As part of the update, Code was changed to create a process in which Council approves, suspends or revokes Rental Licenses.

The tentative timeline of the City rental program will be as follows:

- November, letter to applicable rental properties
- January 15<sup>th</sup>, rental applications due
- Completed applicants move to Council
- February 1<sup>st</sup> – second letter with late fee to missing applications
- March 16<sup>th</sup> – third letter with late fees to missing applications
- First week of May – first citation to be sent on missing applications

As rental property applications are received, inspections are scheduled and conducted. The attached property units have been inspected and are ready for Council approval. The properties to be considered have been shown to meet all of the requirements in City Code Chapter 4, Section 6.

**ACTION TO BE CONSIDERED:**

Approval of Rental Licenses for properties:

<b>RENTAL PROPERTY ADDRESS</b>	<b>OWNER</b>
2768 235 <sup>th</sup> AVE NW	JKS SERVICES LLC
3428 235 <sup>th</sup> Ave NW	SFR ACQUISITIONS 2022 LLC
3040 BRIDGE ST NW	CEPCO MANAGEMENT
3832 232 <sup>ND</sup> AVE NW #102	FUSSY, ADAM & SARAH



## CITY COUNCIL AGENDA REPORT

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**TO:** Kate Thunstrom, City Administrator  
**FROM:** Darcy Mulvihill, Finance Director  
Danielle Robertson, Accounting Clerk  
**SUBJECT:** Payment of Claims  
**DATE:** April 06, 2026

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**OVERVIEW:**

Attached are the bills received since the last council meeting. Total checks to be written are \$237,244.88 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Direct Transfers – \$3,221,649.61

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-\$237,244.88
- 04-06-2026 ACH Payment January to February 2026-\$3,221,649.61

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 41.

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
<b>Vendor 3998 - ABDO</b>							
521187							
00044621	ABDO	03/28/2026		20,225.00	20,225.00	Open	N
	AUDIT		DMULVIHILL				04/06/2026
	101-41540-40301		AUDITING AND ACCTG SERVICES	14,311.25		1.00	14,311.25
	601-49440-40301		AUDITING AND ACCTG SERVICES	1,471.25		1.00	1,471.25
	602-49490-40301		AUDITING AND ACCTG SERVICES	971.25		1.00	971.25
	609-49750-40301		AUDITING AND ACCTG SERVICES	3,471.25		1.00	3,471.25
Total Vendor 3998 - ABDO					<u>20,225.00</u>	<u>20,225.00</u>	
<b>Vendor 3811 - ANOKA COUNTY TREASURY</b>							
CINV26-009163							
00044394	ANOKA COUNTY TREASURY	03/16/2026		30.00	30.00	Open	N
	TEMPORARY FOOD LICENSE FEE		DROBERTSON				04/06/2026
	101-42110-40308		COMMUNITY EDUCATION	30.00		1.00	30.00
CINV26-009238							
00044591	ANOKA COUNTY TREASURY	03/24/2026		15,598.00	15,598.00	Open	N
	JLEC SHARED COSTS		DROBERTSON				04/06/2026
	101-42110-40311		CONTRACT	15,598.00		1.00	15,598.00
Total Vendor 3811 - ANOKA COUNTY TREASURY					<u>15,628.00</u>	<u>15,628.00</u>	
<b>Vendor 6364 - ARTISAN BEER COMPANY</b>							
3841820							
00044585	ARTISAN BEER COMPANY	03/26/2026		823.95	823.95	Open	N
	THC		CBUSKEY				03/26/2026
	609-49751-40257		THC	823.95		1.00	823.95
3841819							
00044586	ARTISAN BEER COMPANY	03/26/2026		166.20	166.20	Open	N
	BEER		CBUSKEY				03/26/2026
	609-49751-40252		BEER	166.20		1.00	166.20
446009							
00044615	ARTISAN BEER COMPANY	03/06/2026		(65.52)	(65.52)	Open	N
	THC CREDIT		DROBERTSON				04/06/2026
	609-49751-40257		THC	(65.52)		1.00	(65.52)
Total Vendor 6364 - ARTISAN BEER COMPANY					<u>924.63</u>	<u>924.63</u>	
<b>Vendor 10822 - ASCENTEK, INC.</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
<b>Vendor 10822 - ASCENTEK, INC.</b>							
4103622							
00044424	ASCENTEK, INC.	03/18/2026		516.33	516.33	Open	N
	MOTOR OIL		DROBERTSON				04/06/2026
	602-49490-40237		SMALL EQUIPMENT	516.33		1.00	516.33
Total Vendor 10822 - ASCENTEK, INC.					<u>516.33</u>	<u>516.33</u>	
<b>Vendor 2591 - ASPEN MILLS</b>							
372537							
00044415	ASPEN MILLS	03/18/2026		26.50	26.50	Open	N
	UNIFORM-BARCK K9		DROBERTSON				04/06/2026
	101-42110-40437		UNIFORMS	26.50		1.00	26.50
Total Vendor 2591 - ASPEN MILLS					<u>26.50</u>	<u>26.50</u>	
<b>Vendor 53 - BELLBOY CORPORATION BAR SUPPLY</b>							
0210764600							
00044387	BELLBOY CORPORATION BAR SUPPLY	03/17/2026		719.95	719.95	Open	N
	LIQUOR		CBUSKEY				03/17/2026
	609-49751-40206		FREIGHT	13.50		1.00	13.50
	609-49751-40251		LIQUOR	706.45		1.00	706.45
0110940700							
00044388	BELLBOY CORPORATION BAR SUPPLY	03/17/2026		106.48	106.48	Open	N
	MISC/OPERATING		CBUSKEY				03/17/2026
	609-49751-40206		FREIGHT	6.48		1.00	6.48
	609-49750-40210		OPERATING SUPPLIES	66.00		1.00	66.00
	609-49751-40254		MISCELLANEOUS MERCHANDISE	34.00		1.00	34.00
Total Vendor 53 - BELLBOY CORPORATION BAR SUPPLY					<u>826.43</u>	<u>826.43</u>	
<b>Vendor 7244 - BREAKTHRU BEVERAGE</b>							
126165251							
00044427	BREAKTHRU BEVERAGE	03/20/2026		1,583.79	1,583.79	Open	N
	LIQUOR/MISC		CBUSKEY				03/20/2026
	609-49751-40206		FREIGHT	30.45		1.00	30.45
	609-49751-40254		MISCELLANEOUS MERCHANDISE	80.00		1.00	80.00
	609-49751-40251		LIQUOR	1,473.34		1.00	1,473.34
Total Vendor 7244 - BREAKTHRU BEVERAGE					<u>1,583.79</u>	<u>1,583.79</u>	

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 7244 - BREAKTHRU BEVERAGE</b>							
<b>Vendor 5498 - BROTHERS FIRE &amp; SECURITY</b>							
w49185 00044461	BROTHERS FIRE & SECURITY ALARM SYSTEM MAINTENANCE 101-42110-40401	03/23/2026 DROBERTSON BUILDINGS MAINTENANCE		441.00 441.00		Open 1.00	N 04/06/2026 441.00
Total Vendor 5498 - BROTHERS FIRE & SECURITY				441.00	441.00		
<b>Vendor 4854 - CRYSTAL SPRINGS ICE</b>							
02-603740 00044385	CRYSTAL SPRINGS ICE MISC 609-49751-40206 609-49751-40254	03/16/2026 CBUSKEY FREIGHT MISCELLANEOUS MERCHANDISE		94.40 4.00 90.40		Open 1.00 1.00	N 03/16/2026 4.00 90.40
Total Vendor 4854 - CRYSTAL SPRINGS ICE				94.40	94.40		
<b>Vendor 91 - DAHLHEIMER DIST. CO. INC</b>							
2724127 00044411	DAHLHEIMER DIST. CO. INC BEER 609-49751-40252	03/18/2026 CBUSKEY BEER		(404.60) (404.60)		Open 1.00	N 03/18/2026 (404.60)
2723887 00044412	DAHLHEIMER DIST. CO. INC BEER/NA 609-49751-40255 609-49751-40252	03/18/2026 CBUSKEY N/A PRODUCTS BEER		14,381.80 300.30 14,081.50		Open 1.00 1.00	N 03/18/2026 300.30 14,081.50
2730275 00044475	DAHLHEIMER DIST. CO. INC BEER 609-49751-40252	03/25/2026 CBUSKEY BEER		(201.40) (201.40)		Open 1.00	N 03/25/2026 (201.40)
2729838 00044476	DAHLHEIMER DIST. CO. INC BEER/LIQUOR/NA/MISC 609-49751-40254 609-49751-40251 609-49751-40255 609-49751-40252	03/25/2026 CBUSKEY MISC LIQUOR N/A PRODUCTS BEER		8,863.30 204.00 640.25 191.00 7,828.05		Open 1.00 1.00 1.00 1.00	N 03/25/2026 204.00 640.25 191.00 7,828.05
Total Vendor 91 - DAHLHEIMER DIST. CO. INC							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

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Agenda Item # 4I.

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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
<b>Vendor 91 - DAHLHEIMER DIST. CO. INC</b>							
				22,639.10	22,639.10		
<b>Vendor 6658 - DAVIDS HYDRO VAC, INC</b>							
260077992							
00044616	DAVIDS HYDRO VAC, INC HYDRO EXCAVATION SERVICES	03/27/2026 DROBERTSON		4,200.00	4,200.00	Open	N 04/06/2026
Total Vendor 6658 - DAVIDS HYDRO VAC, INC				4,200.00	4,200.00		
<b>Vendor 1934 - DEHN OIL</b>							
122586							
00044449	DEHN OIL DYED DIESEL 101-43100-40212 101-45200-40212 601-49440-40212 602-49490-40212	03/19/2026 DROBERTSON MOTOR FUELS MOTOR FUELS MOTOR FUELS MOTOR FUELS		3,460.80	3,460.80	Open	N 04/06/2026
				865.20		1.00	865.20
				865.20		1.00	865.20
				865.20		1.00	865.20
				865.20		1.00	865.20
Total Vendor 1934 - DEHN OIL				3,460.80	3,460.80		
<b>Vendor 107 - ECM PUBLISHERS, INC</b>							
1092799							
00044627	ECM PUBLISHERS, INC WOODBINE EXTENSION PROJECT BID	03/27/2026 DROBERTSON		179.50	179.50	Open	N 04/06/2026
Total Vendor 107 - ECM PUBLISHERS, INC				179.50	179.50		
<b>Vendor 132 - GRAINGER, INC</b>							
9854771087							
00044579	GRAINGER, INC ASPHALT LUTE 101-43100-40217	03/25/2026 DROBERTSON OTHER OPERATING SUPPLIES		122.37	122.37	Open	N 04/06/2026
				122.37		1.00	122.37
9856651428							
00044589	GRAINGER, INC GASKETS AND SAWBLADE 601-49440-40229 602-49490-40229	03/26/2026 DROBERTSON PROJECT MAINTENANCE PROJECT MAINTENANCE		114.11	114.11	Open	N 04/06/2026
				57.06		1.00	57.06
				57.05		1.00	57.05
Total Vendor 132 - GRAINGER, INC				236.48	236.48		
<b>Vendor 4691 - GRANITE CITY JOBBING CO</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

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Agenda Item # 4I.

