CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
September 20th, 2021
St. Francis Area Schools District Office
4115 Ambassador Blvd. NW
6:00 pm

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CONSENT AGENDA
    A. City Council Minutes – September 7, 2021
    B. Budget Award
    C. MMUA Safety Management Program Contract
    D. Claims
5. MEETING OPEN TO THE PUBLIC
6. SPECIAL BUSINESS
7. PUBLIC HEARING
8. OLD BUSINESS
    A. Zoning Code Amendment; Interim Use Permit
        1. Ordinance 284, Amending City Code Sections 10-23-01, 10-44-02, and part 10-66-00 to include Agritourism and an Interim Use in the BPK District
        2. Resolution 2021-47 Approving/Denying an Interim Use Permit to allow Agritourism uses on a site zoned BPK Business Park (Second Reading)
9. NEW BUSINESS
    A. Adjust the Tax Levy for Bond Indebtedness – Resolution 2021-49
    B. Preliminary Approval of Proposed 2022 Tax Levy and Setting Budget Hearing Date – Resolution 2021-50
    C. Schedule a Work Session
10. MEETING OPEN TO THE PUBLIC
11. REPORTS
    A. Department Reports
        1. Fire Monthly Report
        2. Public Works Monthly Report
    B. Council Member Reports
    C. Upcoming Events –
12. ADJOURNMENT

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA

SEPTEMBER 7, 2021
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 Steve Feldman through virtual setting.

2. **ROLL CALL**
Members Present: Mayor Steve Feldman, Councilmembers Joe Muehlbauer, Robert Bauer, Kevin Robinson, and Sarah Udvig

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), City Planner Beth Richmond (HKGi), City Administrator Joe Kohlmann, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works Director Jason Windingstad, Community Development Director Kate Thunstrom, Finance Director Darcy Mulvihill, and City Clerk Jenni Wida.

3. **APPROVAL OF AGENDA**
MOTION BY: BAUER SECOND: UDVIG APPROVING THE REGULAR CITY COUCIL AGENDA
Ayes: Robinson, Feldman, Bauer, Udvig
Nays: None
Motion carried 4-0

4. **CONSENT AGENDA**
A. City Council Minutes – August 16, 2021
B. Surplus Property Police – Resolution 2021-41
C. Hire John Maki as a PW Operator contingent on passing pre-employment testing
D. Approving Official Signatures for 2021 – Resolution 2021-42
E. Approve Weber, Inc. – Pay Application #2
F. Snow plow replacement
G. October Domestic Violence Month Proclamation – Resolution 2021-43
H. Payment of Claims

Mayor Feldman spoke about item F and clarified the balance left in the CIP budget.

MOTION BY: ROBINSON SECOND: BAUER APPROVING THE CONSENT

AGENDA ITEMS A-H.

Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

5. **MEETING OPEN TO THE PUBLIC**

City Administrator Joe Kohlmann asked if anyone wanted to speak. Paul and Barb Rydberg came forward on 9 C. Mayor Feldman ask that they speak after Beth Richmond gave her presentation so that council would be able to better understand.

6. **SPECIAL BUSINESS – NONE**

7. **PUBLIC HEARINGS – NONE**

8. **OLD BUSINESS – NONE**

9. **NEW BUSINESS**

A. Rita Meadows 2nd Preliminary and Final Plat

1) Resolution 2021-44 – Approving Preliminary and Final Plat for Rita Meadows to subdivide into one buildable lot and an outlot

City Planner Beth Richmond gave a presentation on the application of Steve Orttel requesting approval of preliminary and final plats for Rita Meadows 2nd Addition to subdivide the a 6.7-acre property between Poppy Street and Lake George Boulevard, south of Bridge Street. It was noted this property was originally platted as part of the Rita Meadows subdivision.

Richmond stated the Planning Commission reviewed this request on August 18, 2021, held a public hearing, and following discussion unanimously recommended approval.

Council talked about net acreage and future development.

MOTION BY: UDVIG SECOND: ROBINSON ADOPTING RESOLUTION 2021-44 APPROVING PRELIMINARY AND FINAL PLATS OF THE RITA MEADOWS 2ND ADDITION SUBDIVISION WITH CONDITIONS AND FINDINGS OF FACT AS PRESENTED BY STAFF.

Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

B. Final Plat Extension – Turtle Ponds

1) Resolution 2021-45 – Extending deadline for Final Plat 4th Addition

2) Resolution 2021-46 – Extending deadline for Final Plat 5th Addition

City Planner Beth Richmond gave a presentation on the request of Marc Schulte to extend the deadlines for the Turtle Ponds 4th and 5th Addition Final Plats for an additional six months, to March 7, 2022. She explained at the time of approval, the deadlines to record these plats was April 1, 2020 and November 4, 2020, respectively. Neither final plat was recorded and the deadlines have now expired.

Richmond described the difficulties faced by developers during 2020 and 2021 and noted the applicant has indicated he has secured financing and looks to begin construction in Fall 2021. She explained this extension request follows the process dictated by the Subdivision Code and staff finds the requested deadline extension to be reasonable.

Council agreed on the extension of 6 months until March 7, 2022.

Robinson wanted to clarify with City Planner Beth Richmond of where this location was again and wanted to make sure that council was aware as well.

MOTION BY: ROBINSON SECOND: UDVIG ADOPTING RESOLUTIONS 2021-45 EXTENDING THE FINAL PLAT DEADLINE FOR TURTLE PONDS 4TH ADDITION TO MARCH 7, 2022.

Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

MOTION BY: BAUER SECOND: ROBINSON ADOPTING RESOLUTIONS 2021-46 EXTENDING THE FINAL PLAT DEADLINE FOR TURTLE 5TH ADDITION TO MARCH 7, 2022.

Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

C. Zoning Code Amendment: Interim Use Permit

1) Ordinance 284, Second Series Amending City Code Sections 10-23-01, 10-44-02, and part 10-66-00 to include Agritourism and an Interim Use in the BPK District
2) Resolution 2021-47 – Approving an Interim Use Permit to allow Agritourism uses on a site zoned BPK Business Park

City Planner Beth Richmond gave a presentation on the request of Ryan Sunram for a Zoning Code amendment and Interim Use Permit (IUP) to allow the eastern 30 acres of the site, located north of the school district building, south of 241st Avenue NW and east of Highway 47. Mr. Sunram intends a temporary use as agritourism as a way to earn revenue on a portion of the property while it is being marketed for and developed as a more permanent business park use.

Richmond noted the Planning Commission had reviewed this request on July 21, 2021, held a public hearing, and following discussion relating to concerns of traffic and dust from additional vehicle use of 241st Avenue NW, noise, odor from portable restrooms, and other potential impacts, tabled the request to allow time to receive additional information. On August 18, 2021 the Planning Commission again reviewed the application and requested information to address prior concerns. After discussion, the Planning Commission recommended approval of the IUP request with conditions as stipulated in the Planning Commission report and an additional condition that requires the applicant to work with staff to prepare a rapid response plan aimed at responding to resident complaints in an effective and timely manner.

Richmond reviewed the timeline for approval of a Zoning Code amendment prior to action on the IUP. She stated given the Planning Commission's recommendation for approval, a draft ordinance and resolution have been prepared for the Council's consideration.

Mayor Feldman asked if anyone would like to come up and speak on this matter.

Paul and Barb Rydberg -23956 St. Francis Blvd - voiced their concerns about the noise, lights, traffic and dust that this type of business would bring if the IUP were approved.

Angela Hammer – 4275 241st Ave - voiced her concerns about this IUP being approved. She stated that she moved to St. Francis because she feels safe here and it is a quiet area. She moved here to raise her family. She is concerned about the added people this will bring to St. Francis. She also had a concern that traffic will be pushed down to Roanoke for those who don't use highway 47. She wants to know who has to pay for the road once it is paved in the future.

Dave Blanchette – 4181 241s Ave – voiced his concerns with the entrance and exit lining up with his driveway and headlights flashing in and out of his house all the time. He is concerned about the traffic and is surprised that MN Dot does not see the concern.

Tom Widhalm – 4025 241st Ave – stated the he disagrees with the state about the intersection and that is will be higher risk if this IUP is approved. The lot is zoned business and it should be left that way.

Kelly Fiedler – 4221 241st Ave – voiced her concerns about her kid's bus drops off time being the time the business will open. She stated that the road is a train wreck, dusty and resembles a washboard. Was concerned about who residents are supposed to call if there are issues and the IUP is in violation of its conditions.

Kelly 4257 253rd – Isanti Resident – stated that she moved out here to get away from everything. She understands that the road will be paved eventually, but she is worried about children get hitting by the heavier traffic.

Jerry Hertoz – West Side Realty representing Ryan Sunram stated that commercial real estate has had an impact during the pandemic. This it an interim use permit and not a permanent use of the land. The lot would be able to host more than 35 businesses and this land was approved by council to be zoned Business Park. MN Dot reviewed the plan and did not see an issue with the increased traffic. Eventually there will be more traffic once the lot is developed for business use.

Mayor Feldman stated growth will continue and that change is inevitable. He stated that he was concerned that the Planning Commission heard all of these concerns and that this made it to council. Feldman asked Public Works Director Jason Windingstad about the dust control. Windingstad stated that they do treat 241st, however there are many factors that go into the treatment lasting for a substantial amount of time.

Robinson stated that his concern is that this was designated as a business park with the last comp plan because it is a large parcel of land and has a good access point for businesses. Traffic seems to be a big issue. The IUP does have a lot of conditions but we have the resources of Police and Fire. He wasn't sure what the response time would be.

Udvig stated that she has concerns about the restrooms and the garbage and also said that you can't control people and kids walking around and onto residents' properties. She wanted more information on what the security is going to look like. She also has concerns with the traffic and doesn't think that the owner will see the repercussions because he will not be there all the time.

Bauer – stated that when he saw this he thought of the sunflower patch on Hwy 65 and thought it would be a great idea, but as he read more he has some questions. I want more clarification on what will actually take place and I have concerns about the entrance. I would love for something like this to be in St. Francis but I am not sure that this is the best location.

Mayor Feldman asked if Ryan Sunram wanted to say something about the concerns.

Sunram stated that he has been to three meetings now and the concerns have been the same at all three meetings and they have all been addresses. This is zoned for a business park and this IUP is just a stepping stone for when this land gets developed for that. There are not many options for where the entrance can be. If you want a business park then this is a goof stepping stone for just that.

Feldman stated the he wonders if this IUP is a good use until the businesses start to develop. I understand that this is a way to generate revenue before the businesses come into the city. I am not sure if this is the right use of this property. We should discuss this at a work session. I can't make a final decision tonight. Feldman ask Sunram if he could look at this property in a different way and possibly present a different plan.

A work session was scheduled for September 14, 2021 at 5:30 pm at the Community Center depending on availability.

MOTION BY: BAUER SECOND: UDVIG TO CONTINUE DISCUSSION ON ORDINANCE 284 BY WORK SESSION SCHEDULED SEPTEMBER 14, 2021 AT COMMUNITY CENTER DEPENDING ON AVAILABILITY.
Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

D. <u>Resolution 2021-48 – Approving the Purchase of Properties and Granting Signatory Authority – 22708 Rum River Blvd.</u>

Community Development Director Kate Thunstrom explained the City has an opportunity to acquire vacant property along the southeast corner of Community Park for future expansion of park amenities. The Council discussed this opportunity at a work session and decided the price was reasonable. Staff has worked with a Realtor to prepare a purchase agreement for the Council's consideration. It was noted if the property is not used for park expansion in the future, the City has the ability to sell the property.

Robinson stated that he was ecstatic about this property and said that the City purchasing this property was a no-brainer.

Bauer thinks this is a great opportunity for the City.

Udvig stated that this was great opportunity for the City.

Feldman agreed with council.

MOTION BY: UDVIG SECOND: ROBINSON ADOPTING RESOLUTION 2020-48 APPROVING THE PURCHASE OF PROPERTIES AND GRANTING SIGNATORY AUTHORITY – 22708 RUM RIVER BOULEVARD.
Ayes: Bauer, Udvig, Robinson, and Feldman
Nays: None
Motion carried 4-0

10. <u>MEETING OPEN TO THE PUBLIC</u> – NONE

11. <u>REPORTS</u>

A. Department Reports

None

B. Councilmember Reports

Udvig- Wanted to applaud the residents for showing up for tonight's meeting. That is always good to have their input. I also want to thank our staff for doing such an amazing job.

Bauer- Not much to report. I got married last weekend and I just want to say how beautiful Woodbury Park is. The day was great. I will not be at the next Council meeting.

Robinson – Welcomed Jenni Wida as the new City Clerk and mentioned the discussion from the August 17th work session about the parks.

Feldman- The security glass at City Hall will be complete on Friday September 10, 2021. The Bottle Shop demo is complete and now things will start to go back together.

C. Upcoming Events
September 15 – Planning Commission Meeting – 7:00 p.m.
September 21 – City Council Meeting – 6:00 p.m.
October 4 – City Council Meeting – 6:00 p.m.

12. ADJOURNMENT

There being no further business, Mayor Feldman adjourned the regular City Council at 8:24 p.m.

____
Jennifer Wida, City Clerk

PERSONS REQUESTING TO APPEAR BEFORE
THE ST. FRANCIS CITY COUNCIL
SIGN UP SHEET
For the meeting of September 7, 2021

CITY CODE 2-2-3: Meeting Opened Persons Requesting to Appear Before Council. Persons who wish to appear before the Council must submit a written request to the City Clerk prior to the commencement of the meeting, which lists their name and address, and states their business (or identifies on behalf of whom they wish to speak). Persons requesting to appear before the Council will be recognized during the meeting in the order in which they submitted the written request. The presiding officer may advise any person appearing as to the amount of time allowed prior to his speaking, or later limit such time. Persons speaking shall give their name, address, and state their business for identify on behalf of whom they are speaking.

Mayor Tveit has reviewed City Code 2-2-3 and requested the following direction for the Council meetings. The Mayor's policy is going to be 4 minutes for each person signed up before the meeting, unless too many have signed up on the same topic and the Mayor will allow only a limited number to speak. Additionally, NO council member will be allowed to speak during citizens addressing the Council. The Mayor will not be allowing any dialog with citizens during the meeting (unless during a public hearing, etc.) on regular agenda items.

1. Paul + Barb Rydberg	23956 St. Francis Blvd NW
Name	Address
Subject you wish to speak about	Individual or entity you are speaking on behalf
2.	
Name	Address
Subject you wish to speak about	Individual or entity you are speaking on behalf
3.	
Name	Address
Subject you wish to speak about	Individual or entity you are speaking on behalf
4.	
Name	Address
Subject you wish to speak about	Individual or entity you are speaking on behalf

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4B

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Budget Award**

DATE: 09-14-2021

OVERVIEW:

Attached is the letter from the Government Finance Officers Association on the 2021 Distinguished Budget Presentation Award. This is the 12th year the city has received this award. The budget book is reviewed by three Government Finance Officers and critiqued on a set of guidelines established by the GFOA.

ACTION TO BE CONSIDERED:

Presentation of the Award.

BUDGET IMPLICATION:

None

Attachments:

- 2021 Distinguished Budget Presentation Award

August 25, 2021

Darcy Mulvihill
Finance Director
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

Dear Ms. Mulvihill:

We are pleased to inform you, based on the examination of your budget by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Information about how to submit an application for the Distinguished Budget Program application is posted on GFOA's website.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Darcy Mulvihill, Finance Director

Continuing participants will receive a brass medallion that will be mailed separately. First-time recipients will receive an award plaque within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria. The following standardized text should be used:

> Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of St. Francis, Minnesota**, for its Annual Budget for the fiscal year beginning **January 01, 2021**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.
>
> This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

Michele Mark Levine
Director, Technical Services Center

Enclosure

FOR IMMEDIATE RELEASE

August 25, 2021

For more information, contact:

Technical Services Center
Phone: (312) 977-9700
Fax: (312) 977-4806
E-mail: budgetawards@gfoa.org

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of St. Francis, Minnesota**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Darcy Mulvihill, Finance Director**.

There are over 1,700 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 21,000 members and the communities they serve.

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

City of St. Francis
Minnesota

For the Fiscal Year Beginning

January 01, 2021

Christopher P. Morrill

Executive Director

The Government Finance Officers Association
of the United States and Canada

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

Darcy Mulvihill, Finance Director
City of St. Francis, Minnesota

The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards

Executive Director Christopher P. Morrill

Date: **August 25, 2021**

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4C

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: **MMUA Safety Management Program Contract**

DATE: 09-16-2021

OVERVIEW:

The City contracts with MMUA to provide safety programs for employees. These programs help ensure that the City is OSHA compliant and using the best practices for employee safety. The program ensures that the City receives adequate training, evaluation and implementation of safety practices.