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	
<b>Vendor 4691 - GRANITE CITY JOBBING CO</b>							
515175							
00044452	GRANITE CITY JOBBING CO TOBACCO/MISC	03/24/2026		3,067.32	3,067.32	Open	N 03/24/2026
	609-49751-40206	FREIGHT		10.00		1.00	10.00
	609-49751-40254	MISCELLANEOUS MERCHANDISE		134.92		1.00	134.92
	609-49751-40256	TOBACCO PRODUCTS		2,922.40		1.00	2,922.40
Total Vendor 4691 - GRANITE CITY JOBBING CO					<u>3,067.32</u>	<u>3,067.32</u>	
<b>Vendor 1145 - HACH COMPANY</b>							
14939796							
00044626	HACH COMPANY FLUORIDE VIAL TESTS AND WIPES	03/31/2026		216.00	216.00	Open	N 04/06/2026
Total Vendor 1145 - HACH COMPANY					<u>216.00</u>	<u>216.00</u>	
<b>Vendor 1645 - HAKANSON ANDERSON ASSOC., INC</b>							
56796							
00044462	HAKANSON ANDERSON ASSOC., INC SF239-2026 MISC SITE PLAN REVIEWS	02/28/2026		1,493.75	1,493.75	Open	N 04/06/2026
	101-41910-40303	ENGINEERING FEES		67.50		1.00	67.50
	803-00000-22027	GRADING IUP-5275 229TH (WEBER) (WETLANDS)		405.00		1.00	405.00
	803-00000-22031	DALTON RIVER VILLAS WETLAND DEL.		168.75		1.00	168.75
	405-43100-40810	HWY 47		852.50		1.00	852.50
56797							
00044463	HAKANSON ANDERSON ASSOC., INC SF255 VISTA PRAIRIE	02/28/2026		645.00	645.00	Open	N 04/06/2026
	803-00000-22011	VISTA PRAIRIE AS-BUILTS & RECORD DRAWING		645.00		1.00	645.00
56798							
00044464	HAKANSON ANDERSON ASSOC., INC SF261 TURTLE PONDS 6TH ADDITION	02/28/2026		202.50	202.50	Open	N 04/06/2026
	803-00000-22037	TURTLE PONDS 6TH (CONCEPT) BKDC		202.50		1.00	202.50
56799							
00044465	HAKANSON ANDERSON ASSOC., INC SF263 RIVERS EDGE 7TH ADDITION	02/28/2026		477.50	477.50	Open	N 04/06/2026
	803-00000-22043	ESC-LAKETOWN (RIVERS EDGE) 7TH		477.50		1.00	477.50

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 1645 - HAKANSON ANDERSON ASSOC., INC</b>							
56800 00044466	HAKANSON ANDERSON ASSOC., INC SF264 RIVERS EDGE 8TH ADDITION 803-00000-22035	02/28/2026 DROBERTSON RIVERS EDGE 8TH JPB LAND		580.00 580.00	580.00	Open	N 04/06/2026 580.00
56801 00044467	HAKANSON ANDERSON ASSOC., INC SF265 DALTON RIVER VILLAS 803-00000-22031	02/28/2026 DROBERTSON DALTON RIVER VILLAS		650.00 650.00	650.00	Open	N 04/06/2026 650.00
56809 00044468	HAKANSON ANDERSON ASSOC., INC SF302-2026 MUNICIPAL STATE AID 405-43100-40303	02/28/2026 DROBERTSON ENGINEERING FEES		1,380.00 1,380.00	1,380.00	Open	N 04/06/2026 1,380.00
56803 00044469	HAKANSON ANDERSON ASSOC., INC SF327 2025 STREET RECON PROJECT 405-43100-40303	02/28/2026 DROBERTSON ENGINEERING FEES		3,452.50 3,452.50	3,452.50	Open	N 04/06/2026 3,452.50
56804 00044470	HAKANSON ANDERSON ASSOC., INC SF328 2026 STREET REHAB PROJECT	02/28/2026 DROBERTSON		24,545.00	24,545.00	Open	N 04/06/2026
56805 00044472	HAKANSON ANDERSON ASSOC., INC SF603 TRUNK HWY 47 UTILITY IMPROVEMENTS 602-49490-40303	02/28/2026 DROBERTSON ENGINEERING FEES		67.50 67.50	67.50	Open	N 04/06/2026 67.50
56806 00044473	HAKANSON ANDERSON ASSOC., INC SF901-2026 GENERAL ENGINEERING FOR THE C 101-43100-40303 101-45200-40303 603-49500-40303 601-49440-40303 602-49490-40303	02/28/2026 DROBERTSON ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES ENGINEERING FEES		3,563.75 712.75 712.75 712.75 712.75 712.75	3,563.75	Open	N 04/06/2026 712.75 712.75 712.75 712.75 712.75
56807 00044474	HAKANSON ANDERSON ASSOC., INC SF905-2026 ROUTINE RETAINER SERVICES 101-43100-40303	02/28/2026 DROBERTSON ENGINEERING FEES		900.00 900.00	900.00	Open	N 04/06/2026 900.00

Total vendor 1645 - HAKANSON ANDERSON ASSOC., INC

37,957.50 37,957.50

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due Units	Status Quantity	Posted Post Date Unit Price
<b>Vendor 1175 - HAWKINS, INC</b>							
7368707 00044451	HAWKINS, INC FERRIC CHLORIDE 602-49490-40216	03/23/2026 DROBERTSON CHEMICALS		10,909.07 10,909.07	10,909.07	Open 1.00	N 04/06/2026 10,909.07
Total Vendor 1175 - HAWKINS, INC				10,909.07	10,909.07		
<b>Vendor 10818 - HOMETOWN HIGHLIGHTS</b>							
2020 00044393	HOMETOWN HIGHLIGHTS HOMETOWN HIGHLIGHTS ANNUAL MEMBERSHIP 609-49750-40340	03/16/2026 DROBERTSON ADVERTISING		1,500.00 1,500.00	1,500.00	Open 1.00	N 04/06/2026 1,500.00
Total Vendor 10818 - HOMETOWN HIGHLIGHTS				1,500.00	1,500.00		
<b>Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC</b>							
IN5084060 00044620	INNOVATIVE OFFICE SOLUTIONS, LLC OFFICE SUPPLIES 601-49440-40200 602-49490-40200	03/24/2026 DMULVIHILL OFFICE SUPPLIES OFFICE SUPPLIES		108.68 54.34 54.34	108.68	Open 1.00 1.00	N 04/06/2026 54.34 54.34
Total Vendor 4873 - INNOVATIVE OFFICE SOLUTIONS, LLC				108.68	108.68		
<b>Vendor 586 - ISD#15</b>							
5113 00044397	ISD#15 HYDRAULIC HOSES 101-43100-40218	03/18/2026 JSHOOK EQUIPMENT MAINTENANCE		70.43 70.43	70.43	Open 1.00	N 04/06/2026 70.43
Total Vendor 586 - ISD#15				70.43	70.43		
<b>Vendor 10825 - IUOE LOCAL #49</b>							
.04012026 00044624	IUOE LOCAL #49 PW UNION DUES APRIL 2026 101-00000-21707	04/01/2026 DROBERTSON UNION DUES		385.34 385.34	385.34	Open 1.00	N 04/06/2026 385.34
Total Vendor 10825 - IUOE LOCAL #49				385.34	385.34		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 10825 - IUOE LOCAL #49</b>							
<b>Vendor 154 - JOHNSON BROTHERS</b>							
1012686 00044419	JOHNSON BROTHERS LIQUOR	03/19/2026 CBUSKEY		2,677.03	2,677.03	Open	N 03/19/2026
	609-49751-40206	FREIGHT		26.98		1.00	26.98
	609-49751-40251	LIQUOR		2,650.05		1.00	2,650.05
1012688 00044420	JOHNSON BROTHERS LIQUOR	03/19/2026 CBUSKEY		2,212.66	2,212.66	Open	N 03/19/2026
	609-49751-40206	FREIGHT		29.44		1.00	29.44
	609-49751-40251	LIQUOR		2,183.22		1.00	2,183.22
1012687 00044421	JOHNSON BROTHERS WINE	03/19/2026 CBUSKEY		46.84	46.84	Open	N 03/19/2026
	609-49751-40206	FREIGHT		1.84		1.00	1.84
	609-49751-40253	WINE		45.00		1.00	45.00
1017907 00044587	JOHNSON BROTHERS WINE	03/26/2026 CBUSKEY		5,240.89	5,240.89	Open	N 03/26/2026
	609-49751-40206	FREIGHT		84.64		1.00	84.64
	609-49751-40253	WINE		5,156.25		1.00	5,156.25
1017906 00044588	JOHNSON BROTHERS LIQUOR	03/26/2026 CBUSKEY		2,377.56	2,377.56	Open	N 03/26/2026
	609-49751-40206	FREIGHT		62.56		1.00	62.56
	609-49751-40251	LIQUOR		2,315.00		1.00	2,315.00
1018487 00044590	JOHNSON BROTHERS LIQUOR	03/28/2026 CBUSKEY		2,356.25	2,356.25	Open	N 03/28/2026
	609-49751-40206	FREIGHT		46.00		1.00	46.00
	609-49751-40251	LIQUOR		2,310.25		1.00	2,310.25
Total Vendor 154 - JOHNSON BROTHERS					14,911.23	14,911.23	

**Vendor 10824 - LAW ENFORCEMENT LABOR SERVICES**

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 10824 - LAW ENFORCEMENTLABOR SERVICES</b>							
.04012026 00044622	LAW ENFORCEMENTLABOR SERVICES SERGEANTS DUES APRIL 2026 101-00000-21707	04/01/2026 DROBERTSON UNION DUES		73.00	73.00	Open	N 04/06/2026 73.00
.040120261 00044623	LAW ENFORCEMENTLABOR SERVICES POLICE DUES APRIL 2026 101-00000-21707	04/01/2026 DROBERTSON UNION DUES		657.00	657.00	Open	N 04/06/2026 657.00
Total Vendor 10824 - LAW ENFORCEMENTLABOR SERVICES				730.00	730.00		
<b>Vendor 165 - LMC INSURANCE TRUST</b>							
PROPERTY #3 00044625	LMC INSURANCE TRUST 3RD INSTALLMENT PROPERTY 101-41110-40360 101-41400-40360 101-41410-40360 101-41500-40360 101-41600-40360 101-41910-40360 101-41940-40360 101-42110-40360 101-42400-40360 101-43100-40360 101-43210-40360 101-45000-40360 101-45200-40360 101-49200-40360 601-49440-40360 602-49490-40360 609-49750-40360	03/09/2026 DMULVIHILL INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE INSURANCE		46,887.00 98.47 3,336.57 23.45 543.92 168.80 670.53 811.20 9,236.33 482.97 5,125.08 164.12 4.69 5,439.24 14.07 5,931.59 9,063.84 5,772.13	46,887.00	Open	N 04/06/2026 98.47 3,336.57 23.45 543.92 168.80 670.53 811.20 9,236.33 482.97 5,125.08 164.12 4.69 5,439.24 14.07 5,931.59 9,063.84 5,772.13
Total Vendor 165 - LMC INSURANCE TRUST				46,887.00	46,887.00		
<b>Vendor 202 - MCDONALD DIST CO</b>							
851987 00044386	MCDONALD DIST CO BEER/NA 609-49751-40255 609-49751-40206 609-49751-40252	03/17/2026 CBUSKEY NA FREIGHT BEER		12,165.85 216.00 7.00 11,942.85	12,165.85	Open	N 03/17/2026 216.00 7.00 11,942.85

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 41.