Employee safety is important for several reasons. First, it ensures that employees are safely handling dangerous equipment and chemicals; are using the best practices to avoid injury. Second, the MMUA safety program also ensures that the City is in compliance with OSHA and industry standards in the handling of these pieces of equipment and chemicals. Finally, the program minimizes liability for the City in regards to workers compensation and other impacts that can arise from employee injuries.

This contract is an annual renewal. The contract did increase from $20,900 to $21,250.00 for this renewal.

ACTION TO BE CONSIDERED:

Motion to enter into the Safety Management Program Contract with MMUA.

Minnesota Municipal Utilities Association

To unify, support, and serve
as a common voice for municipal utilities

August 16, 2021

MEMORANDUM

To: Safety Management Participants

From: Mike Willetts, Director of Job Training and Safety

Subject: 2021-22 Safety Management Program Contract

It is time to renew your safety management program contract. If we held a regional group meeting earlier this year, please note that the budgets have not changed since then, unless to make specific corrections. For those where we did not hold a group meeting this year, please note that the budgets have been created with the goal of having minimal price increases while covering MMUA's costs in providing your service. The contract amendments will cover October 1, 2021 through September 30, 2022, to coincide with MMUA's fiscal year.

Two copies of your contract amendment are enclosed. Please sign both contracts keeping one for your records and mailing the other to the address shown below. **Please do not send payment at this time.** You will be billed October 1. Mail your signed contract to:

Larry Pederson, Director of Finance
Minnesota Municipal Utilities Association
3131 Fernbrook Lane North, Suite 200
Plymouth, MN 55447-5337

If you have any concerns with the new contract, please contact me or Larry as follows:

Mike Willetts: phone 763-746-0705 or e-mail mwilletts@mmua.org
Larry Pederson: phone 763-746-0704 or e-mail lpederson@mmua.org

Thank you for being part of MMUA's safety management groups. With this program and your support we have proven that working together as a group we can develop a safety program that is affordable and at the same time works.

Minnesota Municipal Utilities Association

AMENDMENT TO SERVICES AGREEMENT

Safety Management Program

Contract Date: July 23, 2021 Contract Number: 171-2022

The services agreement entered into between Minnesota Municipal Utilities Association (MMUA) and City of Saint Francis (Saint Francis), dated July 31, 2020, contract number 171-2021, is amended as follows:

PART II, Section 1.

1. DURATION: This Agreement shall remain in force from October 1, 2021 until September 30, 2022 (the "expiration date").

PART III, Section 1.

1. COMPENSATION: For the services covered by this Agreement, Saint Francis shall pay MMUA an annual fee of twenty-one thousand two hundred fifty dollars and 00 cents ($21,250.00) for the 2021-22 annual period. Such compensation shall be due and payable according to the selected payment terms below.

Payment terms for the fee agreed to above shall be based on one of the following options (select one):

□ Annual Payment ($21,250.00)

□ Quarterly Payments ($5,312.50 each)

For any term of less than twelve full calendar months, the fee shall be a portion of the annual fee, pro-rated based on the number of calendar months or partial calendar months in which the services were provided as a percentage of twelve (12).

The parties hereby accept the terms of the Agreement as modified.

City of Saint Francis	Minnesota Municipal Utilities Association
By __________	By __________
Title __________	Title Chief Executive Officer
Date __________	Date July 23, 2021
Purchase Order # __________	

Final

7/22/2021, 10:51 AM

Minnesota Municipal Utilities Association

Safety Management Program

East Central Group Fee Calculation (Tom Ewert)

October 1, 2021 - September 30, 2022

City	Population	2021-22 Annual Charge	2021-22 Quarterly Charge	2020-21 Annual Charge	Difference	Total 2021-22 with JTS	# of Days	
Cannon Falls	4,119	$12,050.00	$3,012.50	$11,700.00	$350.00	$12,050.00	1	
Delano	6,187	$18,050.00	$4,512.50	$17,700.00	$350.00	$20,450.00	2	
Elk River (city)	24,891	$10,300.00	$2,575.00	$9,950.00	$350.00	$10,300.00	0.58	* Calendar year program
Le Sueur	4,091	$18,250.00	$4,562.50	$17,900.00	$350.00	$21,250.00	2	
Mankato	43,571	$39,900.00	$9,975.00	$39,900.00	$0.00	$39,900.00	4	
New Prague	8,056	$13,050.00	$3,262.50	$12,700.00	$350.00	$15,450.00	1	
Princeton (city)	4,755	$11,400.00	$2,850.00	$11,050.00	$350.00	$11,400.00	1	
Shakopee	41,506	$25,350.00	$6,337.50	$25,000.00	$350.00	$30,150.00	2	
St. Francis	7,872	$21,250.00	$5,312.50	$20,900.00	$350.00	$21,250.00	2	
SMMPA		$21,850.00	$5,462.50	$21,500.00	$350.00	$21,850.00	2	
Totals:	145,048	$191,450.00	$47,862.50	$188,300.00	$3,150.00	$204,050.00	17.6	

Annual JTS (Electric)

$600.00	per lineman	*2021-22*	*2020-21*
Delano	4	$2,400.00	$2,400.00
LeSueur	5	$3,000.00	$3,000.00
New Prague	4	$2,400.00	$2,400.00
Shakopee	8	$4,800.00	$4,800.00
Totals:	21	$12,600.00	$12,600.00

Please notify Larry Pederson of changes to your city.
Call 763-746-0704; fax 763-551-0459 or e-mail to lpederson@mmua.org.

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4D

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Bill List to be considered by Council**

DATE: 09-16-2021

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $229,950.66 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments - None
Direct Transfers from Previous Month – $223,161.10
Credit Card Payment-$16,313.54
Manual Checks- None

ACTION TO BE CONSIDERED:

Approved under consent agenda to allow 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:

- 09-20-2021 Packet List
- 09-07-2021 Credit Card Payment

CITY OF ST FRANCIS

Payments

Current Period: September 2021

Payments Batch AP 09-20-2021 $229,950.66

Refer 11819 *AIRGAS NORTH CENTRAL*

Cash Payment	E 101-43100-217 Other Operating Supplie	RENT			$13.74
Invoice 9982087506	8/31/2021				
Cash Payment	E 101-43210-217 Other Operating Supplie	RENT			$13.74
Invoice 9982087506	8/31/2021				
Cash Payment	E 101-45200-217 Other Operating Supplie	RENT			$13.74
Invoice 9982087506	8/31/2021				
Cash Payment	E 601-49440-217 Other Operating Supplie	RENT			$13.74
Invoice 9982087506	8/31/2021				
Cash Payment	E 602-49490-217 Other Operating Supplie	RENT			$13.76
Invoice 9982087506	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$68.72

Refer 11820 *ALLINA HEALTH PHARMACY*

Cash Payment	E 101-42210-217 Other Operating Supplie	SUPPLIES			$1,220.33
Invoice .081721	8/17/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,220.33

Refer 11913 *ANDERSON, JANET*

Cash Payment	G 601-22200 Deferred Revenues	REFUND #1723			$239.87
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$239.87

Refer 11821 *ANOKA COUNTY ATTORNEYS OFF*

Cash Payment	E 208-42110-441 Miscellaneous	ICR#20-123893			$30.60
Invoice					
Transaction Date	9/14/2021	CASH	10100	**Total**	$30.60

Refer 11822 *ANOKA COUNTY*

Cash Payment	E 101-41400-441 Miscellaneous	RECORDING			$46.00
Invoice 21-55678	8/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$46.00

Refer 11823 *ARK TOWING AND RECOVERY*

Cash Payment	E 101-42110-441 Miscellaneous	2008 MERCURY MOUNTAINEER			$120.00
Invoice 92966	9/8/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$120.00

Refer 11912 *BEAN, MATTHEW*

Cash Payment	G 601-22200 Deferred Revenues	REFUND #5691			$101.35
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$101.35

Refer 11911 *BENTLEY, ANTHONY*

Cash Payment	G 601-22200 Deferred Revenues	REFUND #2066			$377.37
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$377.37

Refer 11824 *BERNICK COMPANIES, THE*

Cash Payment	E 609-49751-252 Beer For Resale	BEER			$482.20
Invoice 253311	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$482.20

Refer 11918 *BGS (BARNA GUZY)*

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Cash Payment	E 101-41600-304 Civil Legal Fees	BRIDGE ST PURCHASE			$294.00
Invoice 235686	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$294.00
Refer	11919 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	SALE OF REMNANT PARCEL			$802.00
Invoice 235685	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$802.00
Refer	11920 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	PURCHASE PROPERTY			$518.00
Invoice 235687	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$518.00
Refer	11921 *BGS (BARNA GUZY)*	_			
Cash Payment	G 803-22043 Esc-Laketown (Rivers Edge)	LAKETOWN HOMES			$280.00
Invoice 235487	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$280.00
Refer	11922 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	MATSON LOAN			$1,552.96
Invoice 235486	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$1,552.96
Refer	11923 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-312 Criminal Legal Fees	PROSECUTION			$5,000.00
Invoice 235406	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$5,000.00
Refer	11924 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	MISCELLANEOUS			$1,554.00
Invoice 235395	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$1,554.00
Refer	11925 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	COMMUNITY DEVELOPMENT			$854.00
Invoice 235394	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$854.00
Refer	11926 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	GENERAL LABOR			$1,624.00
Invoice 235393	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$1,624.00
Refer	11927 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	MUNICIPAL			$1,900.00
Invoice 235392	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$1,900.00
Refer	11928 *BGS (BARNA GUZY)*	_			
Cash Payment	E 101-41600-304 Civil Legal Fees	TURTLE MOON			$258.50
Invoice 235387	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$258.50
Refer	11825 *BREAKTHRU BEVERAGE*	_			
Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$29.00
Invoice 340971025	9/9/2021				

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Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR			$2,613.69
Invoice 340971025	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$2,642.69
Refer	11910 *BROTHERS FIRE & SECURITY*				
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	ANNUAL MONITORING			$66.00
Invoice C000723	10/1/2021				
Cash Payment	E 101-43100-401 Repairs/Maint Buildings	ANNUAL MONITORING			$66.00
Invoice C000723	10/1/2021				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	ANNUAL MONITORING			$66.00
Invoice C000723	10/1/2021				
Cash Payment	E 601-49440-401 Repairs/Maint Buildings	ANNUAL MONITORING			$66.00
Invoice C000723	10/1/2021				
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	ANNUAL MONITORING			$66.00
Invoice C000723	10/1/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$330.00
Refer	11909 *CEDAR CREEK BAKING COMPANY*				
Cash Payment	E 101-42110-308 Community Education	COOKIES			$70.50
Invoice .09142021	9/14/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$70.50
Refer	11908 *CHAPMAN, LAURAN & NATHAN*				
Cash Payment	G 601-22200 Deferred Revenues	REFUND #4704			$65.72
Invoice					
Cash Payment	R 603-37400 Storm Water Fees	REFUND #4704			-$60.00
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$5.72
Refer	11907 *COUNTRY SIDE SERVICES*				
Cash Payment	E 402-43100-550 Vehicles	BLADE-APPROVED 09-07-2021			$10,196.15
Invoice 104697-01	9/10/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$10,196.15
Refer	11827 *COUNTY MARKET - CITY ACCOUN*				
Cash Payment	E 101-42210-212 Motor Fuels	FUEL			$401.71
Invoice .083121	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$401.71
Refer	11828 *DAHLHEIMER DIST. CO. INC.*				
Cash Payment	E 609-49751-252 Beer For Resale	BEER			$8,139.95
Invoice 1459468	9/9/2021				
Cash Payment	E 609-49751-254 Miscellaneous Merchandi	MISC			$55.20
Invoice 1459468	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$8,195.15
Refer	11906 *DONNAY, WALT*				
Cash Payment	G 601-22200 Deferred Revenues	REFUND #6226			$57.10
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$57.10
Refer	11829 *ECM PUBLISHERS, INC.*				
Cash Payment	E 101-41400-351 Legal Notices Publishing	AMBASSADOR BLVD RES			$53.75
Invoice 851976	9/3/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$53.75
Refer	11905 *EDMAN, ROBERT & ERIN*				

Cash Payment	G 601-22200 Deferred Revenues	REFUND #5532			$267.07
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$267.07
Refer	11830 *EHLERS & ASSOCIATES*				
Cash Payment	E 101-41540-301 Auditing and Acct g Servi	CONTINUING DISCLOSURE			$3,875.00
Invoice 87581	7/14/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$3,875.00
Refer	11831 *EMPIRE PIPE SERVICES*				
Cash Payment	E 602-49490-400 System Jetting	MAINTENANCE			$26,197.50
Invoice 3383	8/12/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$26,197.50
Refer	11832 *EMPIRE PIPE SERVICES*				
Cash Payment	E 602-49490-400 System Jetting	SANITARY SEWER INSPECTIONS			$630.00
Invoice 3409	8/30/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$630.00
Refer	11904 *FELDMEIER, JOEY*				
Cash Payment	G 601-22000 Deposits	REFUND #4556			$90.71
Invoice					
Cash Payment	R 603-37400 Storm Water Fees	REFUND #4556			-$60.00
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$30.71
Refer	11833 *GRANITE CITY JOBBING CO.*				
Cash Payment	E 609-49750-210 Operating Supplies	OPERATING			$142.80
Invoice 248084	9/10/2021				
Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$4.25
Invoice 248084	9/10/2021				
Cash Payment	E 609-49751-254 Miscellaneous Merchandi	MISC			$99.48
Invoice 248084	9/10/2021				
Cash Payment	E 609-49751-256 Tobacco Products For R	TOBACCO			$818.14
Invoice 248084	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,064.67
Refer	11903 *HAGER, THOMAS*				
Cash Payment	G 601-22200 Deferred Revenues	REFUND #1675			$113.20
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$113.20
Refer	11834 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 101-41910-303 Engineering Fees	SURVEY 31-34-24-44-0003			$702.75
Invoice 46659	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$702.75
Refer	11835 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 101-43100-303 Engineering Fees	SITE PLAN REVIEWS			$103.00
Invoice 46660	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$103.00
Refer	11836 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	G 803-22043 Esc-Laketown (Rivers Edge)	RIVERS EDGE			$372.48
Invoice 46661	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$372.48
Refer	11837 *HAKANSON ANDERSON ASSOC., I*				

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Cash Payment	E 101-42400-303 Engineering Fees	BUILDING PERMIT REVIEWS			$456.50
Invoice 46671	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$456.50
Refer	11838 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 101-41910-303 Engineering Fees	ROUTINE SERVICES			$133.28
Invoice 46670	8/31/2021				
Cash Payment	E 101-43100-303 Engineering Fees	ROUTINE SERVICES			$133.28
Invoice 46670	8/31/2021				
Cash Payment	E 101-45200-303 Engineering Fees	ROUTINE SERVICES			$133.36
Invoice 46670	8/31/2021				
Cash Payment	E 601-49440-303 Engineering Fees	ROUTINE SERVICES			$133.36
Invoice 46670	8/31/2021				
Cash Payment	E 602-49490-303 Engineering Fees	ROUTINE SERVICES			$133.36
Invoice 46670	8/31/2021				
Cash Payment	E 603-49490-303 Engineering Fees	ROUTINE SERVICES			$133.36
Invoice 46670	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$800.00
Refer	11839 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 101-41910-303 Engineering Fees	GENERAL ENGINEERING			$265.98
Invoice 46669	8/31/2021				
Cash Payment	E 101-43100-303 Engineering Fees	GENERAL ENGINEERING			$265.98
Invoice 46669	8/31/2021				
Cash Payment	E 101-45200-303 Engineering Fees	GENERAL ENGINEERING			$266.14
Invoice 46669	8/31/2021				
Cash Payment	E 601-49440-303 Engineering Fees	GENERAL ENGINEERING			$266.14
Invoice 46669	8/31/2021				
Cash Payment	E 602-49490-303 Engineering Fees	GENERAL ENGINEERING			$266.14
Invoice 46669	8/31/2021				
Cash Payment	E 603-49490-303 Engineering Fees	GENERAL ENGINEERING			$266.12
Invoice 46669	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,596.50
Refer	11840 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 603-49490-303 Engineering Fees	MS4 PERMIT			$576.00
Invoice 46668	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$576.00
Refer	11841 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 405-43100-806 2021 Street Improvemen	2021 STREET			$900.50
Invoice 46667	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$900.50
Refer	11842 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	E 405-43100-805 2020 Street Improvemen	2020 STREET			$1,404.40
Invoice 46666	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,404.40
Refer	11843 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	G 803-22180 Carpenter-Minor Subdivision	CARPENTERS LANDING			$202.50
Invoice 46665	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$202.50
Refer	11844 *HAKANSON ANDERSON ASSOC., I*				

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Cash Payment	G 803-22043 Esc-Laketown (Rivers Edge)	RIVERS EDGE			$4,002.56
Invoice 46664	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$4,002.56
Refer	11845 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	G 803-22043 Esc-Laketown (Rivers Edge)	RIVERS EDGE			$280.48
Invoice 46663	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$280.48
Refer	11846 *HAKANSON ANDERSON ASSOC., I*				
Cash Payment	G 803-22043 Esc-Laketown (Rivers Edge)	RIVERS EDGE			$372.48
Invoice 46662	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$372.48
Refer	11901 *HAWKINS, INC.*				
Cash Payment	E 602-49490-216 Chemicals and Chem Pr	CHEMICALS			$4,499.29
Invoice 6012029	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$4,499.29
Refer	11902 *HAWKINS, INC.*				
Cash Payment	E 601-49440-216 Chemicals and Chem Pr	CHEMICALS			$550.80
Invoice 6012028	8/31/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$550.80
Refer	11847 *HOISINGTON KOEGLER GROUP, I*				
Cash Payment	E 101-41910-101 Full-Time Salaries	GENERAL PLANNING			$7,308.03
Invoice 18-041-35	8/17/2021				
Cash Payment	E 225-45100-441 Miscellaneous	PARK PLAN			$4,793.70
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22160 ESC-SCHULTE SUBDIVISIO	SCHULTE			$607.50
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22179 Vista Prairie-Site Plan	VISTA PRAIRIE			$1,533.39
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22183 Dickenson-Variance/Subdivis	DICKENSON			$427.50
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22187 Sunram IUP	SUNRAM			$2,227.14
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22184 Ortell-Rita Meadows Subdivis	ORTELL			$555.00
Invoice 18-041-35	8/17/2021				
Cash Payment	G 803-22185 Dorosh-Seelye Brook -Varian	DOROSH ROOF			$523.75
Invoice 18-041-35	8/17/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$17,976.01
Refer	11856 *INNOVATIVE OFFICE SOLUTIONS,*				
Cash Payment	E 101-43100-200 Office Supplies	SUPPLIES			$14.00
Invoice IN3474376	9/3/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$14.00
Refer	11917 *INNOVATIVE OFFICE SOLUTIONS,*				
Cash Payment	E 101-41400-200 Office Supplies	SUPPLIES			$22.57
Invoice IN3479684	9/9/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$22.57
Refer	11854 *ISD #15*				
Cash Payment	E 101-42110-221 Vehicle Repair & Mainten	2021 DODGE DURANGE			$61.37
Invoice 7940	9/8/2021				

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Transaction Date 9/14/2021 CASH 10100 **Total** $61.37

Refer 11855 *ISD #15*
Cash Payment E 101-42110-221 Vehicle Repair & Mainten 2021 DODGE DURANGO $61.37
Invoice 7939 9/8/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $61.37

Refer 11850 *JOHNSON BROS WHLSE LIQUOR*
Cash Payment E 609-49751-206 Freight and Fuel Charge FREIGHT $15.70
Invoice 1885250 9/10/2021
Cash Payment E 609-49751-251 Liquor For Resale LIQUOR $1,192.50
Invoice 1885250 9/10/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $1,208.20

Refer 11851 *JOHNSON BROS WHLSE LIQUOR*
Cash Payment E 609-49751-206 Freight and Fuel Charge FREIGHT $7.85
Invoice 1885251 9/10/2021
Cash Payment E 609-49751-251 Liquor For Resale LIQUOR $277.00
Invoice 1885251 9/10/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $284.85

Refer 11852 *JOHNSON BROS WHLSE LIQUOR*
Cash Payment E 609-49751-206 Freight and Fuel Charge FREIGHT $6.28
Invoice 1885249 9/10/2021
Cash Payment E 609-49751-253 Wine For Resale WINE $264.00
Invoice 1885249 9/10/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $270.28

Refer 11853 *JOHNSON BROS WHLSE LIQUOR*
Cash Payment E 609-49751-206 Freight and Fuel Charge FREIGHT $11.51
Invoice 1885248 9/10/2021
Cash Payment E 609-49751-251 Liquor For Resale LIQUOR $602.68
Invoice 1885248 9/10/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $614.19

Refer 11848 *LEAGUE OF MN CITIES*
Cash Payment E 101-41110-433 Dues and Subscriptions MAYORS ASSOCIATION $30.00
Invoice
Transaction Date 9/14/2021 CASH 10100 **Total** $30.00

Refer 11849 *LEAGUE OF MN CITIES*
Cash Payment E 101-41400-433 Dues and Subscriptions DUES $8,541.00
Invoice 347693 9/1/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $8,541.00

Refer 11900 *LIEBOLD ANDREA & MITCHELL*
Cash Payment G 601-22200 Deferred Revenues REFUND #4971 $167.83
Invoice
Transaction Date 9/16/2021 CASH 10100 **Total** $167.83

Refer 11868 *MCDONALD DIST CO.*
Cash Payment E 609-49751-252 Beer For Resale BEER $5,581.60
Invoice 597151 9/9/2021
Cash Payment E 609-49751-255 N/A Products N/A $47.90
Invoice 597151 9/9/2021
Transaction Date 9/14/2021 CASH 10100 **Total** $5,629.50

Refer 11867 *METRO WEST INSPECTIONS SER*

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Cash Payment	E 101-42400-311 Contract	Inspection services			$65,114.02
Invoice 2953	8/3/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$65,114.02
Refer	11865 *MIDCONTINENT COMMUNICATION*	_			
Cash Payment	E 601-49440-321 Telephone	PHONE			$148.00
Invoice 13334860112189	9/2/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$148.00
Refer	11866 *MIDCONTINENT COMMUNICATION*	_			
Cash Payment	E 101-42110-321 Telephone	PHONE			$44.66
Invoice 13332710112189	9/2/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$44.66
Refer	11916 *MN DEPT OF HEALTH*	_			
Cash Payment	E 601-49440-434 Permit Fees	3RD WATER TEST FEE			$4,772.00
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$4,772.00
Refer	11899 *MORRISSEY, SCOTT*	_			
Cash Payment	G 601-22200 Deferred Revenues	REFUND #5336			$149.69
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$149.69
Refer	11869 *M-R SIGN COMPANY, INC.*	_			
Cash Payment	E 101-43100-226 Sign Repair Materials	SIGNS			$83.94
Invoice 213707	9/2/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$83.94
Refer	11898 *NORTHLAND OCCUPATIONAL HEA*	_			
Cash Payment	E 101-43100-441 Miscellaneous	TESTING			$37.50
Invoice 12021	9/15/2021				
Cash Payment	E 101-45200-441 Miscellaneous	TESTING			$37.50
Invoice 12021	9/15/2021				
Cash Payment	E 601-49440-441 Miscellaneous	TESTING			$37.50
Invoice 12021	9/15/2021				
Cash Payment	E 602-49490-441 Miscellaneous	TESTING			$37.50
Invoice 12021	9/15/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$150.00
Refer	11897 *OLSEN, KAREN*	_			
Cash Payment	G 601-22200 Deferred Revenues	REFUND #2025			$65.36
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$65.36
Refer	11862 *PACE ANALYTICAL SERVICES*	_			
Cash Payment	E 602-49490-313 Sample Testing	TESTING			$120.00
Invoice 21100347502	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$120.00
Refer	11863 *PACE ANALYTICAL SERVICES*	_			
Cash Payment	E 602-49490-313 Sample Testing	TESTING			$152.50
Invoice 21100347312	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$152.50
Refer	11864 *PACE ANALYTICAL SERVICES*	_			
Cash Payment	E 602-49490-313 Sample Testing	TESTING			$182.50
Invoice 21100347009	9/7/2021				

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Transaction Date	9/14/2021	CASH	10100	**Total**	$182.50
Refer	11896 *PAUL EMMERICH CONSTRUCTION*				
Cash Payment	G 601-22200 Deferred Revenues	REFUND #6251			$3.92
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$3.92
Refer	11861 *PEARL ARCHITECTURE LLC*				
Cash Payment	G 609-16500 Construction in Progress	LIQUOR STORE			$1,578.12
Invoice 2020.02-10	9/7/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,578.12
Refer	11858 *PHILLIPS WINE & SPIRITS CO.*				
Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$3.14
Invoice 6268648	9/10/2021				
Cash Payment	E 609-49751-254 Miscellaneous Merchandi	MISC			$88.00
Invoice 6268648	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$91.14
Refer	11859 *PHILLIPS WINE & SPIRITS CO.*				
Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$6.54
Invoice 6268647	9/10/2021				
Cash Payment	E 609-49751-253 Wine For Resale	WINE			$182.00
Invoice 6268647	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$188.54
Refer	11860 *PHILLIPS WINE & SPIRITS CO.*				
Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$29.83
Invoice 6268646	9/10/2021				
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR			$2,284.50
Invoice 6268646	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$2,314.33
Refer	11914 *POSTMASTER - ST. FRANCIS*	Ck# 079510 9/16/2021			
Cash Payment	E 101-41400-322 Postage	NEWSLETTER POSTAGE			$260.05
Invoice					
Cash Payment	E 101-42110-322 Postage	NEWSLETTER POSTAGE			$74.30
Invoice					
Cash Payment	E 101-43100-200 Office Supplies	NEWSLETTER POSTAGE			$148.60
Invoice					
Cash Payment	E 101-43210-439 Recycling Days	NEWSLETTER POSTAGE			$74.30
Invoice					
Cash Payment	E 101-45200-200 Office Supplies	NEWSLETTER POSTAGE			$37.15
Invoice					
Cash Payment	E 601-49440-200 Office Supplies	NEWSLETTER POSTAGE			$74.30
Invoice					
Cash Payment	E 602-49490-200 Office Supplies	NEWSLETTER POSTAGE			$37.15
Invoice					
Cash Payment	E 609-49750-322 Postage	NEWSLETTER POSTAGE			$37.16
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$743.01
Refer	11857 *PROFESSIONAL SERVICE IND, IN*				
Cash Payment	G 609-16500 Construction in Progress	LIQUOR STORE			$1,588.00
Invoice 00782371	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,588.00

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Refer 11826 *ROSEVILLE, CITY OF*

Cash Payment	E 101-41110-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 101-41400-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$1,544.42
Invoice 0230346	9/1/2021			
Cash Payment	E 101-42110-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$5,405.47
Invoice 0230346	9/1/2021			
Cash Payment	E 101-42210-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$992.84
Invoice 0230346	9/1/2021			
Cash Payment	E 101-43100-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 101-45200-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 601-49440-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 602-49490-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 609-49750-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$220.63
Invoice 0230346	9/1/2021			
Cash Payment	E 101-42400-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$441.26
Invoice 0230346	9/1/2021			
Cash Payment	E 101-41910-310 Computer Consulting Fe	SEPTEMBER IT SERVICES		$220.65
Invoice 0230346	9/1/2021			
Transaction Date 9/14/2021	CASH	10100	**Total**	$11,031.57

Refer 11915 *RUSSELL SECURITY RESOURCE I*

Cash Payment	G 609-16500 Construction in Progress	SAFE FOR LIQUOR STORE		$1,500.00
Invoice A40336	9/9/2021			
Transaction Date 9/16/2021	CASH	10100	**Total**	$1,500.00

Refer 11895 *SAPP, BRIAN*

Cash Payment	G 601-22200 Deferred Revenues	REFUND #5371		$106.12
Invoice				
Cash Payment	R 603-37400 Storm Water Fees	REFUND #5371		-$60.00
Invoice				
Transaction Date 9/16/2021	CASH	10100	**Total**	$46.12

Refer 11894 *SCHOEPHOERSTER, COLLEEN &*

Cash Payment	G 601-22200 Deferred Revenues	REFUND #5807		$60.47
Invoice				
Transaction Date 9/16/2021	CASH	10100	**Total**	$60.47

Refer 11887 *SKOGQUIST, ERIK*

Cash Payment	E 101-41550-311 Contract	3RD QTR ASSESSING		$4,289.28
Invoice				
Transaction Date 9/14/2021	CASH	10100	**Total**	$4,289.28

Refer 11885 *SOUTHERN GLAZERS OF MN*

Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT		$2.56
Invoice 2124378	9/10/2021			
Cash Payment	E 609-49751-253 Wine For Resale	WINE		$72.00
Invoice 2124378	9/10/2021			
Transaction Date 9/14/2021	CASH	10100	**Total**	$74.56

Refer 11886 *SOUTHERN GLAZERS OF MN*

Payments

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Cash Payment	E 609-49751-206 Freight and Fuel Charge	FREIGHT			$26.88
Invoice 2124377	9/10/2021				
Cash Payment	E 609-49751-251 Liquor For Resale	LIQUOR			$2,979.40
Invoice 2124377	9/10/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$3,006.28
Refer	11884 *STATE OF MN, DEPT OF FINANCE*	_			
Cash Payment	E 208-42110-441 Miscellaneous	ICR #20-123893			$15.30
Invoice					
Transaction Date	9/14/2021	CASH	10100	**Total**	$15.30
Refer	11893 *STOCKINGER, JACOB & KELLY*	_			
Cash Payment	G 601-22200 Deferred Revenues	REFUND #3719			$241.69
Invoice					
Cash Payment	R 603-37400 Storm Water Fees	REFUND #3719			-$60.00
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$181.69
Refer	11892 *STOLL, LISA*	_			
Cash Payment	E 101-41400-200 Office Supplies	SUPPLIES-(REIMBURSE)			$65.03
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$65.03
Refer	11891 *STRAWN, ISAAC & CHRISTY*	_			
Cash Payment	G 601-22200 Deferred Revenues	REFUND #5210			$206.95
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$206.95
Refer	11890 *STREICHER S*	_			
Cash Payment	E 208-42110-210 Operating Supplies	SUPPLIES			$750.80
Invoice I1523272	9/8/2021				
Transaction Date	9/16/2021	CASH	10100	**Total**	$750.80
Refer	11875 *SUMMIT COMPANIES*	_			
Cash Payment	E 601-49440-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$196.38
Invoice 150005581	8/31/2021				
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$196.38
Invoice 150005581	8/31/2021				
Cash Payment	E 101-43100-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$196.38
Invoice 150005581	8/31/2021				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$196.36
Invoice 150005581	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$785.50
Refer	11876 *SUMMIT COMPANIES*	_			
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	WATER PLANT			$71.00
Invoice 150005580	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$71.00
Refer	11877 *SUMMIT COMPANIES*	_			
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	WASTEWATER			$1,014.50
Invoice 150005579	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$1,014.50
Refer	11878 *SUMMIT COMPANIES*	_			
Cash Payment	E 101-42210-401 Repairs/Maint Buildings	FIRE DEPT			$203.75
Invoice 150005575	8/31/2021				

Transaction Date	9/14/2021	CASH	10100	**Total**	$203.75
Refer	11879 *SUMMIT COMPANIES*				
Cash Payment	E 101-41940-401 Repairs/Maint Buildings	COMMUNITY CENTER			$53.00
Invoice 150005574	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$53.00
Refer	11880 *SUMMIT COMPANIES*				
Cash Payment	E 601-49440-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$27.44
Invoice 150005578	8/30/2021				
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$27.44
Invoice 150005578	8/30/2021				
Cash Payment	E 101-43100-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$27.44
Invoice 150005578	8/30/2021				
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	FIRE EXTINQUISHERS			$27.43
Invoice 150005578	8/30/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$109.75
Refer	11881 *SUMMIT COMPANIES*				
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	POLICE DEPT			$285.00
Invoice 150005577	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$285.00
Refer	11882 *SUMMIT COMPANIES*				
Cash Payment	E 609-49750-401 Repairs/Maint Buildings	LIQUOR STORE			$184.75
Invoice 150005576	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$184.75
Refer	11883 *SUMMIT COMPANIES*				
Cash Payment	E 101-41940-402 Janitorial Service	CITY HALL			$63.25
Invoice 150005573	8/31/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$63.25
Refer	11888 *SUMMIT COMPANIES*				
Cash Payment	E 101-43100-401 Repairs/Maint Buildings	OLD PUBLIC WORKS			$53.00
Invoice 150005654	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$53.00
Refer	11874 *TIMESAVER OFF SITE SEC. INC*				
Cash Payment	E 101-41400-311 Contract	8/16/21 MEETING			$225.50
Invoice M26698	8/30/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$225.50
Refer	11872 *TJ ASSOCIATES*				
Cash Payment	E 101-42110-308 Community Education	LABELS			$322.65
Invoice 236719	9/9/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$322.65
Refer	11873 *TJ ASSOCIATES*				
Cash Payment	E 101-41400-200 Office Supplies	BUSINESS CARD-WIDA			$38.95
Invoice 236685	9/3/2021				
Transaction Date	9/14/2021	CASH	10100	**Total**	$38.95
Refer	11889 *WATSON, MICHAEL*				
Cash Payment	G 601-22200 Deferred Revenues	CREDIT REFFUND #5044			$126.77
Invoice					
Transaction Date	9/16/2021	CASH	10100	**Total**	$126.77