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	
<b>Vendor 202 - MCDONALD DIST CO</b>							
852872 00044459	MCDONALD DIST CO BEER 609-49751-40252	03/24/2026 CBUSKEY		(292.50)	(292.50)	Open	N 03/24/2026 (292.50)
	BEER			(292.50)		1.00	
852869 00044460	MCDONALD DIST CO BEER/WINE 609-49751-40253 609-49751-40252	03/24/2026 CBUSKEY		4,002.75	4,002.75	Open	N 03/24/2026
	WINE			314.60		1.00	314.60
	BEER			3,688.15		1.00	3,688.15
Total Vendor 202 - MCDONALD DIST CO				15,876.10	15,876.10		
<b>Vendor 3689 - METRO SALES, INC</b>							
INV3039561 00044396	METRO SALES, INC COPIES-CITY HALL 101-41400-40200	03/16/2026 DMULVIHILL		203.51	203.51	Open	N 04/06/2026 203.51
	OFFICE SUPPLIES			203.51		1.00	
INV3042261 00044471	METRO SALES, INC COPIES-PW 101-43100-40240 101-45200-40240 601-49440-40240 602-49490-40240	03/19/2026 DMULVIHILL		258.74	258.74	Open	N 04/06/2026
	OFFICE EQUIP			64.68		1.00	64.68
	OFFICE EQUIP			64.68		1.00	64.68
	OFFICE EQUIP			64.68		1.00	64.68
	OFFICE EQUIP			64.70		1.00	64.70
Total Vendor 3689 - METRO SALES, INC				462.25	462.25		
<b>Vendor 181 - METRO WEST INSPECTIONS SERVICE</b>							
4973 00044630	METRO WEST INSPECTIONS SERVICE PERMITS FINALIZED MARCH 2026 101-42400-40311	03/23/2026 DROBERTSON		2,126.14	2,126.14	Open	N 04/06/2026
	CONTRACT			2,126.14		1.00	2,126.14
Total Vendor 181 - METRO WEST INSPECTIONS SERVICE				2,126.14	2,126.14		
<b>Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
<b>Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION</b>							
68741							
00044611	MN MUNICIPAL UTILITIES ASSOCIATION	04/01/2026		7,422.50	7,422.50	Open	N
	SAFETY MANAGEMENT PROGRAM Q2		DROBERTSON				04/06/2026
	101-41400-40311		CONTRACT	927.81		1.00	927.81
	101-42110-40311		CONTRACT	927.81		1.00	927.81
	101-42210-40705		RUM RIVER FIRE EXPENSES	927.82		1.00	927.82
	101-43100-40311		CONTRACT	927.81		1.00	927.81
	101-45200-40311		CONTRACT	927.81		1.00	927.81
	601-49440-40311		CONTRACT	927.81		1.00	927.81
	602-49490-40311		CONTRACT	927.81		1.00	927.81
	609-49750-40311		CONTRACT	927.82		1.00	927.82
Total Vendor 3505 - MN MUNICIPAL UTILITIES ASSOCIATION				7,422.50	7,422.50		
<b>Vendor 4745 - MN NCPERS LIFE INSURANCE</b>							
733400042026							
00044390	MN NCPERS LIFE INSURANCE	03/01/2026		112.00	112.00	Open	N
	APRIL 2026 COVERAGE		DROBERTSON				04/06/2026
	101-00000-21713		MN LIFE	112.00		1.00	112.00
Total Vendor 4745 - MN NCPERS LIFE INSURANCE				112.00	112.00		
<b>Vendor 10727 - NELSON SANITATION &amp; RENTAL, INC</b>							
INV/2026/2884							
00044612	NELSON SANITATION & RENTAL, INC	03/31/2026		165.00	165.00	open	N
	SIWEK PARK HANDICAP UNIT & WINTER FEE		DROBERTSON				04/06/2026
	101-45200-40311		CONTRACT	165.00		1.00	165.00
INV/2026/2883							
00044613	NELSON SANITATION & RENTAL, INC	03/31/2026		165.00	165.00	Open	N
	SEELEY BROOK PARK HANDICAP UNIT & WINTER		DROBERTSON				04/06/2026
	101-45200-40311		CONTRACT	165.00		1.00	165.00
INV/2026/2868							
00044614	NELSON SANITATION & RENTAL, INC	03/31/2026		265.00	265.00	open	N
	COMMUNITY PARK HANDICAP, MONTHLY, & WINT		DROBERTSON				04/06/2026
	101-45200-40311		CONTRACT	265.00		1.00	265.00
Total Vendor 10727 - NELSON SANITATION & RENTAL, INC				595.00	595.00		
<b>Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC</b>							
49861 00044426	NYSTROM PUBLISHING COMPANY, INC	03/18/2026		2,177.93	2,177.93	Open	N
	SPRING 2026 RECYLING NEWSLETTER AND POST DROBERTSON						04/06/2026
	101-43210-40439	RECYCLING DAYS		217.79		1.00	217.79
	609-49750-40441	MISCELLANEOUS		217.79		1.00	217.79
	602-49490-40441	MISCELLANEOUS		217.79		1.00	217.79
	601-49440-40441	MISCELLANEOUS		217.79		1.00	217.79
	101-45200-40441	MISCELLANEOUS		217.79		1.00	217.79
	101-43100-40441	MISCELLANEOUS		217.79		1.00	217.79
	101-42400-40352	GENERAL PUBLISHING		217.80		1.00	217.80
	101-42110-40441	MISCELLANEOUS		217.80		1.00	217.80
	101-41400-40441	MISCELLANEOUS		217.80		1.00	217.80
	101-41110-40344	NEWSLETTER		217.79		1.00	217.79
Total Vendor 10369 - NYSTROM PUBLISHING COMPANY, INC				2,177.93	2,177.93		
<b>Vendor 4605 - OPUS 21</b>							
260246 00044392	OPUS 21	03/14/2026		3,246.06	3,246.06	Open	N
	FEBRUARY 2026 SERVICES	DROBERTSON					04/06/2026
	601-49440-40382	UTILITY BILLING		1,623.03		1.00	1,623.03
	602-49490-40382	UTILITY BILLING		1,623.03		1.00	1,623.03
Total Vendor 4605 - OPUS 21				3,246.06	3,246.06		
<b>Vendor 3753 - PAUSTIS WINE COMPANY</b>							
290370 00044458	PAUSTIS WINE COMPANY	03/24/2026		176.00	176.00	Open	N
	WINE	CBUSKEY					03/24/2026
	609-49751-40206	FREIGHT		8.00		1.00	8.00
	609-49751-40253	WINE		168.00		1.00	168.00
Total Vendor 3753 - PAUSTIS WINE COMPANY				176.00	176.00		
<b>Vendor 214 - PHILLIPS WINE &amp; SPIRITS CO</b>							
5143846 00044422	PHILLIPS WINE & SPIRITS CO	03/19/2026		106.58	106.58	Open	N
	WINE	CBUSKEY					03/19/2026
	609-49751-40206	FREIGHT		3.68		1.00	3.68
	609-49751-40253	WINE		102.90		1.00	102.90

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due Units	Status Quantity	Posted Post Date Unit Price
<b>Vendor 214 - PHILLIPS WINE &amp; SPIRITS CO</b>							
5143847 00044423	PHILLIPS WINE & SPIRITS CO MISC	03/19/2026		33.34	33.34	Open	N 03/19/2026
	609-49751-40206	FREIGHT		1.84		1.00	1.84
	609-49751-40254	MISCELLANEOUS MERCHANDISE		31.50		1.00	31.50
5147761 00044583	PHILLIPS WINE & SPIRITS CO LIQUOR	03/26/2026		571.33	571.33	Open	N 03/26/2026
	609-49751-40206	FREIGHT		8.28		1.00	8.28
	609-49751-40251	LIQUOR		563.05		1.00	563.05
5147762 00044584	PHILLIPS WINE & SPIRITS CO WINE	03/26/2026		300.90	300.90	Open	N 03/26/2026
	609-49751-40206	FREIGHT		18.40		1.00	18.40
	609-49751-40253	WINE		282.50		1.00	282.50
Total Vendor 214 - PHILLIPS WINE & SPIRITS CO					1,012.15	1,012.15	
<b>Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC</b>							
B021647 00044389	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1	03/17/2026		322.00	322.00	Open	N 04/06/2026
	602-49490-40313	DROBERTSON SAMPLE TESTING		322.00		1.00	322.00
B021686 00044416	RMB ENVIRONMENTAL LABORATORIES, INC ALL WEEKS COOLER 2	03/19/2026		218.00	218.00	Open	N 04/06/2026
	602-49490-40313	DROBERTSON SAMPLE TESTING		218.00		1.00	218.00
B021725 00044425	RMB ENVIRONMENTAL LABORATORIES, INC PROJECT 99	03/18/2026		80.00	80.00	Open	N 04/06/2026
	602-49490-40313	DROBERTSON SAMPLE TESTING		80.00		1.00	80.00
B021731 00044450	RMB ENVIRONMENTAL LABORATORIES, INC WEEKS 2-4 COOLER 1	03/23/2026		238.00	238.00	Open	N 04/06/2026
	602-49490-40313	DROBERTSON SAMPLE TESTING		238.00		1.00	238.00

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

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Agenda Item # 4I.

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
<b>Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC</b>							
B021766							
00044578	RMB ENVIRONMENTAL LABORATORIES, INC	03/25/2026		188.00	188.00	Open	N
	ALL WEEKS COOLER 2		DROBERTSON				04/06/2026
	602-49490-40313	SAMPLE TESTING		188.00		1.00	188.00
<b>B021797</b>							
00044610	RMB ENVIRONMENTAL LABORATORIES, INC	03/30/2026		238.00	238.00	Open	N
	WEEKS 2-4 COOLER 1		DROBERTSON				04/06/2026
<b>B021839</b>							
00044629	RMB ENVIRONMENTAL LABORATORIES, INC	03/31/2026		188.00	188.00	Open	N
	ALL WEEKS COOLER 2		DROBERTSON				04/06/2026
Total Vendor 9925 - RMB ENVIRONMENTAL LABORATORIES, INC					<u>1,472.00</u>	<u>1,472.00</u>	
<b>Vendor 8827 - SEH, INC</b>							
501380							
00044435	SEH, INC	01/09/2026		174.43	174.43	Open	N
	WARMING HOUSE GRANT		JSHOOK				04/06/2026
	226-45100-40457	WARMING HOUSE IMPROVEMENTS		174.43		1.00	174.43
Total Vendor 8827 - SEH, INC					<u>174.43</u>	<u>174.43</u>	
<b>Vendor 170 - SORENSON, MARK</b>							
2026-1							
00044628	SORENSON, MARK	04/01/2026		342.00	342.00	Open	N
	TRAPPING		JSHOOK				04/06/2026
	101-43100-40311	CONTRACT		342.00		1.00	342.00
Total Vendor 170 - SORENSON, MARK					<u>342.00</u>	<u>342.00</u>	
<b>Vendor 7455 - SOUTHERN GLAZERS OF MN</b>							
9688370							
00044410	SOUTHERN GLAZERS OF MN	03/18/2026		(1,119.15)	(1,119.15)	Open	N
	LIQUOR		CBUSKEY				03/18/2026
	609-49751-40251	LIQUOR		(1,119.15)		1.00	(1,119.15)
<b>2736986</b>							
00044417	SOUTHERN GLAZERS OF MN	03/19/2026		5,002.30	5,002.30	Open	N
	LIQUOR		CBUSKEY				03/19/2026
	609-49751-40206	FREIGHT		65.28		1.00	65.28
	609-49751-40251	LIQUOR		4,937.02		1.00	4,937.02

**INVOICE REGISTER FOR CITY OF ST. FRANCIS**

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

**Invoice Number**

Inv Ref #	Vendor Description Inventory GL Distribution	Invoice Date Entered By	Due Date	Invoice Amount	Amount Due Units	Status Quantity	Posted Post Date Unit Price
<b>Vendor 7455 - SOUTHERN GLAZERS OF MN</b>							
2736987 00044418	SOUTHERN GLAZERS OF MN WINE	03/19/2026 CBUSKEY		219.12	219.12	Open	N 03/19/2026
	609-49751-40206	FREIGHT		10.24		1.00	10.24
	609-49751-40253	WINE		208.88		1.00	208.88
2739537 00044581	SOUTHERN GLAZERS OF MN WINE	03/26/2026 CBUSKEY		137.60	137.60	open	N 03/26/2026
	609-49751-40206	FREIGHT		1.60		1.00	1.60
	609-49751-40253	WINE		136.00		1.00	136.00
2739536 00044582	SOUTHERN GLAZERS OF MN LIQUOR	03/26/2026 CBUSKEY		1,267.20	1,267.20	open	N 03/26/2026
	609-49751-40206	FREIGHT		7.04		1.00	7.04
	609-49751-40251	LIQUOR		1,260.16		1.00	1,260.16
Total Vendor 7455 - SOUTHERN GLAZERS OF MN					<u>5,507.07</u>	<u>5,507.07</u>	
<b>Vendor 7007 - STERICYCLE, INC</b>							
3001168942 00044609	STERICYCLE, INC SHREDDING	03/03/2026 DROBERTSON		825.60	825.60	Open	N 04/06/2026
	101-43210-40439	RECYCLING DAYS		825.60		1.00	825.60
Total Vendor 7007 - STERICYCLE, INC					<u>825.60</u>	<u>825.60</u>	
<b>Vendor 863 - THE BERNICK COMPANIES</b>							
10469823 00044414	THE BERNICK COMPANIES BEER	03/19/2026 CBUSKEY		681.20	681.20	Open	N 03/19/2026
	609-49751-40252	BEER		681.20		1.00	681.20
10472298 00044580	THE BERNICK COMPANIES BEER	03/26/2026 CBUSKEY		990.70	990.70	Open	N 03/26/2026
	609-49751-40252	BEER		990.70		1.00	990.70
Total Vendor 863 - THE BERNICK COMPANIES					<u>1,671.90</u>	<u>1,671.90</u>	
<b>Vendor 9559 - TIMESAVER OFF SITE SEC. INC</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
<b>Vendor 9559 - TIMESAVER OFF SITE SEC. INC</b>							
32074							
00044617	TIMESAVER OFF SITE SEC. INC CITY COUNCIL MEETING 3/16/2026	03/31/2026 DROBERTSON		314.50	314.50	Open	N 04/06/2026
32076							
00044618	TIMESAVER OFF SITE SEC. INC PLANNING COMMISSION MEETING 3/18/2026 101-41910-40311	03/31/2026 DROBERTSON CONTRACT		178.00 178.00	178.00	Open	N 04/06/2026 1.00 178.00
Total Vendor 9559 - TIMESAVER OFF SITE SEC. INC				492.50	492.50		
<b>Vendor 10647 - TRUE NORTH PSYCHOLOGY &amp; CONSULTING, LLC</b>							
1268							
00044448	TRUE NORTH PSYCHOLOGY & CONSULTING, FEBRUARY 2026 FIRE & POLICE SESSIONS 103-42110-40300 101-42210-40705	03/22/2026 DROBERTSON PROFESSIONAL SERVICES RUM RIVER FIRE EXPENSES		320.00 160.00 160.00	320.00	Open	N 04/06/2026 1.00 160.00 1.00 160.00
Total Vendor 10647 - TRUE NORTH PSYCHOLOGY & CONSULTING, LLC				320.00	320.00		
<b>Vendor 10641 - UNION HERALD</b>							
52941							
00044391	UNION HERALD ANOKA COUNTY UNION HERALD FEBRUARY 2026 101-41400-40433	02/28/2026 DROBERTSON DUES AND SUBSCRIPTIONS		22.50 22.50	22.50	Open	N 04/06/2026 1.00 22.50
Total Vendor 10641 - UNION HERALD				22.50	22.50		
<b>Vendor 10823 - VICTORY BUILDING SERVICES</b>							
0629903							
00044604	VICTORY BUILDING SERVICES FLOOR WAXING AT PW BUILDING 101-43100-40401 101-45200-40401 601-49440-40401 602-49490-40401 101-42110-40401	03/30/2026 DROBERTSON BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE BUILDINGS MAINTENANCE		1,275.00 255.00 255.00 255.00 255.00 255.00	1,275.00	open	N 04/06/2026 1.00 255.00 1.00 255.00 1.00 255.00 1.00 255.00
Total Vendor 10823 - VICTORY BUILDING SERVICES				1,275.00	1,275.00		
<b>Vendor 4344 - VINOCOPIA, INC</b>							

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
<b>Vendor 4344 - VINOCOPIA, INC</b>							
0391842							
00044428	VINOCOPIA, INC	03/20/2026		1,106.00	1,106.00	Open	N
	LIQUOR		CBUSKEY				03/20/2026
	609-49751-40206	FREIGHT		18.00		1.00	18.00
	609-49751-40253	WINE		1,088.00		1.00	1,088.00
Total Vendor 4344 - VINOCOPIA, INC					<u>1,106.00</u>	<u>1,106.00</u>	
<b>Vendor 3742 - YALE MECHANICAL</b>							
280473							
00044592	YALE MECHANICAL	03/27/2026		195.00	195.00	open	N
	MID-SEASON HVAC MAINTENANCE AT WW BLDG		DROBERTSON				04/06/2026
	602-49490-40401	BUILDINGS MAINTENANCE		195.00		1.00	195.00
280477							
00044593	YALE MECHANICAL	03/27/2026		111.00	111.00	Open	N
	MID-SEASON HVAC MAINTENANCE WARMING HOUS		DROBERTSON				04/06/2026
	101-45200-40401	BUILDINGS MAINTENANCE		111.00		1.00	111.00
280489							
00044594	YALE MECHANICAL	03/27/2026		111.00	111.00	open	N
	MID-SEASON HVAC MAINTENANCE BOTTLE SHOP		DROBERTSON				04/06/2026
	609-49750-40228	EQUIPMENT MAINTENANCE		111.00		1.00	111.00
280440							
00044601	YALE MECHANICAL	03/30/2026		759.00	759.00	Open	N
	MID-SEASON HVAC MAINTENANCE CITY HALL		DROBERTSON				04/06/2026
	101-41940-40401	BUILDINGS MAINTENANCE		759.00		1.00	759.00
280474							
00044603	YALE MECHANICAL	03/30/2026		531.00	531.00	open	N
	MID-SEASON HVAC MAINTENANCE PW		DROBERTSON				04/06/2026
	101-43100-40401	BUILDINGS MAINTENANCE		132.75		1.00	132.75
	101-45200-40401	BUILDINGS MAINTENANCE		132.75		1.00	132.75
	601-49440-40401	BUILDINGS MAINTENANCE		132.75		1.00	132.75
	602-49490-40401	BUILDINGS MAINTENANCE		132.75		1.00	132.75
284037							
00044619	YALE MECHANICAL	03/31/2026		1,398.22	1,398.22	Open	N
	BOILER MAINTENANCE - WW		DROBERTSON				04/06/2026
	602-49490-40401	BUILDINGS MAINTENANCE		1,398.22		1.00	1,398.22
Total Vendor 3742 - YALE MECHANICAL					<u>3,105.22</u>	<u>3,105.22</u>	

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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 3742 - YALE MECHANICAL

# of Invoices:	92	# Due: 92	Totals:	239,328.05	239,328.05
# of Credit Memos:	5	# Due: 5	Totals:	(2,083.17)	(2,083.17)
Net of Invoices and Credit Memos:				237,244.88	237,244.88

--- TOTALS BY GL BANK ---

GNCKG

237,244.88

--- TOTALS BY GL DISTRIBUTIONS ---

101-00000-21707	1,115.34
101-00000-21713	112.00
101-41110-40344	217.79
101-41110-40360	98.47
101-41400-40200	203.51
101-41400-40311	927.81
101-41400-40360	3,336.57
101-41400-40433	22.50
101-41400-40441	217.80
101-41410-40360	23.45
101-41500-40360	543.92
101-41540-40301	14,311.25
101-41600-40360	168.80
101-41910-40303	67.50
101-41910-40311	178.00
101-41910-40360	670.53
101-41940-40360	811.20
101-41940-40401	759.00
101-42110-40308	30.00
101-42110-40311	16,525.81
101-42110-40360	9,236.33
101-42110-40401	696.00
101-42110-40437	26.50
101-42110-40441	217.80
101-42210-40705	1,087.82
101-42400-40311	2,126.14
101-42400-40352	217.80
101-42400-40360	482.97
101-43100-40212	865.20
101-43100-40217	122.37
101-43100-40218	70.43
101-43100-40240	64.68
101-43100-40303	1,612.75
101-43100-40311	1,269.81

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
	101-43100-40360			5,125.08			
	101-43100-40401			387.75			
	101-43100-40441			217.79			
	101-43210-40360			164.12			
	101-43210-40439			1,043.39			
	101-45000-40360			4.69			
	101-45200-40212			865.20			
	101-45200-40240			64.68			
	101-45200-40303			712.75			
	101-45200-40311			1,522.81			
	101-45200-40360			5,439.24			
	101-45200-40401			498.75			
	101-45200-40441			217.79			
	101-49200-40360			14.07			
	103-42110-40300			160.00			
	226-45100-40457			174.43			
	405-43100-40303			4,832.50			
	405-43100-40810			852.50			
	601-49440-40200			54.34			
	601-49440-40212			865.20			
	601-49440-40229			57.06			
	601-49440-40240			64.68			
	601-49440-40301			1,471.25			
	601-49440-40303			712.75			
	601-49440-40311			927.81			
	601-49440-40360			5,931.59			
	601-49440-40382			1,623.03			
	601-49440-40401			387.75			
	601-49440-40441			217.79			
	602-49490-40200			54.34			
	602-49490-40212			865.20			
	602-49490-40216			10,909.07			
	602-49490-40229			57.05			
	602-49490-40237			516.33			
	602-49490-40240			64.70			
	602-49490-40301			971.25			
	602-49490-40303			780.25			
	602-49490-40311			927.81			
	602-49490-40313			1,046.00			
	602-49490-40360			9,063.84			
	602-49490-40382			1,623.03			
	602-49490-40401			1,980.97			
	602-49490-40441			217.79			
	603-49500-40303			712.75			
	609-49750-40210			66.00			
	609-49750-40228			111.00			
	609-49750-40301			3,471.25			
	609-49750-40311			927.82			
	609-49750-40340			1,500.00			