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Refer	11871 *WELLS, MARY*	_			
Cash Payment	E 101-41550-311 Contract	3RD QUARTER ASSESSING			$4,289.28
Invoice					
Transaction Date	9/14/2021	CASH	10100	**Total**	$4,289.28
Refer	11870 *WHITE, BRENT*	_			
Cash Payment	G 803-22000 Deposits	DEPOSIT REFUND			$250.00
Invoice					
Transaction Date	9/14/2021	CASH	10100	**Total**	$250.00

Fund Summary

	10100 CASH
101 GENERAL FUND	$125,059.32
208 POLICE FORFEITURE	$796.70
225 PARK FUND	$4,793.70
402 CAPITAL EQUIPMENT	$10,196.15
405 Street Improvement Fund	$2,304.90
601 WATER FUND	$9,168.11
602 SEWER FUND	$34,086.28
603 STORM WATER	$735.48
609 LIQUOR FUND	$31,175.24
803 ESCROW	$11,634.78
	$229,950.66

Pre-Written Checks	$743.01
Checks to be Generated by the Computer	$229,207.65
Total	$229,950.66

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Payments Batch P-WIRE 08-2021 $223,161.10

Refer	11526 *ACE SOLID WASTE, INC.*	Ck# 000883E 8/31/2021		
Cash Payment	E 101-43210-384 Refuse/Garbage Disposa	GARBAGE		$66.84
Invoice				
Cash Payment	E 101-42210-384 Refuse/Garbage Disposa	GARBAGE		$69.91
Invoice				
Cash Payment	E 609-49750-384 Refuse/Garbage Disposa	GARBAGE		$223.08
Invoice				
Cash Payment	E 601-49440-384 Refuse/Garbage Disposa	GARBAGE		$80.92
Invoice				
Cash Payment	E 602-49490-384 Refuse/Garbage Disposa	GARBAGE		$80.92
Invoice				
Cash Payment	E 101-43210-384 Refuse/Garbage Disposa	GARBAGE		$0.00
Invoice				
Cash Payment	E 101-43100-384 Refuse/Garbage Disposa	GARBAGE		$52.92
Invoice				
Cash Payment	E 101-45200-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 601-49440-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 602-49490-384 Refuse/Garbage Disposa	GARBAGE		$52.93
Invoice				
Cash Payment	E 101-42110-384 Refuse/Garbage Disposa	GARBAGE		$211.71
Invoice				
Cash Payment	E 101-43100-384 Refuse/Garbage Disposa	GARBAGE		$64.92
Invoice				
Cash Payment	E 101-45200-384 Refuse/Garbage Disposa	GARBAGE		$64.92
Invoice				
Transaction Date	8/11/2021	CASH	10100 **Total**	$1,074.93
Refer	11525 *CAYAN*	Ck# 000882E 8/31/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$5,266.81
Invoice				
Transaction Date	8/11/2021	CASH	10100 **Total**	$5,266.81
Refer	11715 *CAYAN*	Ck# 000916E 8/31/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$42.74
Invoice				
Transaction Date	9/6/2021	CASH	10100 **Total**	$42.74
Refer	11718 *CAYAN*	Ck# 000919E 8/31/2021		
Cash Payment	E 609-49751-207 Credit Card Expenditures	LIQUOR CC FEES		$5.40
Invoice				
Transaction Date	9/6/2021	CASH	10100 **Total**	$5.40
Refer	11714 *CENTERPOINT ENERGY*	Ck# 000915E 8/31/2021		
Cash Payment	E 609-49750-383 Gas Utilities	LIQUOR		$34.45
Invoice				
Cash Payment	E 101-42210-383 Gas Utilities	FIRE		$92.94
Invoice				
Cash Payment	E 101-42210-383 Gas Utilities	FIRE GENERATOR		$41.46
Invoice				
Cash Payment	E 602-49490-383 Gas Utilities	WWTP		$30.69
Invoice				

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Cash Payment	E 601-49440-383 Gas Utilities	PUBLIC WORKS (4020 ST FRANCIS)	$14.96
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	PUBLIC WORKS (4020 ST FRANCIS)	$14.96
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #1	$30.69
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #2	$30.69
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #3	$30.69
Invoice			
Cash Payment	E 101-41940-383 Gas Utilities	CITY HALL #4	$33.63
Invoice			
Cash Payment	E 101-45200-383 Gas Utilities	WARMING HOUSE	$35.57
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	LIFT (23699 AMBASSADOR)	$40.87
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	WATER PLANT	$496.66
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	3911 233RD AVENUE	$21.33
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	WWTP	$99.92
Invoice			
Cash Payment	E 101-42110-383 Gas Utilities	POLICE/PW	$258.90
Invoice			
Cash Payment	E 101-43100-383 Gas Utilities	POLICE/PW	$64.73
Invoice			
Cash Payment	E 101-45200-383 Gas Utilities	POLICE/PW	$64.73
Invoice			
Cash Payment	E 601-49440-383 Gas Utilities	POLICE/PW	$64.73
Invoice			
Cash Payment	E 602-49490-383 Gas Utilities	POLICE/PW	$64.71
Invoice			
Transaction Date 9/6/2021		CASH 10100 **Total**	$1,567.31

Refer	11528 *CINTAS*	Ck# 000885E 8/31/2021	
Cash Payment	E 601-49440-311 Contract	WATER PLANT RUGS	$23.04
Invoice			
Cash Payment	E 101-41940-219 Rug Maintenance	CITY HALL RUGS	$15.36
Invoice			
Cash Payment	E 101-45200-402 Janitorial Service	RUGS & SUPPLIES	$6.01
Invoice			
Cash Payment	E 101-43100-402 Janitorial Service	RUGS & SUPPLIES	$6.01
Invoice			
Cash Payment	E 601-49440-402 Janitorial Service	RUGS & SUPPLIES	$6.01
Invoice			
Cash Payment	E 602-49490-402 Janitorial Service	RUGS & SUPPLIES	$6.01
Invoice			
Cash Payment	E 101-42110-402 Janitorial Service	RUGS & SUPPLIES	$24.04
Invoice			
Cash Payment	E 601-49440-417 Uniform Clothing & PPE	UNIFORMS	$18.62
Invoice			
Cash Payment	E 602-49490-417 Uniform Clothing & PPE	UNIFORMS	$18.62
Invoice			

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Cash Payment	E 609-49750-219 Rug Maintenance	LIQUOR STORE RUGS			$26.52
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$150.24
Refer	11717 *COLONIAL INSURANCE*	Ck# 000918E 8/31/2021			
Cash Payment	G 101-21712 Colonial Insurance	AUGUST INSURANCE			$323.20
Invoice					
Transaction Date	9/6/2021	CASH	10100	**Total**	$323.20
Refer	11713 *CONNEXUS ENERGY*	Ck# 000914E 8/31/2021			
Cash Payment	E 101-41940-381 Electric Utilities	SIGN			$96.37
Invoice					
Cash Payment	E 101-41940-381 Electric Utilities	CITY HALL			$424.28
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	LIFT STATIONS			$996.45
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	PARKS			$334.05
Invoice					
Cash Payment	E 601-49440-380 Electric-System	WATER			$7,031.40
Invoice					
Cash Payment	E 101-43100-386 Street Lighting	STREET LIGHTS			$2,593.53
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	WWTP			$10,680.88
Invoice					
Cash Payment	E 609-49750-381 Electric Utilities	LIQUOR STORE			$1,124.31
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42210-381 Electric Utilities	SIREN			$5.00
Invoice					
Cash Payment	E 101-42210-381 Electric Utilities	FIRE			$641.51
Invoice					
Cash Payment	E 101-43100-381 Electric Utilities	POLICE/PW			$176.93
Invoice					
Cash Payment	E 101-45200-381 Electric Utilities	POLICE/PW			$176.93
Invoice					
Cash Payment	E 601-49440-381 Electric Utilities	POLICE/PW			$176.93
Invoice					
Cash Payment	E 602-49490-381 Electric Utilities	POLICE/PW			$176.93
Invoice					
Cash Payment	E 101-42110-381 Electric Utilities	POLICE/PW			$707.72
Invoice					
Transaction Date	9/6/2021	CASH	10100	**Total**	$25,353.22
Refer	11538 *DELTA DENTAL*	Ck# 000895E 8/31/2021			
Cash Payment	G 101-21711 Dental Insurance	PREMIUM			$1,354.35
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$1,354.35
Refer	11539 *FLYTE HCM LLC*	Ck# 000896E 8/31/2021			
Cash Payment	E 101-41540-301 Auditing and Acct g Servi	Mthly Fee			$50.00
Invoice					

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Transaction Date	8/11/2021	CASH	10100	**Total**	$50.00
Refer	11608 *FWT*	Ck# 000899E 8/31/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	08-19-2021 PAYROLL			$9,131.92
Invoice					
Cash Payment	G 101-21709 Medicare	08-19-2021 PAYROLL			$3,369.54
Invoice					
Cash Payment	G 101-21701 Federal Withholding	08-19-2021 PAYROLL			$12,718.76
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$25,220.22
Refer	11616 *FWT*	Ck# 000907E 8/31/2021			
Cash Payment	G 101-21709 Medicare	08-19-2021 PAYROLL-S			$176.40
Invoice					
Cash Payment	G 101-21701 Federal Withholding	08-19-2021 PAYROLL-S			$1,193.41
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$1,369.81
Refer	11618 *FWT*	Ck# 000909E 8/31/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	PAYROLL 08-17-2021			$1,071.08
Invoice					
Cash Payment	G 101-21709 Medicare	PAYROLL 08-17-2021			$304.36
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PAYROLL 08-17-2021			$102.35
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$1,477.79
Refer	11529 *FWT*	Ck# 000886E 8/31/2021			
Cash Payment	G 101-21703 FICA Tax Withholding	PAYROLL 08-05-2021			$8,564.58
Invoice					
Cash Payment	G 101-21709 Medicare	PAYROLL 08-05-2021			$3,233.36
Invoice					
Cash Payment	G 101-21701 Federal Withholding	PAYROLL 08-05-2021			$11,744.87
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$23,542.81
Refer	11524 *HEALTH PARTNERS*	Ck# 000881E 8/31/2021			
Cash Payment	G 101-21708 Health Premium	HEALTH INSURANCE			$34,835.68
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$34,835.68
Refer	11536 *HSA CONTRIBUTION*	Ck# 000893E 8/31/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 08-05-2021			$452.00
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$452.00
Refer	11615 *HSA CONTRIBUTION*	Ck# 000906E 8/31/2021			
Cash Payment	G 101-21714 Health Care Savings	08-19-2021 PAYROLL			$432.00
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$432.00
Refer	11611 *ICMA*	Ck# 000902E 8/31/2021			
Cash Payment	G 101-21710 Deferred Comp	08-19-2021 PAYROLL			$285.00
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$285.00
Refer	11532 *ICMA*	Ck# 000889E 8/31/2021			

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Cash Payment	G 101-21710 Deferred Comp	PAYROLL 08-05-2021			$285.00
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$285.00
Refer	11716 *MN DEPT OF REVENUE*	Ck# 000917E 8/31/2021			
Cash Payment	G 609-20810 Sales Tax Payable	JULY SALES			$25,148.00
Invoice					
Cash Payment	G 601-20810 Sales Tax Payable	JULY SALES			$849.00
Invoice					
Transaction Date	9/6/2021	CASH	10100	**Total**	$25,997.00
Refer	11534 *MN STATE RETIREMENT SYSTEM*	Ck# 000891E 8/31/2021			
Cash Payment	G 101-21714 Health Care Savings	PAYROLL 08-05-2021			$522.50
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$522.50
Refer	11535 *MN STATE RETIREMENT SYSTEM*	Ck# 000892E 8/31/2021			
Cash Payment	G 101-21715 Severance	PAYROLL 08-05-2021			$2,570.79
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$2,570.79
Refer	11613 *MN STATE RETIREMENT SYSTEM*	Ck# 000904E 8/31/2021			
Cash Payment	G 101-21714 Health Care Savings	08-19-2021 PAYROLL			$514.41
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$514.41
Refer	11614 *MN STATE RETIREMENT SYSTEM*	Ck# 000905E 8/31/2021			
Cash Payment	G 101-21714 Health Care Savings	08-19-2021 PAYROLL			$8,007.94
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$8,007.94
Refer	11540 *PAYMENT SERVICE NETWORK*	Ck# 000897E 8/31/2021			
Cash Payment	E 601-49440-430 Bank Fees	CC FEES			$428.45
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$428.45
Refer	11609 *PERA*	Ck# 000900E 8/31/2021			
Cash Payment	G 101-21704 PERA	08-19-2021 PAYROLL			$22,041.08
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$22,041.08
Refer	11619 *PERA*	Ck# 000910E 8/31/2021			
Cash Payment	G 101-21704 PERA	PAYROLL 08-17-2021			$470.20
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$470.20
Refer	11530 *PERA*	Ck# 000887E 8/31/2021			
Cash Payment	G 101-21704 PERA	PAYROLL 08-05-2021			$21,983.02
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$21,983.02
Refer	11621 *STATE OF ARIZONA*	Ck# 000912E 8/31/2021			
Cash Payment	G 101-21716 Other Deductions	PAYROLL 08-17-2021			$94.41
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$94.41
Refer	11622 *STATE OF MINNESOTA*	Ck# 000913E 8/31/2021			

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Cash Payment	G 101-21716 Other Deductions	PAYROLL 08-17-2021			$240.11
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$240.11
Refer	11537 *SUN LIFE FINANCIAL*	Ck# 000894E 8/31/2021			
Cash Payment	E 101-41400-130 Employer Paid Insurance	AUGUST INSURANCE			$219.81
Invoice					
Cash Payment	E 101-41500-130 Employer Paid Insurance	AUGUST INSURANCE			$150.70
Invoice					
Cash Payment	E 101-41910-130 Employer Paid Insurance	AUGUST INSURANCE			$150.41
Invoice					
Cash Payment	E 101-42110-130 Employer Paid Insurance	AUGUST INSURANCE			$989.10
Invoice					
Cash Payment	E 101-42210-130 Employer Paid Insurance	AUGUST INSURANCE			$78.28
Invoice					
Cash Payment	E 101-42400-130 Employer Paid Insurance	AUGUST INSURANCE			$76.33
Invoice					
Cash Payment	E 101-43100-130 Employer Paid Insurance	AUGUST INSURANCE			$183.47
Invoice					
Cash Payment	E 101-43210-130 Employer Paid Insurance	AUGUST INSURANCE			$40.78
Invoice					
Cash Payment	E 101-45200-130 Employer Paid Insurance	AUGUST INSURANCE			$183.47
Invoice					
Cash Payment	E 601-49440-130 Employer Paid Insurance	AUGUST INSURANCE			$135.00
Invoice					
Cash Payment	E 602-49490-130 Employer Paid Insurance	AUGUST INSURANCE			$134.99
Invoice					
Cash Payment	E 609-49750-130 Employer Paid Insurance	AUGUST INSURANCE			$142.95
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$2,485.29
Refer	11533 *SWT*	Ck# 000890E 8/31/2021			
Cash Payment	G 101-21702 State Withholding	PAYROLL 08-05-2021			$4,999.07
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$4,999.07
Refer	11612 *SWT*	Ck# 000903E 8/31/2021			
Cash Payment	G 101-21702 State Withholding	08-19-2021 PAYROLL			$5,384.32
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$5,384.32
Refer	11617 *SWT*	Ck# 000908E 8/31/2021			
Cash Payment	G 101-21702 State Withholding	08-19-2021 PAYROLL-S			$414.63
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$414.63
Refer	11620 *SWT*	Ck# 000911E 8/31/2021			
Cash Payment	G 101-21702 State Withholding	PAYROLL 08-17-2021			$55.62
Invoice					
Transaction Date	8/17/2021	CASH	10100	**Total**	$55.62
Refer	11527 *U S BANK EQUIPMENT FINANCE*	Ck# 000884E 8/31/2021			
Cash Payment	E 101-41400-240 Office Equip	COPIER LEASE			$190.53
Invoice					
Cash Payment	E 101-43100-240 Office Equip	COPIER LEASE			$190.53
Invoice					