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

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
	609-49750-40360			5,772.13			
	609-49750-40441			217.79			
	609-49751-40206			465.25			
	609-49751-40251			17,919.64			
	609-49751-40252			38,480.15			
	609-49751-40253			7,502.13			
	609-49751-40254			574.82			
	609-49751-40255			707.30			
	609-49751-40256			2,922.40			
	609-49751-40257			758.43			
	803-00000-22011			645.00			
	803-00000-22027			405.00			
	803-00000-22031			818.75			
	803-00000-22035			580.00			
	803-00000-22037			202.50			
	803-00000-22043			477.50			
--- TOTALS BY FUND ---							
	101 GENERAL FUND			74,715.96	74,715.96		
	103 PUBLIC SAFETY FUNDS			160.00	160.00		
	226 PARK FUND			174.43	174.43		
	405 STREET IMPROVEMENT FUND			5,685.00	5,685.00		
	601 WATER FUND			12,313.25	12,313.25		
	602 SEWER FUND			29,077.63	29,077.63		
	603 STORM WATER FUND			712.75	712.75		
	609 LIQUOR FUND			81,396.11	81,396.11		
	803 ESCROW			3,128.75	3,128.75		
--- TOTALS BY DEPT/ACTIVITY ---							
	00000 UNASSIGNED			4,356.09	4,356.09		
	41110 CITY COUNCIL			316.26	316.26		
	41400 ADMINISTRATION			4,708.19	4,708.19		
	41410 ELECTIONS			23.45	23.45		
	41500 FINANCE			543.92	543.92		
	41540 AUDITING & ACCOUNTING			14,311.25	14,311.25		
	41600 LEGAL			168.80	168.80		
	41910 COMMUNITY DEVELOPMENT			916.03	916.03		
	41940 BUILDINGS			1,570.20	1,570.20		
	42110 POLICE			26,892.44	26,892.44		
	42210 FIRE			1,087.82	1,087.82		
	42400 BUILDING INSPECTIONS			2,826.91	2,826.91		
	43100 STREETS			15,420.86	15,420.86		
	43210 RECYCLING			1,207.51	1,207.51		
	45000 COMMUNITY CENTER			4.69	4.69		
	45100 RECREATION			174.43	174.43		
	45200 PARKS			9,321.22	9,321.22		
	49200 UNALLOCATED			14.07	14.07		
	49440 WATER DEPT			12,313.25	12,313.25		

INVOICE REGISTER FOR CITY OF ST. FRANCIS

EXP CHECK RUN DATES 04/07/2026 - 04/07/2026

POSTED AND UNPOSTED

OPEN - CHECK TYPE: PAPER CHECK

Agenda Item # 4I.

Invoice Number

Inv Ref #	Vendor Description	Invoice Date	Due Date	Invoice Amount	Amount Due	Status	Posted Post Date
Inventory	GL Distribution	Entered By			Units	Quantity	Unit Price
	49490 SEWER DEPT			29,077.63	29,077.63		
	49500 STORM WATER DEPT			712.75	712.75		
	49750 LIQUOR STORE			12,065.99	12,065.99		
	49751 MERCHANDISE PURCHASES			69,330.12	69,330.12		

CHECK REGISTER FOR CITY OF ST. FRANCIS

CHECK DATE 01/01/2026 - 02/28/2026

Agenda Item # 41.

BANK CODE: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: EFT

Check Date	Check	Vendor Name	Amount
<b>Bank GNCKG GENERAL CHECKING ACCOUNT</b>			
<b>Check Type: EFT Transfer GNCKG</b>			
01/02/2026	4246(E)	EFTPS	28,691.59
01/02/2026	4247(E)	ICMA	240.00
01/02/2026	4248(E)	PERA	29,576.81
01/02/2026	4249(E)	RHS HEALTHCARE SAVINGS	29,364.29
01/02/2026	4250(E)	STATE	6,338.28
01/02/2026	4251(E)	VOYA	1,900.00
01/07/2026	4260(E)	ACE SOLID WASTE, INC	1,962.59
01/07/2026	4261(E)	CITY HIVE	99.00
01/07/2026	4262(E)	COLONIAL INSURANCE	351.86
01/07/2026	4263(E)	DELTA DENTAL	2,501.48
01/07/2026	4264(E)	HEALTH PARTNERS	48,599.09
01/07/2026	4265(E)	SPOT ON-LIQUOR CC	5,539.03
01/07/2026	4266(E)	SUN LIFE FINANCIAL	2,926.87
01/07/2026	4267(E)	WEX CARD	4,898.10
01/15/2026	4268(E)	EFTPS	28,987.75
01/15/2026	4269(E)	ICMA	240.00
01/15/2026	4270(E)	PERA	29,009.35
01/15/2026	4271(E)	RHS HEALTHCARE SAVINGS	739.74
01/15/2026	4272(E)	STATE	6,393.32
01/15/2026	4273(E)	VOYA	1,900.00
01/21/2026	4274(E)	AZ DEPARTMENT OF ECONOMIC SEC	158.00
01/21/2026	4275(E)	EFTPS	2,737.38
01/21/2026	4276(E)	MN DEPARTMENT OF REVENUE	240.11
01/21/2026	4277(E)	PERA	40.00
01/21/2026	4278(E)	STATE	350.26
01/26/2026	4279(E)	CAYAN	69.90
01/26/2026	4280(E)	CINTAS	625.36
01/26/2026	4281(E)	CONNEXUS ENERGY	19,812.77
01/26/2026	4282(E)	ENTERPRISE FLEET MGMT	55,986.45
01/26/2026	4283(E)	INVOICE CLOUD, INC	1,168.10
01/26/2026	4284(E)	MN DEPT OF REVENUE-SALES TAX	31,025.00
01/26/2026	4285(E)	NEW BENEFITS (FRESH BENIES)	479.70
01/26/2026	4286(E)	RUM RIVER FIRE DISTRICT	424,350.00
01/26/2026	4287(E)	VILLAGE BANK	51.30
01/10/2026	4288(E)	US BANK CREDIT CARD	17,762.62
01/29/2026	4291(E)	EFTPS	31,477.45
01/29/2026	4292(E)	ICMA	240.00
01/29/2026	4293(E)	PERA	28,682.53
01/29/2026	4294(E)	RHS HEALTHCARE SAVINGS	765.54
01/29/2026	4295(E)	STATE	6,767.80
01/29/2026	4296(E)	VOYA	1,900.00
01/31/2026	4297(E)	ALERUS	240.00
01/31/2026	4298(E)	BOND TRUST SERVICES	1,481,841.26
01/31/2026	4299(E)	CENTERPOINT ENERGY	10,896.01
01/31/2026	4300(E)	MN PAID LEAVE-SUNLIFE	3,311.01
01/31/2026	4301(E)	MN UNEMPLOYMENT INSURANCE	686.21
01/31/2026	4302(E)	U S BANK EQUIPMENT FINANCE	994.08
01/31/2026	4303(E)	VILLAGE BANK	196.85
01/01/2026	4304(E)	RUM RIVER FIRE DISTRICT	10,000.41
02/12/2026	4305(E)	EFTPS	29,647.77
02/12/2026	4306(E)	ICMA	240.00
02/12/2026	4307(E)	PERA	28,340.40
02/12/2026	4308(E)	RHS HEALTHCARE SAVINGS	727.45
02/12/2026	4309(E)	STATE	6,403.60
02/12/2026	4310(E)	VOYA	1,990.00
02/18/2026	4311(E)	EFTPS	818.06
02/18/2026	4312(E)	MN DEPARTMENT OF REVENUE	240.11
02/18/2026	4313(E)	PERA	40.00
02/18/2026	4314(E)	STATE	15.45
02/11/2026	4315(E)	ACE SOLID WASTE, INC	1,962.59
02/11/2026	4316(E)	CINTAS	714.98
02/11/2026	4317(E)	CITY HIVE	99.00
02/11/2026	4318(E)	COLONIAL INSURANCE	351.86
02/11/2026	4319(E)	DELTA DENTAL	2,592.52
02/11/2026	4320(E)	HEALTH PARTNERS	48,269.68
02/11/2026	4321(E)	INVOICE CLOUD, INC	1,129.95
02/11/2026	4322(E)	NEW BENEFITS (FRESH BENIES)	495.69
02/11/2026	4323(E)	SPOT ON-LIQUOR CC	4,599.55
02/11/2026	4324(E)	SUN LIFE FINANCIAL	3,018.14

CHECK REGISTER FOR CITY OF ST. FRANCIS

CHECK DATE 01/01/2026 - 02/28/2026

Agenda Item # 41.

BANK CODE: GNCKG - GENERAL CHECKING ACCOUNT - CHECK TYPE: EFT  
**Vendor Name** **Amount**

Check Date	Check	Vendor Name	Amount
<b>Bank GNCKG GENERAL CHECKING ACCOUNT</b>			
<b>Check Type: EFT Transfer GNCKG</b>			
02/11/2026	4325(E)	WEX CARD	4,092.68
02/10/2026	4326(E)	US BANK CREDIT CARD	31,280.29
02/26/2026	4330(E)	EFTPS	29,352.36
02/26/2026	4331(E)	ICMA	240.00
02/26/2026	4332(E)	PERA	29,108.93
02/26/2026	4333(E)	RHS HEALTHCARE SAVINGS	761.43
02/26/2026	4334(E)	STATE	6,460.51
02/26/2026	4335(E)	VOYA	1,940.00
02/28/2026	4336(E)	ALERUS	50.00
02/28/2026	4337(E)	CAYAN	69.90
02/28/2026	4338(E)	CENTERPOINT ENERGY	15,448.20
02/28/2026	4339(E)	CONNEXUS ENERGY	23,040.70
02/28/2026	4340(E)	ENTERPRISE FLEET MGMT	27,818.69
02/28/2026	4341(E)	MN DEPT OF REVENUE-SALES TAX	24,477.00
02/28/2026	4342(E)	MN PAID LEAVE-SUNLIFE	3,175.81
02/28/2026	4343(E)	MN PUBLIC FACILITIES AUTHORIT	79,794.92
02/28/2026	4344(E)	RUM RIVER FIRE DISTRICT	448,777.00
02/28/2026	4345(E)	U S BANK EQUIPMENT FINANCE	751.94
02/28/2026	4346(E)	VILLAGE BANK	197.20
Total EFT Transfer:			3,221,649.61
<b>GNCKG TOTALS:</b>			
Total of 88 Checks:			3,221,649.61
Less 0 Void Checks:			0.00
Total of 88 Disbursements:			3,221,649.61



CITY COUNCIL AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: City Charter Amendment to Section 2.05 Vacancies in Office
DATE: April 6, 2026

OVERVIEW:

Updates to the City Charter can be necessary as the city makes changes through budget, policy or through changes in state law. The following item has been identified in the current city charter.

2.01 Vacancies In Office.

Current language: In such case the Council shall by resolution declare the vacancy to exist shall power and publish notice of vacancy and after thirty (30) days, appoint an eligible person to fill the vacancy until the next Municipal election

Proposed language: In such case the Council shall by resolution declare the vacancy to exist shall power and publish notice of vacancy and after fourteen (14) calendar days, appoint an eligible person to fill the vacancy until the next Municipal election

Per City Charter, when a vacancy occurs Council declares a resolution. At that time, we must wait 30 days before the process of filling the seat takes place. Currently, the applications are collected during the 30-day period and interviews and completed around 40 days. The council ends up being short on members for roughly 60 days. Shortening the application process would not eliminate the steps taken to fill a seat. With the ability to publish vacancies quickly through the website and social media, staff propose shortening this vacancy time to 14 days. Lengthy vacancies can have a direct impact on ordinances and processes and with our current technology, the city is no longer dependent on printed papers which delayed actions.