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Cash Payment	E 101-43210-240 Office Equip	COPIER LEASE			$190.53
Invoice					
Cash Payment	E 101-45200-240 Office Equip	COPIER LEASE			$190.53
Invoice					
Cash Payment	E 601-49440-240 Office Equip	COPIER LEASE			$190.53
Invoice					
Cash Payment	E 602-49490-240 Office Equip	COPIER LEASE			$190.30
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$1,142.95
Refer	11719 *VILLAGE BANK*	Ck# 000920E 8/31/2021			
Cash Payment	E 101-41500-430 Bank Fees	BANK FEES			$42.32
Invoice					
Cash Payment	E 601-49440-430 Bank Fees	BANK FEES			$42.32
Invoice					
Cash Payment	E 602-49490-430 Bank Fees	BANK FEES			$42.32
Invoice					
Cash Payment	E 609-49750-430 Bank Fees	BANK FEES			$42.34
Invoice					
Transaction Date	9/6/2021	CASH	10100	**Total**	$169.30
Refer	11610 *VOYA*	Ck# 000901E 8/31/2021			
Cash Payment	G 101-21710 Deferred Comp	08-19-2021 PAYROLL			$1,265.00
Invoice					
Transaction Date	8/19/2021	CASH	10100	**Total**	$1,265.00
Refer	11531 *VOYA*	Ck# 000888E 8/31/2021			
Cash Payment	G 101-21710 Deferred Comp	PAYROLL 08-05-2021			$1,265.00
Invoice					
Transaction Date	8/11/2021	CASH	10100	**Total**	$1,265.00
Refer	11576 *WENDELLS INC*	Ck# 000898E 8/31/2021			
Cash Payment	E 101-41400-200 Office Supplies	STAMP FOR DEPOSIT			$21.50
Invoice					
Transaction Date	8/16/2021	CASH	10100	**Total**	$21.50

Fund Summary

	10100 CASH
101 GENERAL FUND	$168,840.17
601 WATER FUND	$9,632.83
602 SEWER FUND	$12,631.50
609 LIQUOR FUND	$32,056.60
	$223,161.10

Pre-Written Checks	$223,161.10
Checks to be Generated by the Computer	$0.00
Total	$223,161.10

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Payments Batch P-CC 08-2021 $16,313.54

Refer 11756 *AMAZON.COM* Ck# 000845E 8/10/2021

Cash Payment	E 609-49750-401 Repairs/Maint Buildings	CARTS	$318.06
Invoice			
Cash Payment	E 101-41940-401 Repairs/Maint Buildings	SUPPLIES	$10.70
Invoice			
Cash Payment	E 101-42110-237 Small Equipment	SUPPLIES	$21.41
Invoice			
Cash Payment	E 101-43100-417 Uniform Clothing & PPE	SUPPLIES	$16.06
Invoice			
Cash Payment	E 101-43210-200 Office Supplies	SUPPLIES	$27.43
Invoice			
Cash Payment	E 101-43210-441 Miscellaneous	SUPPLIES	$175.49
Invoice			
Cash Payment	E 101-43100-237 Small Equipment	SUPPLIES	$245.88
Invoice			
Cash Payment	E 101-45200-240 Office Equip	SUPPLIES	$120.26
Invoice			
Cash Payment	E 101-41940-412 Building Rentals	VACUUM	$558.22
Invoice			
Cash Payment	E 402-41400-560 Computers	VIDEO EQUIPMENT	$349.73
Invoice			

Transaction Date 8/10/2021 CASH 10100 **Total** $1,843.24

Refer 11757 *AT&T, INC* Ck# 000846E 8/10/2021

Cash Payment	E 101-42210-321 Telephone	PHONE	$442.51
Invoice			
Cash Payment	E 101-43100-321 Telephone	PHONE	$76.46
Invoice			

Transaction Date 9/7/2021 CASH 10100 **Total** $518.97

Refer 11758 *BCA/CJDN CONFERENCE* Ck# 000847E 8/10/2021

Cash Payment	E 101-42110-208 Training and Instruction	TRAINING-N SCHWIEGER	$75.00
Invoice			

Transaction Date 9/7/2021 CASH 10100 **Total** $75.00

Refer 11759 *CASEY S GENERAL STORE* Ck# 000848E 8/10/2021

Cash Payment	E 101-42110-212 Motor Fuels	FUEL	$1,279.73
Invoice			
Cash Payment	E 101-43100-212 Motor Fuels	FUEL	$157.20
Invoice			
Cash Payment	E 101-43210-212 Motor Fuels	FUEL	$65.24
Invoice			
Cash Payment	E 101-45200-212 Motor Fuels	FUEL	$151.45
Invoice			
Cash Payment	E 601-49440-212 Motor Fuels	FUEL	$159.75
Invoice			
Cash Payment	E 602-49490-212 Motor Fuels	FUEL	$258.46
Invoice			
Cash Payment	E 101-43210-439 Recycling Days	SUPPLIES	$5.98
Invoice			

Transaction Date 9/7/2021 CASH 10100 **Total** $2,077.81

Refer 11760 *CLIPPINGMAGIC.COM* Ck# 000849E 8/10/2021

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Cash Payment	E 101-43210-433 Dues and Subscriptions	SUBSCRIPTION			$3.99
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$3.99
Refer	11773 *COUNTY MARKET - CITY ACCOUN*	Ck# 000862E 8/10/2021			
Cash Payment	E 101-42110-212 Motor Fuels	FUEL			$1,374.43
Invoice					
Cash Payment	E 101-42210-212 Motor Fuels	FUEL			$48.11
Invoice					
Cash Payment	E 101-43210-212 Motor Fuels	FUEL			$65.40
Invoice					
Cash Payment	E 101-45200-212 Motor Fuels	FUEL			$96.68
Invoice					
Cash Payment	E 602-49490-212 Motor Fuels	FUEL			$76.85
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$1,661.47
Refer	11764 *DELL MARKETING L.P.*	Ck# 000853E 8/10/2021			
Cash Payment	E 402-41400-560 Computers	VIDEO EQUIPMENT			$436.14
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$436.14
Refer	11761 *DELTA AIR*	Ck# 000850E 8/10/2021			
Cash Payment	E 101-42210-331 Travel Expenses	FLIGHTS			$336.80
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$336.80
Refer	11762 *DEPT OF LABOR & INDUSTRY*	Ck# 000851E 8/10/2021			
Cash Payment	E 601-49440-208 Training and Instruction	LICENSE-REEDER			$19.00
Invoice					
Cash Payment	R 101-36241 Surcharge-Permits	RETAINAGE-2ND QUARTER			-$78.93
Invoice					
Cash Payment	G 101-20820 Surcharge Payable	SURCHARGE-2ND QUARTER			$1,974.07
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$1,914.14
Refer	11763 *DEX MEDIA EAST LLC*	Ck# 000852E 8/10/2021			
Cash Payment	E 609-49750-340 Advertising	ADVERTISING			$85.00
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$85.00
Refer	11765 *DOLLAR GENERAL*	Ck# 000854E 8/10/2021			
Cash Payment	E 101-42110-237 Small Equipment	SUPPLIES			$17.14
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$17.14
Refer	11766 *ECONOMIC DEVELOPMENT ASSO*	Ck# 000855E 8/10/2021			
Cash Payment	E 101-41910-208 Training and Instruction	REGISTRATION			$20.00
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$20.00
Refer	11768 *ENDEAVOR BUSINESS MEDIA*	Ck# 000857E 8/10/2021			
Cash Payment	E 101-42210-208 Training and Instruction	SCHMIDT			$425.00
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$425.00
Refer	11770 *GFOA*	Ck# 000859E 8/10/2021			

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Cash Payment	E 101-41500-441 Miscellaneous	FINANCIAL STATEMENT REVIEW		$460.00
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$460.00
Refer	11771 *HARBOR FREIGHT TOOLS*	Ck# 000860E 8/10/2021		
Cash Payment	E 101-45200-213 Vehicle Oper Supplies	SUPPLIES		$319.26
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$319.26
Refer	11767 *HOSTGATOR*	Ck# 000856E 8/10/2021		
Cash Payment	E 101-41400-441 Miscellaneous	SUBSCRIPTION		$250.20
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$250.20
Refer	11772 *IMPRINT.COM*	Ck# 000861E 8/10/2021		
Cash Payment	E 101-41910-441 Miscellaneous	SUPPLIES		$149.30
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$149.30
Refer	11769 *JUMP CITY*	Ck# 000858E 8/10/2021		
Cash Payment	E 101-42110-308 Community Education	DUNK TANK		$201.03
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$201.03
Refer	11774 *KWIK TRIP*	Ck# 000863E 8/10/2021		
Cash Payment	E 101-42110-212 Motor Fuels	FUEL		$1,414.82
Invoice				
Cash Payment	E 101-42210-212 Motor Fuels	FUEL		$89.44
Invoice				
Cash Payment	E 101-42400-212 Motor Fuels	FUEL		$103.20
Invoice				
Cash Payment	E 601-49440-212 Motor Fuels	FUEL		$62.30
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$1,669.76
Refer	11775 *LIFE ASSIST*	Ck# 000864E 8/10/2021		
Cash Payment	E 101-42210-217 Other Operating Supplies	SUPPLIES		$153.08
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$153.08
Refer	11776 *MENARDS*	Ck# 000865E 8/10/2021		
Cash Payment	E 101-43100-441 Miscellaneous	SUPPLIES		$29.71
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$29.71
Refer	11777 *MN CRIME PREVENTION ASSN.*	Ck# 000866E 8/20/2021		
Cash Payment	E 101-42110-308 Community Education	SUPPLIES		$60.00
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$60.00
Refer	11778 *MN RURAL WATER ASSOCIATION*	Ck# 000867E 8/10/2021		
Cash Payment	E 601-49440-433 Dues and Subscriptions	MEMBERSHIP-BARTEN		$150.00
Invoice				
Cash Payment	E 602-49490-433 Dues and Subscriptions	MEMBERSHIP-BARTEN		$150.00
Invoice				
Transaction Date	9/7/2021	CASH 10100	**Total**	$300.00
Refer	11779 *MY ALARM CENTER*	Ck# 000868E 8/10/2021		

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Cash Payment	E 609-49750-445 Security	LIQUOR STORE ALARM			$39.15
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$39.15
Refer	11780 *OREILLY AUTO PARTS*	Ck# 000869E 8/10/2021			
Cash Payment	E 602-49490-221 Vehicle Repair & Mainten	BATTERY			$291.52
Invoice					
Cash Payment	E 101-42210-217 Other Operating Supplies	HAND CLEANER			$21.41
Invoice					
Cash Payment	E 101-43100-221 Vehicle Repair & Mainten	SUPPLIES			$38.54
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$351.47
Refer	11784 *OWL LABS*	Ck# 000873E 8/10/2021			
Cash Payment	E 402-41400-560 Computers	VIDEO EQUIPMENT			$1,070.18
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$1,070.18
Refer	11781 *PACE-PDH*	Ck# 000870E 8/10/2021			
Cash Payment	E 601-49440-208 Training and Instruction	TRAINING-REEDER			$22.00
Invoice					
Cash Payment	E 602-49490-208 Training and Instruction	TRAINING-REEDER			$22.00
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$44.00
Refer	11782 *POPP TELECOM*	Ck# 000871E 8/10/2021			
Cash Payment	E 609-49750-321 Telephone	TELEPHONE			$53.13
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$53.13
Refer	11783 *POSTMASTER - ST. FRANCIS*	Ck# 000872E 8/10/2021			
Cash Payment	E 101-41400-322 Postage	POSTAGE			$200.00
Invoice					
Cash Payment	E 101-42110-322 Postage	POSTAGE			$50.00
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$250.00
Refer	11786 *SPEEDWAY*	Ck# 000875E 8/10/2021			
Cash Payment	E 101-42110-212 Motor Fuels	FUEL			$94.58
Invoice					
Cash Payment	E 101-42210-212 Motor Fuels	FUEL			$49.15
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$143.73
Refer	11787 *STAMPS.COM*	Ck# 000876E 8/10/2021			
Cash Payment	E 101-41400-322 Postage	POSTAGE			$17.99
Invoice					
Cash Payment	E 101-42110-322 Postage	POSTAGE			$17.99
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$35.98
Refer	11785 *SUSTAINABLE SUPPLY*	Ck# 000874E 8/10/2021			
Cash Payment	E 101-43210-401 Repairs/Maint Buildings	SUPPLIES			$27.67
Invoice					
Transaction Date	9/7/2021	CASH	10100	**Total**	$27.67
Refer	11788 *VERIZON WIRELESS*	Ck# 000877E 8/10/2021			

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Cash Payment	E 101-42110-321 Telephone	PHONE			$467.61
Invoice					
Cash Payment	E 601-49440-321 Telephone	PHONE			$183.37
Invoice					
Cash Payment	E 602-49490-321 Telephone	PHONE			$143.36
Invoice					
Transaction Date 9/7/2021		CASH	10100	**Total**	$794.34
Refer 11789 *WINNICK SUPPLY*		Ck# 000878E 8/10/2021			
Cash Payment	E 609-49750-401 Repairs/Maint Buildings	CARTS			$242.11
Invoice					
Transaction Date 9/7/2021		CASH	10100	**Total**	$242.11
Refer 11790 *ZOOM.US*		Ck# 000879E 8/10/2021			
Cash Payment	E 101-41400-433 Dues and Subscriptions	SUBSCRIPTION			$16.06
Invoice					
Transaction Date 9/7/2021		CASH	10100	**Total**	$16.06
Refer 11791 *ZORO TOOLS, INC*		Ck# 000880E 8/10/2021			
Cash Payment	E 101-42110-401 Repairs/Maint Buildings	SUPPLIES			$47.74
Invoice					
Cash Payment	E 101-43100-401 Repairs/Maint Buildings	SUPPLIES			$47.74
Invoice					
Cash Payment	E 101-45200-401 Repairs/Maint Buildings	SUPPLIES			$47.74
Invoice					
Cash Payment	E 601-49440-401 Repairs/Maint Buildings	SUPPLIES			$47.74
Invoice					
Cash Payment	E 602-49490-401 Repairs/Maint Buildings	SUPPLIES			$47.72
Invoice					
Transaction Date 9/7/2021		CASH	10100	**Total**	$238.68

Fund Summary

	10100 CASH
101 GENERAL FUND	$12,085.97
402 CAPITAL EQUIPMENT	$1,856.05
601 WATER FUND	$644.16
602 SEWER FUND	$989.91
609 LIQUOR FUND	$737.45
	$16,313.54

Pre-Written Checks	$16,313.54
Checks to be Generated by the Computer	$0.00
Total	$16,313.54

Hoisington Koegler Group Inc.

Creating Places that Enrich People's Lives

CITY COUNCIL REPORT

TO:	City of St. Francis City Council
FROM:	Beth Richmond, Consulting Planner
DATE:	September 15, 2021
SUBJECT:	Zoning Code Amendment; Interim Use Permit (IUP)
APPLICANT:	Ryan Sunram
LOCATION:	West of Hwy 47 and south of 241st Ave NW (PINs 30-34-24-41-0001 and 30-34-24-43-0001)
MEETING DATE:	September 20, 2021
COMP PLAN:	Business Park/Light Industrial
ZONING:	BPK Business Park

OVERVIEW

In preparation for this meeting, please review the Council packet provided on September 7, 2021

Ryan Sunram has submitted a zoning code amendment and Interim Use Permit (IUP) application to allow the eastern ~30 acres of the site (3 parcels) located north of the school district building, south of 241st Ave NW and east of Highway 47 to be used for agritourism. The proposed agritourism use is intended by the applicant to be a temporary use as a way of earning revenue on a portion of the property while it is being marketed for and developed as a more permanent business park use(s).

As agritourism is not a use that is currently clearly permitted within the City, the applicant has requested a zoning code amendment to allow the use as an interim use in the BPK district.

CITY COUNCIL

The City Council reviewed the ordinance amendment and IUP requests at their meeting on September 7, 2021. Members of the public and the applicant were given the opportunity to speak. Neighbors voiced concerns about the proposed project including traffic, dust, and safety.

The City Council tabled the requests at the September 7 meeting citing a need to learn more about the potential impacts of the proposed project. A work session was scheduled to discuss these requests further.

The City Council held a work session on September 14, 2021 to discuss the ordinance amendment and IUP requests. Members of the public and the applicant were present and spoke on the project. Discussion revolved around hours/seasons of operation and site access. After discussion, the four Council members in attendance stated that they were not comfortable approving the ordinance amendment request.

ACTION

The Planning Commission, supported by Staff, recommended approval of the ordinance amendment and IUP requests at their August 18, 2021 meeting. A draft ordinance and resolution for approval were prepared for your consideration and attached to the September 7, 2021 Council packet.

Based on the conversation at the City Council work session on September 14, a draft resolution for denial of the ordinance amendment request has also been prepared and is attached to this packet.

Action on the zoning code amendment is necessary prior to action on the Interim Use.

Suggested Actions:

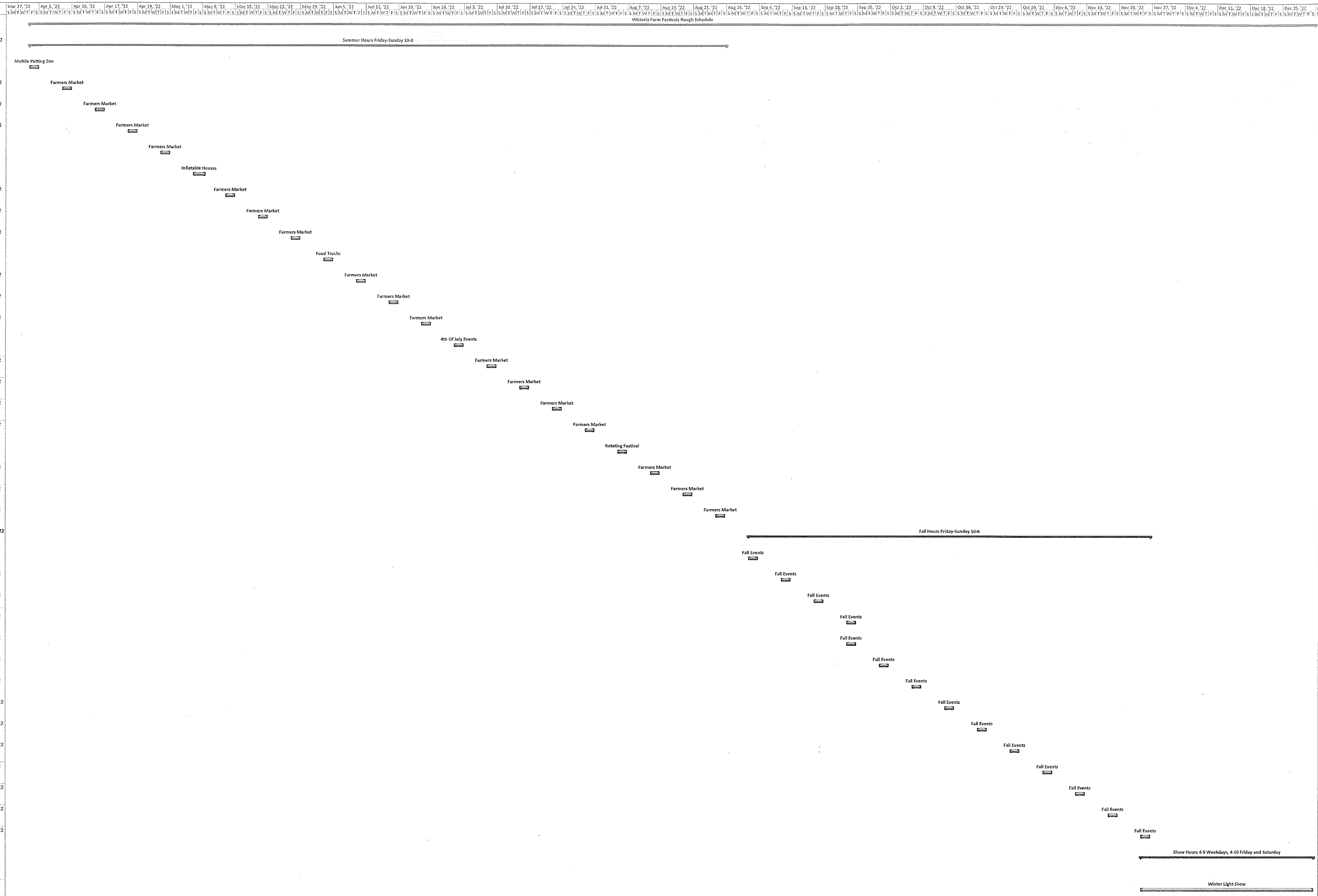
1. *Approval*
    a. *Move to approve the 1st reading of Ordinance 284 allowing agritourism uses as an interim use in the BPK zoning district.*
    b. *Move to adopt Resolution 2021-47 approving an Interim Use Permit to allow the a property zoned BPK Business Park to be used on an interim basis for agritourism subject to the conditions and findings of fact as identified by Staff.*

    **Note that this Resolution includes a condition making it contingent upon the Ordinance taking effect.*
2. *Denial*
    a. *Move to adopt Resolution 2021-47 denying the ordinance amendment request to allow agritourism as an interim use in the BPK district.*
    b. *Move to deny the requested Interim Use Permit for agritourism as this use is not an allowed use in the City's Zoning Code and direct staff to provide the applicant in writing a letter stating of the reason for the denial.*

ATTACHMENTS

- Draft Resolution 2021-47 - Denial

ID	Task Name	Duration	Start	Finish
1	**Wisteria Farm Festivals Rough Schedule**	**318.25 days**	**Fri 4/1/22**	**Sun 1/1/23**
2	**Summer Hours Friday-Sunday 10-8**	**172.63 days**	**Fri 4/1/22**	**Sun 8/28/22**
3	Mobile Petting Zoo	2 days	Fri 4/1/22	Sun 4/3/22
4	Farmers Market	2 days	Fri 4/8/22	Sun 4/10/22
5	Farmers Market	2 days	Fri 4/15/22	Sun 4/17/22
6	Farmers Market	2 days	Fri 4/22/22	Sun 4/24/22
7	Farmers Market	2 days	Fri 4/29/22	Sun 5/1/22
8	Inflatable Houses	3 days	Fri 5/6/22	Sun 5/8/22
9	Farmers Market	2 days	Fri 5/13/22	Sun 5/15/22
10	Farmers Market	2 days	Fri 5/20/22	Sun 5/22/22
11	Farmers Market	2 days	Fri 5/27/22	Sun 5/29/22
12	Food Trucks	2 days	Fri 6/3/22	Sun 6/5/22
13	Farmers Market	2 days	Fri 6/10/22	Sun 6/12/22
14	Farmers Market	2 days	Fri 6/17/22	Sun 6/19/22
15	Farmers Market	2 days	Fri 6/24/22	Sun 6/26/22
16	4th Of July Events	2 days	Fri 7/1/22	Sun 7/3/22
17	Farmers Market	2 days	Fri 7/8/22	Sun 7/10/22
18	Farmers Market	2 days	Fri 7/15/22	Sun 7/17/22
19	Farmers Market	2 days	Fri 7/22/22	Sun 7/24/22
20	Farmers Market	2 days	Fri 7/29/22	Sun 7/31/22
21	Rotating Festival	2 days	Fri 8/5/22	Sun 8/7/22
22	Farmers Market	2 days	Fri 8/12/22	Sun 8/14/22
23	Farmers Market	2 days	Fri 8/19/22	Sun 8/21/22
24	Farmers Market	2 days	Fri 8/26/22	Sun 8/28/22
25	**Fall Hours Friday-Sunday 10-6**	**99.5 days**	**Fri 9/2/22**	**Sun 11/27/22**
26	Fall Events	2 days	Fri 9/2/22	Sun 9/4/22
27	Fall Events	2 days	Fri 9/9/22	Sun 9/11/22
28	Fall Events	2 days	Fri 9/16/22	Sun 9/18/22
29	Fall Events	2 days	Fri 9/23/22	Sun 9/25/22
30	Fall Events	2 days	Fri 9/23/22	Sun 9/25/22
31	Fall Events	2 days	Fri 9/30/22	Sun 10/2/22
32	Fall Events	2 days	Fri 10/7/22	Sun 10/9/22
33	Fall Events	2 days	Fri 10/14/22	Sun 10/16/22
34	Fall Events	2 days	Fri 10/21/22	Sun 10/23/22
35	Fall Events	2 days	Fri 10/28/22	Sun 10/30/22
36	Fall Events	2 days	Fri 11/4/22	Sun 11/6/22
37	Fall Events	2 days	Fri 11/11/22	Sun 11/13/22
38	Fall Events	2 days	Fri 11/18/22	Sun 11/20/22
39	Fall Events	2 days	Fri 11/25/22	Sun 11/27/22
40	**Show Hours 4-9 Weekdays, 4-10 Friday and Saturday**	**42 days**	**Fri 11/25/22**	**Sun 1/1/23**
41	Winter Light Show	42 days	Fri 11/25/22	Sun 1/1/23



Project: Wisteria Farm Festivals Sc
Date: Thu 9/16/21

Task | Split | Milestone | Summary | Project Summary | External Tasks | External Milestone | Inactive Task | Inactive Milestone | Inactive Summary | Manual Task | Duration-only | Manual Summary Rollup | Manual Summary | Start-only | Finish-only | Deadline | Progress

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

RESOLUTION 2021-47

A RESOLUTION TO DENY AN ORDINANCE AMENDMENT REQUEST TO AMEND THE ZONING CODE TO ALLOW AGRITOURISM AS AN INTERIM USE IN THE BPK BUSINESS PARK DISTRICT

WHEREAS, the applicant, Ryan Sunram, has submitted an ordinance amendment request to include agritourism as an allowable interim use within the BPK Business Park zoning district; and

WHEREAS, the 2040 Comprehensive Plan's Business Park/Light Industrial land use category emphasizes job creation and retention to create attractive employment centers; and

WHEREAS, the purpose of the BPK zoning district is to provide for a mix of compatible office and light industrial uses situated in transitional areas near the City's main transportation corridors; and

WHEREAS, on July 21, 2021, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on August 18, 2021, the Planning Commission recommended approval of the requested ordinance amendment; and

WHEREAS, the City Council of the City of St. Francis, on September 7, 2021 and September 20, 2021, considered the requested ordinance amendment and determined that this use is not consistent with the City's 2040 Comprehensive Plan; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby denies the requested zoning code amendment to allow agritourism as an interim use in the BPK district based on the following findings of fact:

1) The proposed ordinance amendment request is not consistent with the City's Comprehensive Plan.
2) The proposed ordinance amendment request is not consistent with the intent of the BPK zoning district.

Approved and adopted by the City Council of the City of St. Francis on the 20th day of September, 2021.

Steven D. Feldman, Mayor

Attest: Jennifer Wida, City Clerk

This Instrument Drafted By:
Hoisington Koegler Group, Inc.
123 North Third Street Suite 100
Minneapolis, MN 55401
(612) 338-0800

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

RESOLUTION 2021-47

A RESOLUTION APPROVING AN INTERIM USE PERMIT TO ALLOW AGRITOURISM USES ON A SITE ZONED BPK BUSINESS PARK

WHEREAS, the applicant, Ryan Sunram, has requested an Interim Use Permit to allow agricultural uses on the property; and

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

WHEREAS, the site is guided for Business Park/Light Industrial use; and

WHEREAS, the site is zoned BPK Business Park; and

WHEREAS, agritourism is an interim use within the BPK District; and

WHEREAS, on July 21, 2021, after published and mailed notice in accordance with Minnesota Statutes and the City Code, the Planning Commission held a public hearing, at which time all persons desiring to be heard concerning this application were given the opportunity to speak thereon; and

WHEREAS, on August 18, 2021, the Planning Commission recommended approval of the requested Interim Use Permit; and

WHEREAS, the City Council of the City of St. Francis, on September 7, 2021 and September 20, 2021, considered the requested Interim Use Permit and how it might affect public health, safety, or welfare and found that with the noted conditions the project will not negatively impact the public health, safety, or welfare.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the requested Interim Use Permit for agritourism uses on a lot zoned BPK Business Park based on the following findings of fact:

1) The proposed agritourism use is an interim, or temporary, use in the BPK district until the site can be developed for a higher, better use in accordance with the City Zoning Code and the Comprehensive Plan.
2) The proposed land use request is consistent with the City’s Comprehensive Plan.
3) The proposed land use request is consistent with the City’s amended Zoning ordinance upon its approval and publication.
4) The traffic generated by the proposed use can be accommodated by the existing street network.
5) The proposed use will not be served by City services.

6) The proposed use will not impose additional unreasonable costs on the public.

BE IT FURTHER RESOLVED that approval of the Interim Use Permit for agritourism uses on a lot zoned BPK Business Park shall be subject to the following conditions:

1) Ordinance 284 amending the zoning code to allow agritourism as an interim use in BPK districts shall be effective prior to the recording of this document.
2) The Interim Use Permit shall lapse 5 years from the date of approval of the IUP or when the property is sold, whichever occurs first. If the property has not been sold within 5 years, the applicant may apply to renew this IUP through a public hearing process.
3) Hours of operation shall be limited to Friday through Sunday from Memorial Day through Thanksgiving. Summer hours (Memorial Day through end of August) shall be from 10am to 8pm. Fall hours (September through Thanksgiving) shall be from 10am to 6pm.
4) A winter lightshow is permitted daily from Thanksgiving to New Year's Day. Hours of operation shall be from 4pm to 9pm Sunday through Thursday and 4pm to 10pm on Friday and Saturday.
5) A turnaround large enough to accommodate emergency vehicles should be provided at the end of the gravel driveway.
6) All vehicle parking should be accommodated internally – no parking along 241st Ave NW is permitted.
7) The proposed use shall not negatively affect traffic flow on 241stAve NW. If it does, the applicant shall address the issue immediately to the City's satisfaction.
8) The responsible road authority and law enforcement agency shall be notified of such use at the proposed location. If traffic congestion occurs as a result of the use, the applicant shall coordinate with the responsible road authority and law enforcement agency and shall pay for additional traffic management as warranted.
9) Dust and noise shall be adequately controlled consistent with state statutes and shall not become a nuisance to neighboring residential uses.
10) Outdoor lighting serving the site shall be dark sky compliant and shall comply with the regulations listed in Section 10-71-04 Exterior Lighting.
11) Adequate restroom facilities shall be provided either through permanent facilities or seasonal, portable toilets.
12) Local and state health and liquor regulations shall be met if food or beverages are served.
13) The operator shall remove waste and litter and dispose of gray water regularly so as to not become a nuisance. Public trash cans shall not be used to dispose of waste generated by the operation. Gray water shall not be disposed of onto the ground or in City stormwater drains.
14) Applicant shall actively market the site for uses consistent with the Comprehensive Plan's designation of the area as business park.
15) Food trucks on the site shall follow requirements for mobile food units in Code Section 10-68-12.
16) The applicant shall provide legal proof of ownership of the property.
17) Applicant shall provide the full legal description of the subject properties in Word format.
18) The applicant shall comply with any comments regarding access or roadway status from MnDOT.

19) A plan for seasonal directional signs shall be administratively approved.
20) The permanent porta potty remaining on the site shall be serviced at least once per week.
21) The office shall be no larger than 1,000 square feet.
22) The applicant shall establish a plan to have on file with the IUP that provides for a proactive response to nuisance-related complaints.
23) Applicant shall be responsible for obtaining all required permits from city, county, state, and federal agencies.
24) The applicant is responsible for all fees related to the review of this application.
25) All fees and financial obligations shall be received by the City prior to the releasing of the Interim Use Permit for recording.
26) The applicant shall record the approval document(s) with the County Recorder in accordance with Section 10-31-03 of the City Code.

Approved and adopted by the City Council of the City of St. Francis on the 20th day of September, 2021.