**Timeline for Charter Amendments:**

- March 16 – Public Hearing
- March 16 – First Reading
- April 6 – Second Reading
- April 10 – Public Notice in Anoka Union Herald
- July 9 - Effective

**Requested Action:**

Motion, Second to (approve / disapprove / continue) to the City Council to adjust the language to reduce the vacancy length from 30 days to 14 days.

**Attachments:**

- Ordinance 353 – amending the City Charter relating to Section 2.05 “Vacancies in Office”

**ORDINANCE 353**  
**CITY OF ST. FRANCIS**  
**ANOKA COUNTY**

**AN ORDINANCE AMENDING THE CITY CHARTER RELATING TO SECTION 2.05**  
**“VACANCIES IN OFFICE”**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 2, Section 2.05, of the St. Francis City Charter be amended as follows:

**Section 2.05. Vacancies in Office.** A vacancy in office on the Council shall be deemed to exist in the case of the failure of any person elected or appointed to the Council to qualify on or before the date of the second regular meeting of the Council following the person’s election or appointment, or by reason of the death, resignation, removal from office, removal from the City, continuous absence from the City or from Council meetings for more than (3) months unless excused by the Council, being adjudged incompetent by a Court of appropriate jurisdiction, or conviction of a felony of any such person after his qualification. In such case the Council shall by resolution declare the vacancy to exist shall post and publish notice of vacancy and after ~~thirty~~ ~~(30)~~ fourteen (14) calendar days, appoint an eligible person to fill the vacancy until the next Municipal election.

Section 2. Effective Date. This ordinance shall take effect 90 days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>TH</sup> DAY OF APRIL, 2026.

APPROVED:

\_\_\_\_\_  
Mark Vogel, Mayor

ATTEST:

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



CITY COUNCIL AGENDA REPORT

TO: Mayor and Council
FROM: Kate Thunstrom, City Administrator
SUBJECT: City Charter Amendment to Section 3.09 When Ordinances take effect
DATE: April 6, 2026

OVERVIEW:

Updates to the City Charter can be necessary as the city makes changes through budget, policy or through changes in state law. The following item has been identified in the current city charter.

3.09 When Ordinances and Resolutions Take Effect.

Current language: Every other Ordinance shall take effect 30 days after the date of publication or at such later date as fixed therein. If during the 30 days after the publication or before such later date if a later date is fixed in the Ordinance, a petition be made for Referendum by such percentage of the electors of the City...

Proposed language: Every other Ordinance shall take effect 7 days after the date of publication or at such later date as fixed therein. If during the 7 days after the date of publication or before such later date if a later date is fixed in the Ordinance, a petition be made for Referendum by such percentage of the electors of the City...

Current process for non-emergency ordinances requires that Council hear the ordinance through two readings, at the end of the week after the second reading, a notice goes into the newspaper for a 30-day comment period. Total time allowed to process an ordinance is now roughly 60 days from the first reading to the end of the 30-day comment period.

If a resident or business is requesting an ordinance change or update, including the deadline of the application, this is a minimum of 12 to 14 weeks from application submission to effective.

Recently a local and long-time business was delayed on leasing space for three months due to the full process.

This process delays ordinances that impact, or are requested by, residents, development and businesses. Staff is proposing a 7-day comment period. By this time the item has been addressed potentially at a planning meeting and at a minimum of two separate council meetings.

Current	Proposed
1 <sup>st</sup> Reading	1 <sup>st</sup> Reading
2 <sup>nd</sup> Reading	2 <sup>nd</sup> Reading
Following Friday Publication	Following Friday Publication
30-day comment period	7-day comment period

**Timeline for Charter Amendments:**

- March 16 – Public Hearing
- March 16 – First Reading
- April 6 – Second Reading
- April 10 – Public Notice in Anoka Union Herald
- July 9 - Effective

**Requested Action:**

Motion, Second to (approve / disapprove / continue) the proposed change to City Charter Section 3.09, to adjust the language to replace the length of comment period from 30 days to 7 days after the second reading.

**Attachments:**

- Ordinance 354 amending the City Charter relating to section 3.09 “When Ordinances and Resolutions Take Effect”

**ORDINANCE 354**  
**CITY OF ST. FRANCIS**  
**ANOKA COUNTY**

**AN ORDINANCE AMENDING THE CITY CHARTER RELATING TO SECTION 3.09**  
**“WHEN ORDINANCES AND RESOLUTIONS TAKE EFFECT”**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 3, Section 3.09, of the St. Francis City Charter be amended as follows:

**Section 3.09. When Ordinances and Resolutions Take Effect.** A Resolution and emergency Ordinance shall take effect immediately upon its adoption or at such later date as is fixed therein. Every other Ordinance shall take effect ~~30~~ 7 days after the date of publication or at such later date as fixed therein. If, during the ~~30~~ 7 days after the publication or before such later date if a later date is fixed in the Ordinance, a petition be made for Referendum by such percentage of the electors of the City as is required under Chapter 6 of this Charter, protesting against the passage of such Ordinance, the Ordinance will not take effect until the petition is determined to be insufficient and cannot be remedied pursuant to the provisions of Section 6.03 of this Charter, or the same is voted on at an election held for such purposes according to the provisions found in Section 6.05 of this Charter.

Section 2. Effective Date. This ordinance shall take effect 90 days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS  
6<sup>TH</sup> DAY OF APRIL, 2026.

APPROVED:

\_\_\_\_\_  
Mark Vogel, Mayor

ATTEST:

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



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** City Charter Amendment to Section 5.01 General Provisions Filing Fee  
**DATE:** April 6, 2026

**OVERVIEW:**

Updates to the City Charter can be necessary as the city makes changes through budget, policy or through changes in state law. The following item has been identified in the current city charter.

**3.09 When Ordinances and Resolutions Take Effect.**

**Current language:** Upon receipt of a filing fee in the amount of **five dollars (\$5.00)** the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

**Proposed language:** Upon receipt of a filing fee in the amount of **fifteen dollars (\$15.00)** the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Staff is proposing that a change be made to the filing fee as an increase to \$15.00. This fee is applied towards the administrative process and requirements of a received filing.

**Timeline for Charter Amendments:**

- March 16 – Public Hearing
- March 16 – First Reading
- April 6 – Second Reading
- April 10 – Public Notice in Anoka Union Herald
- July 9 - Effective

**Requested Action:**

Motion, Second to (approve/disapprove/continue) the proposed change to adjust the language to increase the filing fee from five dollars to \$15.00.

**Attachments:**

- Ordinance 355 amending the City Charter relating to Chapter 5 “Nominations and Elections” Sections 5.01, Subd. 2 “Filing and Nomination”

**ORDINANCE 355**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE AMENDING THE CITY CHARTER RELATING TO CHAPTER 5  
“NOMINATIONS AND ELECTIONS”, SECTION 5.01, SUBD. 2 “FILING AND  
NOMINATION”**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 5, Section 5.01, Subd. 2, of the St. Francis City Charter be amended as follows:

**Section 5.01, Subd. 2. Filing and Nomination.** Not more than eighty-four (84) or less than seventy (70) days before the date of the election, an individual who is eligible and desires to have his name placed on the official ballot as a candidate for an office to be voted for at the election shall file his affidavit of candidacy with the City Clerk. The City Clerk shall also accept an application signed by not less than five (5) voters and filed on behalf of an eligible person whom they desire to be a candidate, if service of a copy of the application has been made on the candidate and proof of service is endorsed on the application being filed. A write-in candidate who wants their write-in votes to be counted in the general election must file a written request with the city clerk no later than seven (7) days before the general election. All write-in votes for candidates who have not filed a written request to have these votes counted shall be treated collectively as votes for a single nonqualified candidate referenced as “other”. Upon receipt of a filing fee in the amount of ~~five dollars (\$5.00)~~ **fifteen dollars (\$15.00)** the City Clerk shall place the name of the candidate on the official ballot without partisan designation.

Section 2. Effective Date. This ordinance shall take effect 90 days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6<sup>TH</sup> DAY OF APRIL, 2026.

APPROVED:

\_\_\_\_\_  
Mark Vogel, Mayor

ATTEST:

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



# CITY COUNCIL AGENDA REPORT

**TO:** Mayor and Council  
**FROM:** Kate Thunstrom, City Administrator  
**SUBJECT:** City Charter Amendment to Section 8.01 Improvement & Levy Assessments  
**DATE:** April 6, 2026

**OVERVIEW:**

Updates to the City Charter can be necessary as the city makes changes through budget, policy or through changes in state law. The following item has been identified in the current city charter.

**8.01 Power to Make Improvements & Levy Assessments.**

Current language: Any collector street or sidewalk shall be assessed at fifty percent (50%) to the benefited property.

Proposed language: Any collector street or sidewalk may be assessed at fifty percent (50%) to the benefited property.

Per City Charter, “shall” is mandatory in which “may” is permissive. Currently the City operates a street fund and is not charging the 50% assessment to streets. This change would allow the city to continue to the street program, however, protect it in the event a change is made in the future needing where the assessments are brought back.

**Timeline for Charter Amendments:**

- March 16 – Public Hearing
- March 16 – First Reading
- April 6 – Second Reading
- April 10 – Public Notice in Anoka Union Herald
- July 9 - Effective

**Requested Action:**

Motion, Second to (approve / disapprove / continue) to the City Council to adjust the language to replace the word “shall” with “may” on public improvements.

**Attachments:**

- Ordinance 356 amending the City Charter relating to Chapter 8 “Public Improvements & Special Assessments” Section 8.01 “Power to Make Improvements & Levy Assessments”

**ORDINANCE 356**  
**CITY OF ST. FRANCIS**  
**ANOKA COUNTY**

**AN ORDINANCE AMENDING THE CITY CHARTER RELATING TO CHAPTER 8  
“PUBLIC IMPROVEMENTS & SPECIAL ASSESSMENTS”, SECTION 8.01 “POWER  
TO MAKE IMPROVEMENTS & LEVY ASSESSMENTS”**

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Charter Revised. That Chapter 8, Section 8.01 of the St. Francis City Charter be amended as follows:

**Section 8.01. Power to Make Improvement & Levy Assessments.** The City shall have the power to make any and every type of public improvement not forbidden by the laws of this State and to levy special assessments to pay all or any part of the cost of such improvements. The amounts assessed to benefited property to pay for such local improvements may equal the cost of the improvement, including all costs and expenses connected therewith, with interest, until paid, but shall in no case exceed the benefits to the property. Any collector street or sidewalk ~~shall~~ may be assessed at fifty per cent (50%) to the benefited property..

Section 2. Effective Date. This ordinance shall take effect 90 days after its publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS  
6<sup>TH</sup> DAY OF APRIL, 2026.