____
Steven D. Feldman, Mayor

____
Attest: Jennifer Wida, City Clerk

This Instrument Drafted By:
Hoisington Koegler Group, Inc.
123 North Third Street Suite 100
Minneapolis, MN 55401
(612) 338-0800

EXHIBIT A

Legal Description

THE W1/2 OF NE1/4 OF SE1/4 OF SEC 30 T34 R24, EX RD, SUBJ TO EASE OF REC AND THE N 330 FT TAKEN BY PRLL LINES OF S1/2 OF SE1/4 OF SEC 30 T34 R24; EX RD; SUBJ TO EASE OF REC

(Reserved for Recording Data)

CITY OF ST. FRANCIS

ANOKA COUNTY, MINNESOTA

INTERIM USE PERMIT AT PINs 30-34-24-41-0001 AND 30-34-24-43-0001

1. **PERMIT.** Subject to the terms and conditions set forth herein, the CITY OF ST. FRANCIS hereby grants an Interim Use Permit to allow the following use: agritourism.

2. **PROPERTY.** This Interim Use Permit is for the following described property in the City of St. Francis, Anoka County, Minnesota:

THE W1/2 OF NE1/4 OF SE1/4 OF SEC 30 T34 R24, EX RD, SUBJ TO EASE OF REC AND THE N 330 FT TAKEN BY PRLL LINES OF S1/2 OF SE1/4 OF SEC 30 T34 R24; EX RD; SUBJ TO EASE OF REC

3. **CONDITIONS.** This Interim Use Permit is issued subject to construction in accordance with the approved plans submitted with the application and the following conditions:

    1. Ordinance 284 amending the zoning code to allow agritourism as an interim use in BPK districts shall be effective prior to the recording of this document.
    2. Hours of operation shall be limited to Friday through Sunday from Memorial Day through Thanksgiving. Summer hours (Memorial Day through end of August) shall be from 10am to 8pm. Fall hours (September through Thanksgiving) shall be from 10am to 6pm.
    3. A winter lightshow is permitted daily from Thanksgiving to New Year’s Day. Hours of operation shall be from 4pm to 9pm Sunday through Thursday and 4pm to 10pm on Friday and Saturday.
    4. A turnaround large enough to accommodate emergency vehicles should be provided at the end of the gravel driveway.

5. All vehicle parking should be accommodated internally – no parking along 241st Ave NW is permitted.
6. The proposed use shall not negatively affect traffic flow on 241stAve NW. If it does, the applicant shall address the issue immediately to the City's satisfaction.
7. The responsible road authority and law enforcement agency shall be notified of such use at the proposed location. If traffic congestion occurs as a result of the use, the applicant shall coordinate with the responsible road authority and law enforcement agency and shall pay for additional traffic management as warranted.
8. Dust and noise shall be adequately controlled consistent with state statutes and shall not become a nuisance to neighboring residential uses.
9. Outdoor lighting serving the site shall be dark sky compliant and shall comply with the regulations listed in Section 10-71-04 Exterior Lighting.
10. Adequate restroom facilities shall be provided either through permanent facilities or seasonal, portable toilets.
11. Local and state health and liquor regulations shall be met if food or beverages are served.
12. The operator shall remove waste and litter and dispose of gray water regularly so as to not become a nuisance. Public trash cans shall not be used to dispose of waste generated by the operation. Gray water shall not be disposed of onto the ground or in City stormwater drains.
13. Applicant shall actively market the site for uses consistent with the Comprehensive Plan's designation of the area as business park.
14. Food trucks on the site shall follow requirements for mobile food units in Code Section 10-68-12.
15. A plan for seasonal directional signs shall be administratively approved.
16. The permanent porta potty remaining on the site shall be serviced at least once per week.
17. The office shall be no larger than 1,000 square feet.
18. The applicant shall establish a plan to have on file with the IUP that provides for a proactive response to nuisance-related complaints.

4. TERMINATION OF PERMIT. The City may revoke the permit following a public hearing for violation for the terms of this permit.

5. LAPSE. The Interim Use Permit shall lapse 5 years from the date of approval of the IUP or when the property is sold, whichever occurs first. If the property has not been sold within 5 years, the applicant may apply to renew this IUP through a public hearing process.

6. CRIMINAL PENALTY. Both the owner and any occupant of the subject property are responsible for compliance with this Interim Use Permit. Violation of the terms of this Interim Use Permit is a criminal misdemeanor.

7. **RECORDING.** This Interim Use Permit shall be recorded against the title to the Property.

Dated: September 20, 2021

CITY OF ST. FRANCIS

BY: ________________________________

Steven D. Feldman, Mayor

(SEAL)

AND ________________________________

Joe Kohlmann, City Administrator

STATE OF MINNESOTA)

: ss

COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this 20th day of September, 2021, by **Steven D. Feldman**, Mayor, and by **Joe Kohlmann**, City Administrator, of the **CITY OF ST. FRANCIS**, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by the City Council.

____

Notary Public

[Notary Seal]

This Instrument Drafted By:
Hoisington Koegler Group, Inc.
123 North Third Street Suite 100
Minneapolis, MN 55401
(612) 338-0800

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #: 9A

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Resolution to Adjust the Tax Levy for Bonded Indebtedness**

DATE: 09-14-2021

ITEM FOR CONSIDERATION:

Attached is a resolution to adjust the tax levy for bonded indebtedness for 2022.

BACKGROUND:

In 2013, a bond was issued to advance refund the 2007 Bonds. This bond was subsequently refunded in 2021 and is part of the 2021A Bond Issue. The city also issued GO Bonds in 2015 for street improvements. In 2017, the city refunded the 2012A EDA Lease Revenue with the 2017A GO Bonds. All of these issues have a tax levy associated with them. The city has averaged the levy stream out over the life of the bonds so that the levy stays consistent. The city also contributes some funds from the Water and Sewer Funds to help with the repayments. The attached resolution adjusts levied amount to what we need to pay back the bond issues.

ACTION BE TO CONSIDERED:

Approve the attached resolution adjusting the levy.

BUDGET IMPLICATION:

This sets the levy for bond indebtedness for 2022.

Attachments:

1. Resolution Adjusting the Tax Levy for Bonded Indebtedness.

CITY OF ST. FRANCIS
ST. FRANCIS, MN

RESOLUTION 2021-49

A RESOLUTION ADJUSTING THE TAX LEVY
FOR BONDED INDEBTEDNESS

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation Capital Improvement, Series 2017A; and

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation General Obligation Bonds, Series 2021A; and

WHEREAS, the City of St. Francis sold bonds referred to as General Obligation Improvement Bonds, Series 2015A; and

WHEREAS, the City may adjust the amount of taxes levied for collection in order to average the levy stream out over the life of the Bonds; and

WHEREAS, the City will make transfers of equal amounts from the Water and Sewer Funds to help pay for the 2017A Capital Improvement bonds; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of St. Francis, Minnesota that the tax levy for bonded indebtedness for fiscal (collection) year 2022 be adjusted as follows:

Bond description	*Scheduled Levy*	*Adopted Levy*
G.O. Capital Improvement-2017	$492,745.32	327,220.00
G.O. Improvement Bonds – 2015A	$16,229.14	$20,470.00
G.O. Improvement Bonds-2021	$82,9946.02	$20,900.00

BE IT FURTHER RESOLVED that the County Auditor of Anoka County is hereby requested and directed adjust the scheduled levy for collection in 2022.

The motion for the adoption of the foregoing resolution was made by , and was duly seconded by and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:
and the following were absent:

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF SEPTEMBER, 2021.

APPROVED:

____
Steve Feldman, Mayor of St. Francis

ATTEST:

____
Jenni Wida, City Clerk

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #: 9B

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **Resolution Providing for the Preliminary Approval of a Proposed 2022 Tax Levy and Setting the Budget Public Hearing Date**

DATE: 09-14-2021

ITEM FOR CONSIDERATION:

State law requires the City to certify its preliminary 2022 levy to the county by September 30, 2021. This levy then **cannot be increased** when the final levy is adopted in December. The council also needs to set the date that the budget and levy will be discussed in December which will also allow for public input.

BACKGROUND:

The 2021 levy was set at $4,234,590. This included a General Fund Levy of $3,866,000 and a Debt Service Levy of $368,590.

The 2022 levy is proposed to increase to $4,669,590. This includes the General Operating Levy of $4,301,000 and a debt service levy of $368,590. This levy utilizes the city's increased market value amounts to keep the overall tax rate about the same as the rate in 2021. This means that a home valued the same in both years will pay the about the same amount in city taxes as last year. The 2021 tax rate was 50.589%. The following table shows the tax rate for the city since 2015. As you can see the rate has been steadily dropping each year.

2015	58.908%
2016	58.428%
2017	54.116%
2018	53.996%
2019	53.176%
2020	50.543%
2021	50.589%
Proposed 2022	50.490%

The total increase in the levy is $435,000 or 10.27%. This does include an increase of $224,000 for a future city hall/fire station debt service. Total levy will be $470,000.

The General Operating Levy is broken down to the General Fund, Capital Equipment, Building Improvements and Street Improvements. There has been $260,000 designated to Capital Equipment to fund projects listed in the CIP Plan for 2022-2026.

The resolution also sets the date for the Public Hearing on the 2022 Levy and Budget for Monday December 6, 2021 at 6:00 pm as part of the regular city council meeting.

ACTION BE TO CONSIDERED:

Approve the attached resolution setting the preliminary levy.

BUDGET IMPLICATION:

The levy that is set will determine the level of the proposed expenditures for 2022.

Attachments:

1. Resolution Providing the Preliminary Approval of a Proposed 2022 Tax Levy and Setting Budget Public Hearing Date.

CITY OF ST. FRANCIS
ST. FRANCIS, MN

RESOLUTION 2021-50

A RESOLUTION PROVIDING PRELIMINARY APPROVAL OF A PROPOSED 2022 TAX LEVY And SETTING BUDGET PUBLIC HEARING DATE

WHEREAS, State law requires that the City Council give preliminary approval of a proposed tax levy for 2022 by September 30, 2021.

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

1. To adopt the preliminary maximum tax levy payable in 2022 against taxable property in the City of St. Francis at:

General Operating Levy	
General Fund	$ 3,271,000.00
Capital Equipment Fund	260,000.00
Building Improvements	470,000.00
Street Improvements	300,000.00
Total General Operating Levy	4,301,000.00
Debt Service Levy	
2013A Debt Service	$ 20,900.00
2015A Debt Service	20,470.00
2017A Debt Service	327,220.00
Total Debt Service Levy	$ 368,590.00
Total Levy	$ 4,669,590.00

1. To set the date for consideration of the final levy and consideration of the 2022 Budget shall be set as Monday, December 6, 2021 at 6:00 pm at the ISD #15 CENTRAL SERVICES CENTER (DISTRICT OFFICES) AT 4115 AMBASSADOR BLVD. NW.
2. The motion for the adoption of the foregoing resolution was made by Councilmember________ and was duly seconded by Councilmember_______ and upon vote being taken thereon, the following voted in favor:

and the following voted against the same:

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 20th DAY OF SEPTEMBER, 2021.

Steve Feldman, Mayor

ATTEST:

Jenni Wida, City Clerk

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
9C

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: **Schedule a Worksession**

DATE: September 20th, 2021

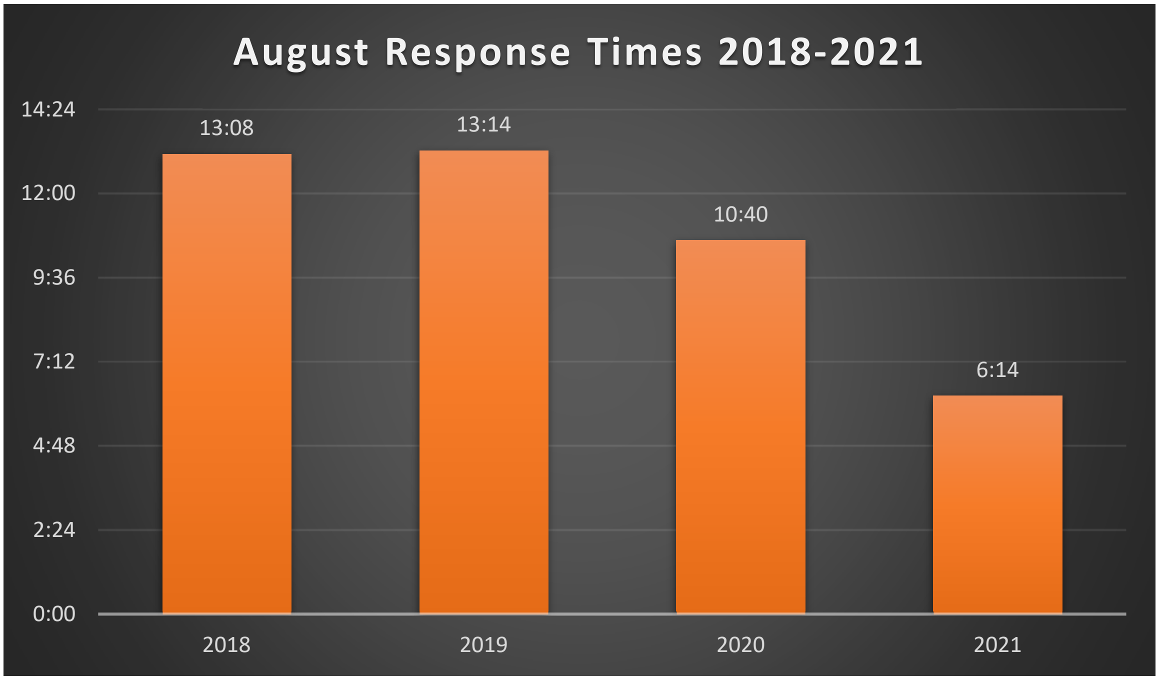
OVERVIEW:

Community Development is requesting a work session with Council to discuss current land use applications.