APPROVED:

\_\_\_\_\_  
Mark Vogel, Mayor

ATTEST:

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



CITY COUNCIL AGENDA REPORT

**TO:** St. Francis City Council  
**FROM:** Beth Richmond, Planner  
**SUBJECT:** Turtle Ponds 6<sup>th</sup> Addition Concept Review  
**DATE:** 3-31-2026 for 4-6-2026 meeting  
**APPLICANT:** Home Improvement Shop Inc (Bill Carroll)  
**LOCATION:** 2761 229<sup>th</sup> Ave NW (PID 33-34-24-43-0110)  
**COMP PLAN:** Medium Density Residential  
**ZONING:** Turtle Run PUD

**OVERVIEW**

The applicant, Home Improvement Shop Inc, represented by Bill Carroll, has applied for review and discussion of a concept plan for a residential development at 2761 229<sup>th</sup> Ave NW (PID 33-34-24-43-0110). The concept plan shows a general layout for the future subdivision of the property into 2 attached townhome buildings with 4 units each. 7 detached townhome lots. This concept incorporates roadway extensions from the abutting Turtle Ponds 4<sup>th</sup> Addition, which was approved in March 2020.



The Planning Commission reviewed a concept for a residential development on this site at their March 18, 2026 meeting. This concept included 7 detached townhome lots stacked vertically (south to north) on the site with access from 229<sup>th</sup> Lane NW. After receiving Staff's feedback and hearing the discussion at the Planning Commission meeting, particularly related

to the required wetland setback and buffer on the site, the applicant revised the concept to the attached townhome proposal.

**ANALYSIS**

***Existing Site Characteristics***

The 2.56-acre site is located within the City’s Urban Service Area. CSAH 24 (229<sup>th</sup> Ave NW) extends along the site’s southern property line. 229<sup>th</sup> Ave NW is a County road, therefore Anoka County has jurisdiction of any access points onto 229<sup>th</sup> Ave NW from the site. There are currently two gravel driveways which access onto 229<sup>th</sup> Ave NW from this site.

A majority of the site is vacant today. An existing pole shed is located in the southeast corner of the site. A large wetland complex exists along the west and north portions of the property.

The site is located within the Turtle Run Planned Unit Development (PUD), which includes the Ponds Golf Course located to the west of the site and the townhomes located to the north and east (Turtle Ponds 2<sup>nd</sup> and 4<sup>th</sup> Additions). The City of Oak Grove is located immediately to the south of this parcel.

***Proposed Improvements***

Based on the Concept Plan dated 3/24/26, the applicant is proposing to create 2 residential structures with 4 attached townhome units in each. Two stormwater ponds are proposed at the north and southwest ends of the development. The existing pole building and the access points to 229<sup>th</sup> Ave NW would be removed.

229<sup>th</sup> Ave NW is classified as a Minor Arterial street. Anoka County’s access spacing requirement between full intersections involving Minor Arterials is 0.5 mile. Currently, the site is located roughly 0.1 mile from the existing full intersection at Arrowhead St NW. In addition, the site has the potential for access through the local, private street that was approved with the 4<sup>th</sup> Addition of Turtle Ponds. Therefore, it is unlikely that the County would be supportive of a full access onto 229<sup>th</sup> Ave NW for this site. Reflecting this, access for the site is proposed as a continuation of the private street that was platted as part of the 4<sup>th</sup> Addition of Turtle Ponds.

***Land Use***

The 2040 Comprehensive Plan currently guides the subject parcel for Medium Density Residential (MDR) use, which allows a density of 3-7 units per net acre. This site is located within the southern portion of the Turtle Run PUD. This area is guided for medium density residential use and has already been developed with rowhomes, townhomes, and detached townhomes at a net density of roughly 5.5 units per net acre. The subject site is the last remaining parcel in this area to be developed. The proposed net density of the site is roughly 5.1 units per acre which is consistent with the MDR land use category.

***Zoning***

This property is included in the Turtle Run PUD. This PUD was established in 1996 and was most recently amended in 2023 to rezone the subject property into the PUD. The minimum requirements for attached townhouses in the Turtle Run PUD are listed below.

<b>Attached Townhouse Requirements – Turtle Run PUD</b>	
Minimum lot area	2,000 SF per unit

<b>Attached Townhouse Requirements – Turtle Run PUD</b>	
Minimum lot width	24'
Minimum front setback	10'
Minimum rear setback	0'
Minimum building separation	10'
Minimum distance from the pavement edge of any roadway	20'

In addition to the PUD standards above, the proposed townhome units meet the use-specific standards for townhomes in Section 10-61-03 of the City Code:

- A. There shall be no more than six (6) units per structure in a row or eight (8) units per structure if back-to-back.
- B. Individual units shall be at least 24 feet wide.
- C. No garage shall extend the full width of any individual unit. The front façade of a townhouse or rowhouse unit shall include a window and/or door.

The west and north portions of the property are covered by a wetland. The City requires a 30' building setback from the edge of all delineated wetlands. In addition, a minimum 16.5' vegetated buffer is required adjacent to the boundary of any wetland. To meet these requirements, the applicant is proposing to fill in two small sections of the wetland, totaling roughly 775 square feet. The impacted areas would require wetland replacement in accordance with MN Rules 8420.0522. The impacted areas are greatly reduced from potential impacts that the prior concept would require.

***Access and Parking***

Access to the site will be provided via 229<sup>th</sup> Ln NW, the existing private street that serves the Turtle Ponds 4<sup>th</sup> development to the east. Private streets are required to have a pavement width of 24' and a right-of-way width of 50'. Within the 6<sup>th</sup> Addition, the applicant is proposing to create an extension of 229<sup>th</sup> Ln NW which would split so that one leg of the road would serve the northern units while the other leg serves the southern units.

The proposed roadway would be located 20' from the setback line for Block 3 Lot 2 of the Turtle Ponds 4<sup>th</sup> Addition (northwesternmost lot), meeting the PUD requirements.

Parking for detached townhomes is required to be provided at a rate of 2 spaces per unit. Typically, the driveways for each unit can accommodate these spaces. The applicant is also proposing the creation of four guest parking spaces in between the two buildings, meeting the City's requirement of 0.5 space per unit for guest parking for townhomes.

**ACTION TO BE CONSIDERED**

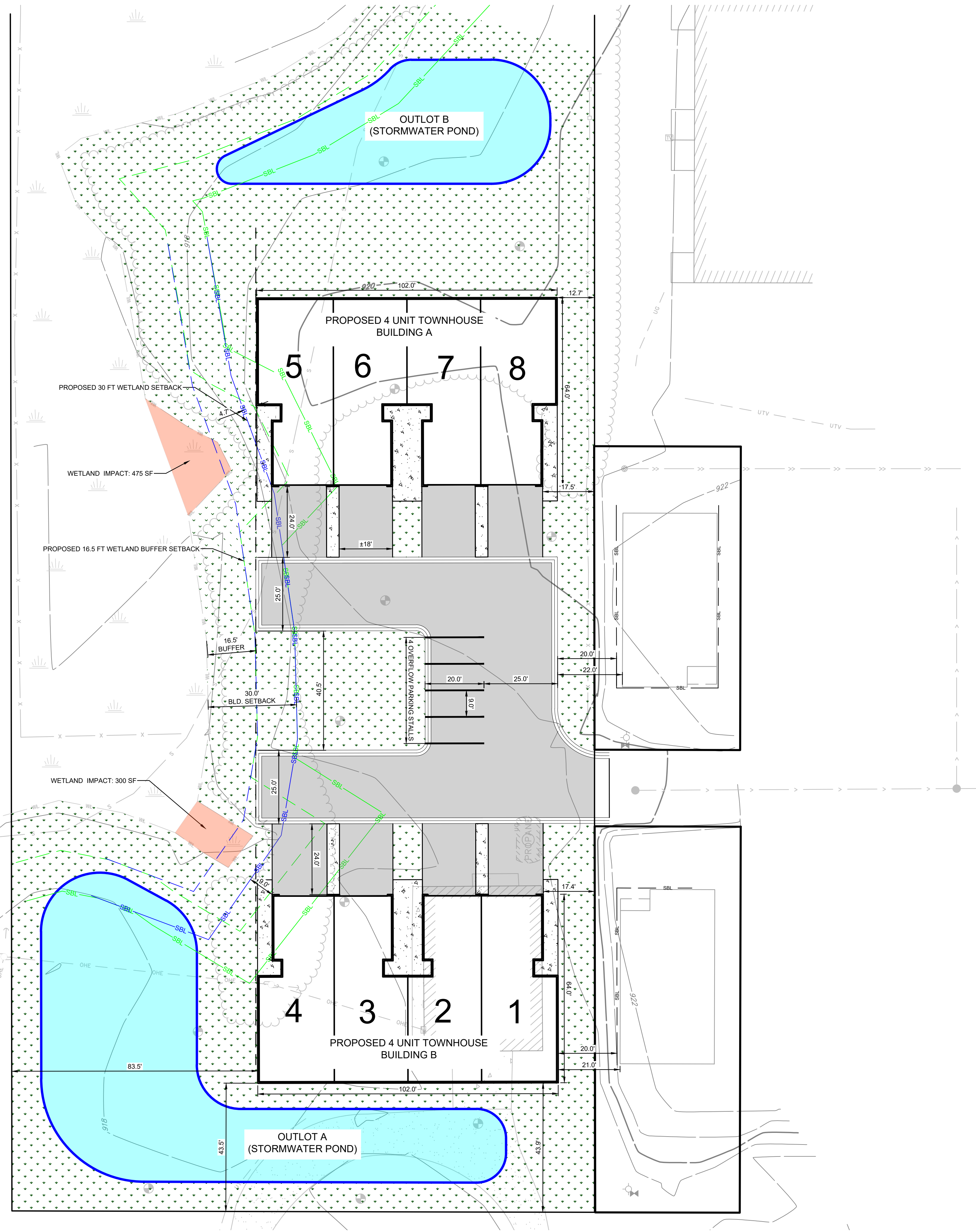
The City Council is requested to provide feedback to the applicant on the proposed concept. No motion is required. Comments shared are not binding to the City nor do they constitute official assurances or representations of the City on future recommendations or approvals.

If the applicant chooses to proceed with the project in this configuration following concept plan review, the likely entitlements would include a site plan or a preliminary and final plat, depending on if the applicant intends to subdivide the existing lot or not.