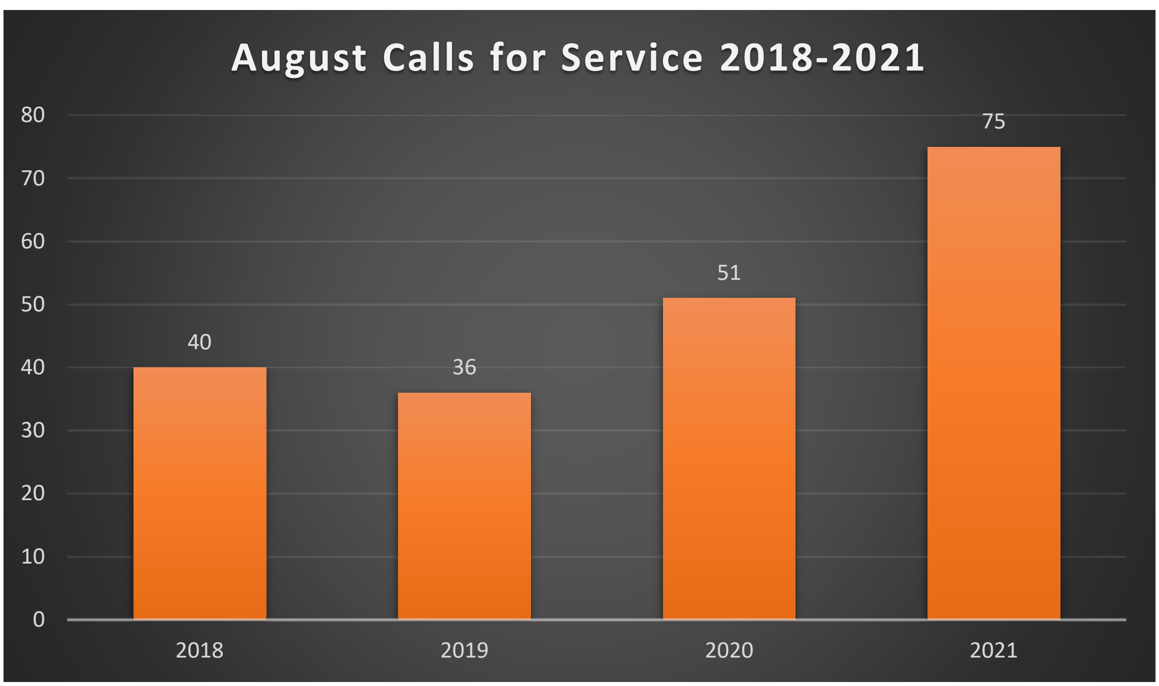
MONTHLY COMPARISON REPORT 2018-2021

August

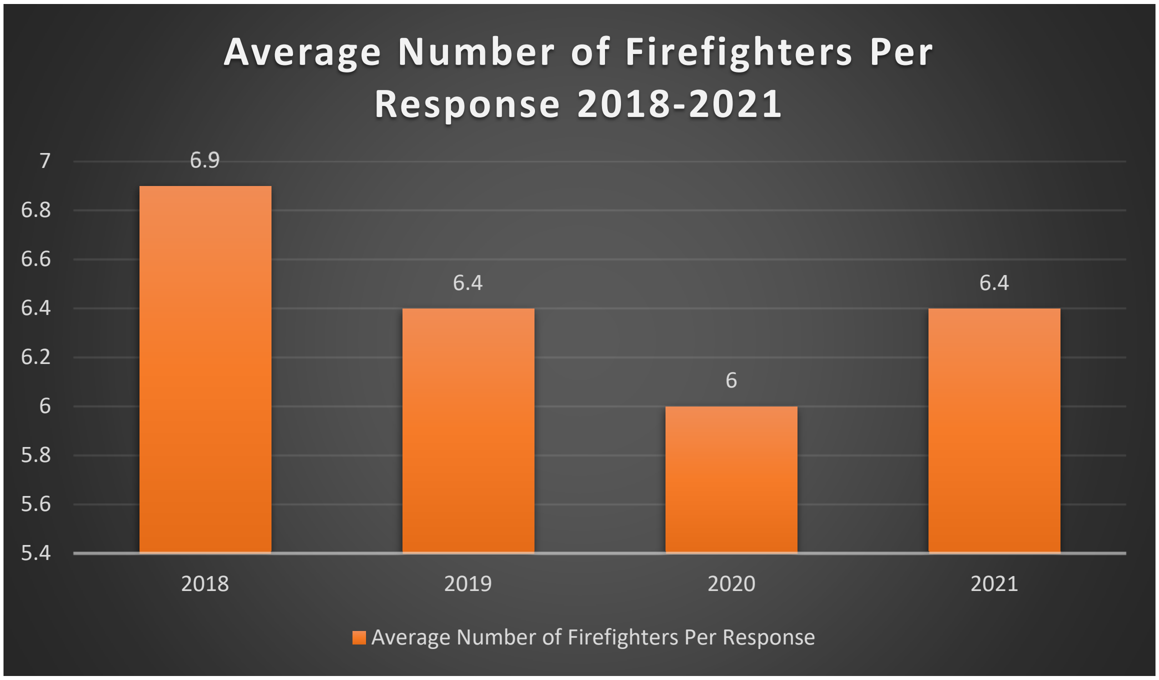
ST. FRANCIS
FIRE & RESCUE

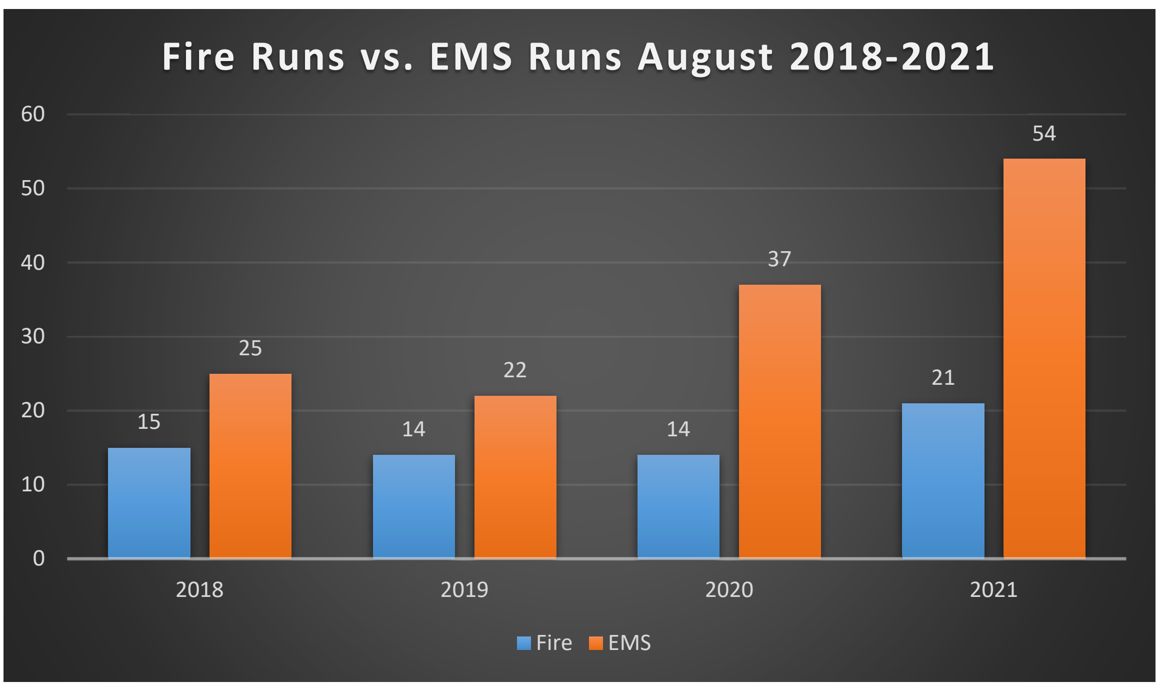


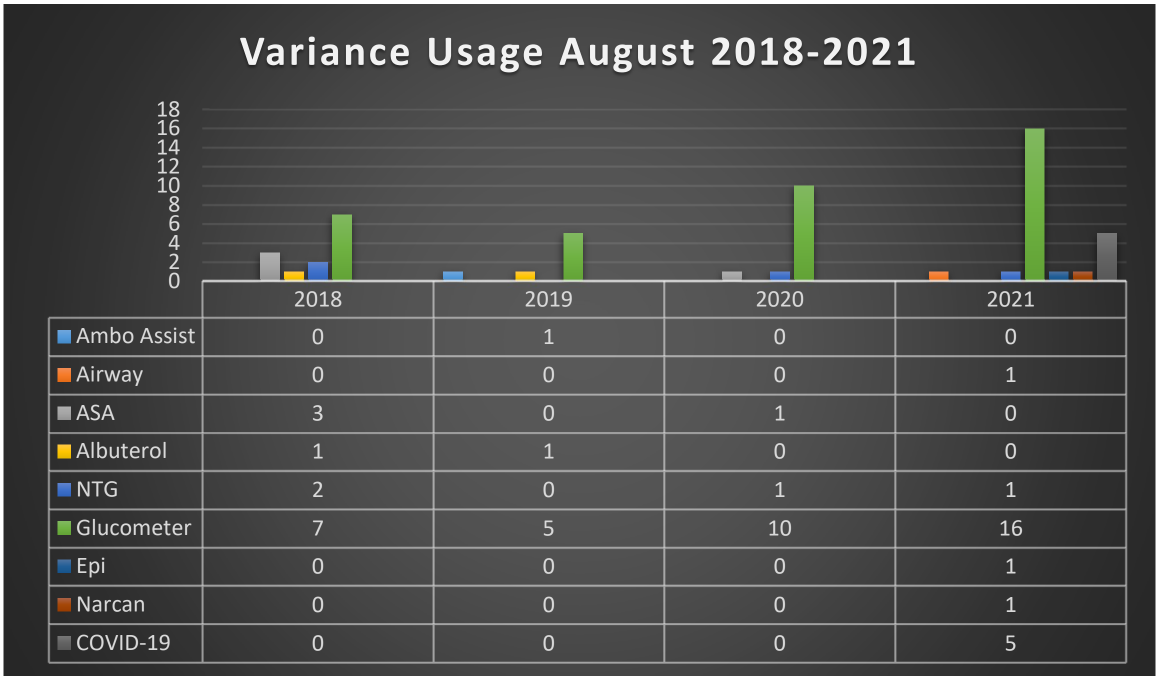
August Response Times 2018-2021
14:24
12:00
9:36
7:12
4:48
2:24
0:00
13:08
13:14
10:40
6:14
2018
2019
2020
2021



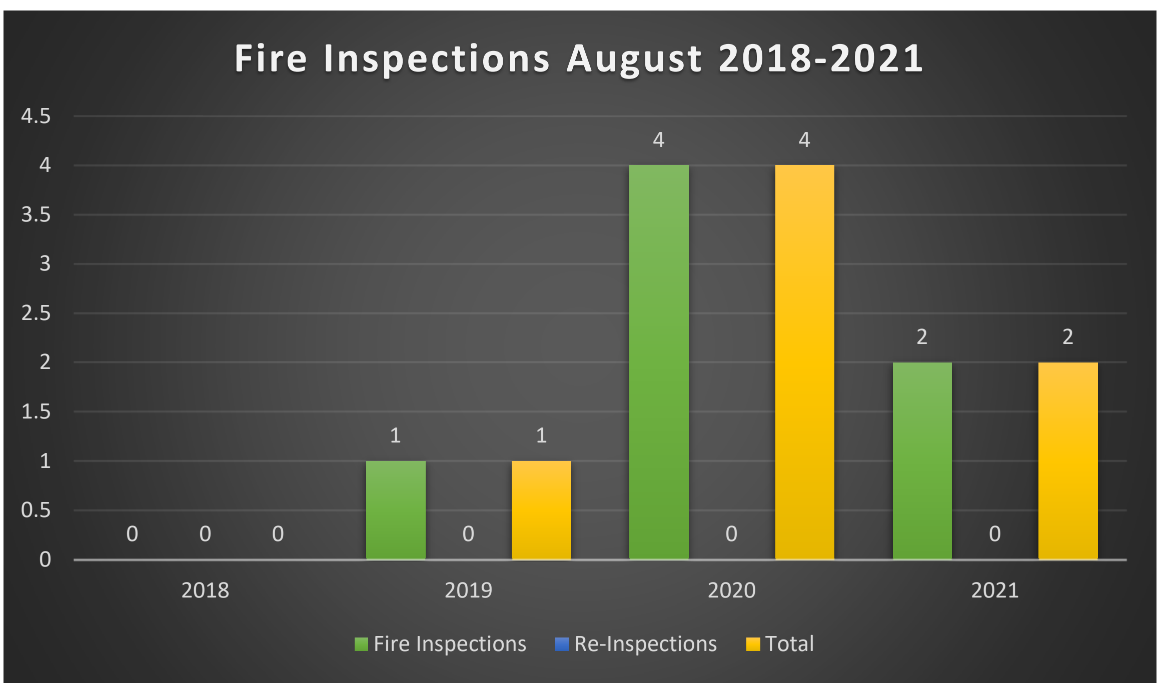
August Calls for Service 2018-2021
80
70
60
50
40
30
20
10
0
40
36
51
75
2018
2019
2020
2021


Average Number of Firefighters Per Response 2018-2021
7
6.8
6.6
6.4
6.2
6
5.8
5.6
5.4
6.9
6.4
6
6.4
2018
2019
2020
2021
Average Number of Firefighters Per Response


Fire Runs vs. EMS Runs August 2018-2021
60
50
40
30
20
10
0
15
25
14
22
14
37
21
54
2018
2019
2020
2021
Fire
EMS



	2018	2019	2020	2021
Ambo Assist	0	1	0	0
Airway	0	0	0	1
ASA	3	0	1	0
Albuterol	1	1	0	0
NTG	2	0	1	1
Glucometer	7	5	10	16
Epi	0	0	0	1
Narcan	0	0	0	1
COVID-19	0	0	0	5



City of St. Francis

Streets and Parks Monthly Report – August 2021

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
All Dept.	Building Maintenance	Light bulbs, toilets, sinks, etc.	46	Hours
Streets	Snowplowing	Plowing City Streets	0	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	0	Cul-Da-Sacs
Streets	Snowplowing	Amount of Salt Applied to Roads	0	Tons
Streets/Parks	Snowplowing	Plowing Parking Lots	0	Number of Lots
Parks	Snowplowing	Trails/Sidewalks	0	Miles
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	0	Tons
Streets	Grading	Grading City Roads	13	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	45	Inspections
Parks	Events	Preparation and Inspection	18	5 Ball Games 13 Misc.
Parks	Fertilizing	Applied to city properties and parks	0	Pounds
Parks	Mowing	City Parks and Property	194	Acres
Streets	Signs	Signs Installed or Repaired	5	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	6	2 Streets 4 Park
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	48	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	28	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	6	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	0	Yards
Parks	Ball Fields	Dragging Ball Fields	10	Times
Parks	Trail Mowing	Mowing Along Walking Trails	48.6	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	6	Time
Streets	Ditch Mowing	Mowing Along Roadway	0	Miles
Parks	Ice Rinks	Applying Water On Rinks	0	Gallons

Parks	Vandalism	Damage to City Property	0	Hours
Parks	Playground	Install Woodchips	0	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	0	Yards
Recycling	Meeting	With Anoka County	1	Meeting
Recycling	Event	LePage Recycling Event & Free Shred Event/Leaf Event	0	Events

City of St. Francis

Water and Sewer Monthly Report – August 2021

Public Works
4058 St. Francis Blvd. NW
St. Francis, MN 55070

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	**Water Treatment Report**			
Water	Inspect Facility Daily	Facility Inspection	18	Inspections
Water	Operational Hours	Hours spent at facility	36	Hours
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	Calculation
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	Calculations
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	Chemical Adjustments
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	21	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	Daily	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	**Water Flows/Results**			
		Total Raw water	24.3	Million Gallons
		Total Finished water	23.6	Million Gallons
		Average Daily Flow	.761	Million Gallons
		Average Chlorine	.7	Mg/l
		Average Raw Iron	.91	Mg/l
		Average Raw Manganese	.09	Mg/l
		Average Fluoride	.71	Mg/l
		Iron Removal	**99**	**%**
		Manganese Removal	**89**	**%**

Wastewater	Wastewater Treatment Report			
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 30 Constituents); 8 Effluent (40 Constituents:	70	Constituents
Wastewater	Operational Hours	Hours spent at facility.	144	Hours
Wastewater	Inspect Operations Building	Daily inspection of building.	18	Inspections
Wastewater	Inspect Pre-treatment Building	Daily inspection of building.	18	Inspections
Wastewater	Inspect Tertiary Building	Daily inspection of building.	18	Inspections
Wastewater	D.O Readings	Take Required D.O Readings.	31	D.O Readings
Wastewater	pH Readings	Take Required pH Readings.	31	pH Readings
Wastewater	Inspections	Inspect 8 lift stations daily and calculate pump runtimes.	144	Lift Station Inspections
Wastewater	Daily Lab	Process Control Test	80	Tests
	Wastewater Flows/Results			
		Discharge Point	Seelye Brook	
		Total Influent	10.5	Million Gallons
		Total Effluent	10.7	Million Gallons
		Reuse effluent	1.02	Million Gallons
		Influent TSS	245	Mg/l
	Limit: (15mg/l)	Effluent TSS	0	Mg/l
	Limit: (85 %)	**TSS % Removal**	**100**	**% Removal**
		Influent CBOD	223	Mg/l
	Limit: (15 mg/l)	Effluent CBOD	0	Mg/l
	Limit: (85 %)	**CBOD % Removal**	**100**	**% Removal**
		Influent Phosphorus	5.6	Mg/l
	Limit: (1 mg/l)	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	**100**	**% Removal**
		Influent Ammonia Nitrogen	29.3	Mg/l
	Limit: (Seasonal) 1.4 mg/l	Effluent Ammonia Nitrogen	0	Mg/l
		Ammonia Nitrogen % Removal	**100**	**% Removal**

Water/ Sewer	**Monthly Tasks**			
Water/Sewer	Locates	Process Locate Requests	89	Utility Locate Requests
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	2	Inspections
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high	18	Work Orders
Re-reads	Re-read Meters	Re-read Meters	3	Meters
Water/Sewer	**Monthly Projects**			
Wastewater Facility	Biosolids Processing	Biosolids processing for land application is complete.	874,993	Gallons
Wastewater Facility	Sump Pump	Inspect all sump pumps for operation.	6	Pumps
Operator Interviews	Interviews	Interview potential candidates for job opening.	3	Interviews
Collection System	Jetting and Televising	Jet and televise sewer main.	20,000	Feet
Distribution System	Department of Health	Meet with Department of Health on needs study.	4	Hours
Distribution System	Meter Flow Test	Flow test water plant, wastewater plant and well house meters for accuracy.	8	Meters
Water Tower Inspection	Bi-annual Inspection of Tower	Our contractor was here and performed inspection looking for deficiencies. Nothing to report.	4	Hours
In July, The Minnesota department of Natural Resources instituted a water reduction plan to conserve water during the drought conditions. The plan was to reduce water by 50% of January totals. Although we did not hit the 50% mark, we were able to reduce our raw water pumping to 30%. Thank you, residents!				

*Each time a lift station pump is pulled due to plugging, it is equal to two-man hours.