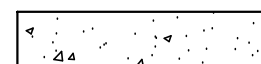
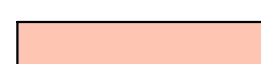

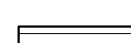

**ATTACHMENTS**

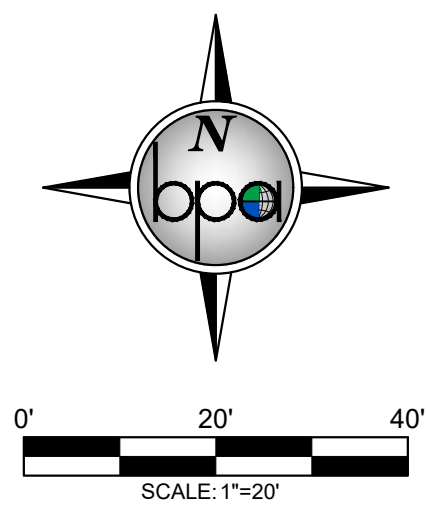
- Concept Plan B
- Turtle Run PUD (Ord. 255 and Ord. 321)

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LEGEND:

-  PROPOSED ASPHALT PAVEMENT
-  PROPOSED GRAVEL SURFACING
-  PROPOSED CONCRETE PAVEMENT
-  PROPOSED WETLAND BUILDING BUFFER IMPACT
-  PROPOSED TURF ESTABLISHMENT
-  CONCRETE CURB AND GUTTER - B612
-  PROPOSED SIGN



SITE PLAN NOTES:

1. PAINTED PAVEMENT MARKING DIMENSIONS ARE SHOWN TO FACE OF CURB. ALL OTHER DIMENSIONS ARE SHOWN TO BACK OF CURB.
2. ALL CONCRETE RAMPS, SIDEWALKS AND ACCESSIBLE HANDICAPPED PARKING STALLS TO CONFORM TO CURRENT A.D.A. REQUIREMENTS.
3. CONTRACTOR SHALL FIELD VERIFY HORIZONTAL AND VERTICAL LOCATION OF EXISTING UTILITIES PRIOR TO START OF CONSTRUCTION.
4. CONTRACTOR SHALL INSTALL EROSION CONTROL MEASURES PRIOR TO THE START OF CONSTRUCTION.
5. CONSTRUCTION SHALL BE IN ACCORDANCE WITH APPLICABLE CITY, COUNTY AND STATE REGULATIONS.
6. SITE SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE PLANS APPROVED BY THE CITY.
7. LANDSCAPING AND TURF ESTABLISHMENT PER LANDSCAPE PLANS & SPECIFICATIONS.
8. ALL DISTURBED AREAS OUTSIDE THE BUILDING PAD WHICH ARE NOT DESIGNATED TO BE PAVED OR RECEIVE AGLIME, SHALL RECEIVE AT LEAST 6" OF TOPSOIL AND SHALL BE SEED OR SODDED. REFER TO THE EROSION CONTROL PLAN FOR SOD AND SEED LOCATIONS. ALL OTHER AREAS DISTURBED BY CONSTRUCTION NOT SPECIFICALLY IDENTIFIED TO RECEIVE A CERTAIN SEED MIX SHALL BE MIXED WITH SEED MIX 25-131.
9. WHERE NEW SOD MEETS EXISTING SOD, EXISTING SOD EDGE SHALL BE CUT TO ALLOW FOR A CONSISTENT, UNIFORM STRAIGHT EDGE. JAGGED OR UNEVEN EDGES WILL NOT BE ACCEPTABLE. REMOVE TOPSOIL AT JOINT BETWEEN EXISTING AND NEW AS REQUIRED TO ALLOW NEW SOD SURFACE TO BE FLUSH WITH EXISTING.

REV. NO.	DATE	DESCRIPTION

NOT FOR CONSTRUCTION

**BOGART, PEDERSON & ASSOCIATES, INC.**  
 LAND SURVEYING  
 ENVIRONMENTAL SERVICES  
 13076 FIRST STREET, BECKER, MN 55508-9322  
 TEL: 763-262-8822 FAX: 763-262-8844

TURTLE PONDS 6 REPLAT  
 City of St. Francis, Anoka County, MN  
 REVISED CONCEPT B

SHEET NO.  
**CONCEPT B**

CALL 48 HOURS BEFORE DIGGING:  
**GOPHER STATE ONE CALL**  
 TWIN CITY AREA 651-454-0002  
 MINNESOTA TOLL FREE 1-800-252-1166

**ORDINANCE NO. 255, SECOND SERIES**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE REPEALING AND REPLACING THE TURTLE RUN PLANNED  
UNIT DEVELOPMENT**

**WHEREAS**, the Turtle Run PUD was established in 1996 for the property described in Section 1 below; and

**WHEREAS**, the original Turtle Run PUD designated Outlot D of Turtle Ponds for commercial use and Outlot B of Turtle Ponds 3<sup>rd</sup> Addition for multi-family use; and

**WHEREAS**, the applicant, Marc Schulte, on behalf of Denali Investments LLC, has requested to develop Outlot D of Turtle Ponds for multi-family use (detached townhomes) and Outlot B of Turtle Ponds 3<sup>rd</sup> Addition for single-family use; and

**WHEREAS**, the full original documentation for the Turtle Run PUD is no longer available; and

**WHEREAS**, the Planning Commission on September 18, 2019, opened and closed a duly noticed public hearing and considered the applicant's submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

**WHEREAS**, the City Council on October 7, 2019, has considered the recommendations of Staff and the Planning Commission, the Applicant's submissions, the contents of the staff report, public testimony, and other evidence available to the Council.

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

**Section 1.** Pursuant to St. Francis City Code Section 10-10, the property included in the following subdivisions is hereby rezoned to PUD-Turtle Run:

- Turtle Run (1<sup>st</sup> – 7<sup>th</sup> Additions)
- Turtle Ponds (1<sup>st</sup> – 3<sup>rd</sup> Additions)
- Fairway Crossing
- Turtle Ridge Townhomes
- Clubhouse at Ponds

**Section 2.** The following conditions shall apply to property rezoned to PUD-Turtle Run by this ordinance:

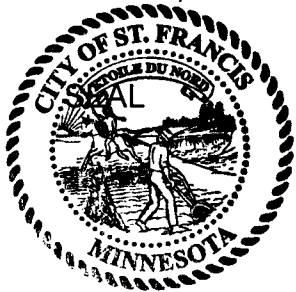
1. The following uses are permitted within the subdivisions included in the Turtle Run PUD:
  - (A) Single-family uses are permitted within the Turtle Run subdivision.
  - (B) Single-family and multi-family uses are permitted within the Turtle Ponds subdivision.
  - (C) Multi-family uses are permitted within the Fairway Crossing subdivision.
  - (D) Multi-family uses are permitted within the Turtle Ridge Townhomes subdivision.
  - (E) Commercial uses are permitted within the Clubhouse at Ponds subdivision.
  - (F) Golf course is a permitted use throughout the Turtle Run PUD.
  
2. Minimum dimensional requirements for single-family lots shall be as follows:
  - (A) A minimum area of 10,800 square feet.
  - (B) A minimum lot width of 80 feet. For lots with access onto a cul-de-sac, the minimum lot width shall be 49 feet.
  - (C) A minimum front yard setback of 30 feet.
  - (D) A minimum side yard setback of 10 feet for a house and 5 feet for a garage.
  - (E) A minimum rear yard setback of 30 feet.
  
3. Minimum dimensional requirements for detached townhome lots shall be as follows:
  - (A) A minimum lot area of 4,250 square feet
  - (B) A minimum lot width of 37 feet. For lots with access onto a cul-de-sac, the minimum lot width shall be 28 feet.
  - (C) A minimum front yard setback of 10 feet.
  - (D) A minimum building separation of 10 feet.
  - (E) A minimum rear yard setback of 0 feet.
  
4. Minimum dimensional requirements for attached townhome lots shall be as follows:
  - (A) A minimum lot area of 2,000 square feet per townhome unit.
  - (B) A minimum lot width of 24 feet.
  - (C) A minimum front yard setback of 10 feet.
  - (D) Townhome buildings shall have a minimum building separation of 12 feet.
  - (E) A minimum rear yard setback of 10 feet.
  
5. At least 50% of the site shall remain as open space. The existing golf course on the site shall be included as open space.
  
6. All general zoning standards in the St. Francis City Code, to the extent not inconsistent with the terms of this ordinance, shall apply.

**Section 3.** The Zoning Map of the City of St. Francis referred to and described in Section 10-50-3 of the St. Francis City Code shall not be republished to show the aforesaid rezoning, but the Zoning Administrator or designee shall appropriately mark the Zoning Map on file in the City Clerk's office for the purpose of indicating the rezoning


provided for in this ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

**Section 4.** This Ordinance shall take effect 30 days after publication according to law.

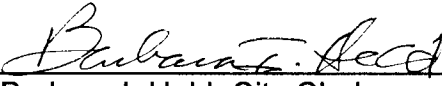
Approved and adopted by the City Council of the City of St. Francis this 21<sup>st</sup> day of October, 2019.



CITY OF ST. FRANCIS

By:   
Steven D. Feldman, Mayor

ATTEST:

  
Barbara I. Held, City Clerk

Published in the Anoka County Union Herald October 25, 2019.



**ORDINANCE NO. 321, SECOND SERIES**

**CITY OF ST. FRANCIS  
ANOKA COUNTY**

**AN ORDINANCE AMENDING THE TURTLE RUN PLANNED UNIT DEVELOPMENT  
– 2<sup>ND</sup> READING**

**WHEREAS**, the Turtle Run PUD was established in 1996; and

**WHEREAS**, Ordinance 255 establishes the requirements for development within the Turtle Run PUD; and

**WHEREAS**, the applicant, Bluewaters Builders, Inc., has requested to include the property located at 2761 229<sup>th</sup> Ave NW and legally described in Exhibit A within the Turtle Run PUD; and

**WHEREAS**, the subject property is currently surrounded by the Turtle Run PUD and will be a continuation of the development pattern established in the 4<sup>th</sup> Addition of the Turtle Ponds subdivision; and

**WHEREAS**, the Planning Commission on June 21, 2023, opened and closed a duly noticed public hearing and considered the applicant’s submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

**WHEREAS**, the City Council on July 17, 2023 and September 18, 2023, has considered the recommendations of Staff and the Planning Commission, the Applicant’s submissions, the contents of the staff report, public testimony, and other evidence available to the Council.

**THEREFORE, 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.

**Section 1.** Section 1 of Ordinance 255 is hereby amended to read as follows:

Pursuant to St. Francis City Code Section 10-4051-00, the property included in the following subdivisions is hereby rezoned to PUD-Turtle Run:

- Turtle Ponds (1<sup>st</sup> – 3<sup>rd</sup> 6<sup>th</sup> Additions)

**Section 2.** Section 2 of Ordinance 255 is hereby amended to read as follows:

- 6. All principal structures shall be located at least 20 feet from the pavement edge of any roadway.
- 7. All general zoning standards in the St. Francis City Code, to the extent not inconsistent with the terms of this ordinance, shall apply.

**Section 3.** The Zoning Map of the City of St. Francis referred to and described in Section 10-14-03 of the St. Francis City Code shall not be republished to show the aforesaid rezoning, but the Zoning Administrator or designee shall appropriately mark the Zoning Map on file in the City Clerk's office for the purpose of indicating the rezoning provided for in this ordinance and all of the notations, references, and other information shown thereon are hereby incorporated by reference and made a part of this ordinance.

**Section 4.** This Ordinance shall take effect and be enforced from and after its passage and publication according to law.

Approved and adopted by the City Council of the City of St. Francis this 18<sup>th</sup> day of September, 2023.

SEAL



ATTEST:

*Jennifer Wida*  
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 Jennifer Wida, City Clerk

CITY OF ST. FRANCIS

By: *[Signature]*  
 \_\_\_\_\_  
 Joseph Muehlbauer, Mayor

DRAFTED BY:  
**HKGi**  
 800 Washington Ave N, Suite 103  
 Minneapolis, MN 55401

**EXHIBIT A**

**Legal Description**

*Plat Description (American Land Title Association – Commitment No. OR6088-1):*  
*The South 597.25 feet, as measured along the Easterly and Westerly lines, of the following described tract: That part of the Southwest Quarter of the Southeast Quarter of Section 33, Township 34, Range 24, described as follows: Beginning at the Southwest corner of the Southeast Quarter of said section, thence East following the South section line a distance of 198 feet; thence North and parallel to the North and South quarter lines a distance of 1097.25 feet, thence West and parallel with the South line of the Southwest Quarter of the Southeastern Quarter to the North and South quarter line a distance of 198 feet; thence South along the North and South quarter line to the point of beginning*