CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
AUGUST 19, 2019
ST FRANCIS AREA SCHOOLS DISTRICT OFFICE
4115 Ambassador Blvd NW
6:00 PM

1. Call to Order / Pledge of Allegiance

2. Roll Call

3. Adopt Agenda

4. Consent Agenda
   A. City Council Minutes – August 5, 2019
   B. Pay Estimate #1 to North Valley Inc. for Kings Hwy/Riverbank Lane Improvement Project
   C. Hose Reel Irrigator– Surplus Property Resolution 2019-32
   D. Acknowledgement of MN Gambling Permit for SF Lions-Bingo on 11-9-19 @ SF Am. Legion
   E. Acknowledgement of MN Gambling Permit for SFYHA-Raffle on 9-21-19 @ SF Am. Legion
   F. Accept the Resignation of Streets & Parks Works Mark Sorenson and authorization to fill the Vacancy
   G. Authorization to adjust Public Works/Police Records Clerk to Grade 6 Step 5
   H. 2019 Routine Bobcat Buyback – Crawford Equipment
   I. Payment of Claims

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS
   A. HKGi: Design Standards

7. PUBLIC HEARINGS

8. OLD BUSINESS

9. NEW BUSINESS
   A. Ordinance 251, Second Series - Amending Chapter 10, Section 71, I 1 Light Industrial to include Storage Facilities within the permitted CUP and Amending Chapter 6 Business Regulation and Licensing adding Section 14 – Storage Units/Self-Storage Units (2nd Reading)
   B. Rivers Edge 3rd Addition – Preliminary Plat, Final Plat and Grading Approvals
   C. Street Lighting for Crosswalks on Pederson Drive

10. MEETING OPEN TO THE PUBLIC

11. REPORTS
   A. Department Reports – Public Works Monthly Report
   B. Councilmember Reports -
   C. Upcoming Events –
      Aug 21 Planning Commission Meeting @ St. Francis Area Schools District Office 7:00 pm
      Sept 2 Labor Day – Holiday (City Offices Closed)
      Sept 3 Tues-City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
      Sept 16 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
      Sept 19 MnDOT Meeting

12. ADJOURNMENT

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY

CITY COUNCIL MINUTES
AUGUST 5, 2019

1. **CALL TO ORDER/PLEDGE OF ALLEGIANCE**
The regular City Council meeting was called to order at 6:00 pm by Mayor Steve Feldman.

2. **ROLL CALL**
Members present: Mayor Steve Feldman, Councilmembers Kevin Robinson, Joe Muehlbauer, Robert Bauer and Sarah Udvig. Also present; Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Associates, Inc.), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Fire Chief Dave Schmidt, Public Works Director Paul Teicher, and Accounting Tech/Deputy Clerk Jenni Wida.

3. **APPROVAL OF AGENDA**
MOTION BY MUEHLBAUER SECOND BAUER APPROVING THE REGULAR CITY COUNCIL AGENDA. Motion carried 5-0.

4. **CONSENT AGENDA**
MOTION BY ROBINSON SECOND UDVIG APPROVE THE CONSENT AGENDA ITEMS A-G AS FOLLOWS:
   A. City Council Minutes – July 15, 2019
   B. City Council Work Session Notes – July 22, 2019
   C. 2019 Anoka Conservation District Rum River Stabilization Letter of Support
   D. 2019/2020 School Resource Officer Contract with St. Francis Area Schools
   E. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
   F. Acknowledge Gambling Premise Permit –Anoka Ramsey Athletic Association @ The Ponds Golf Course- Resolution 2019-29
   G. River's Edge – Letter of Credit Reduction
   H. 2019 Anoka County Mitigation Plan – Resolution 2019-30
   I. The Ponds Liquor License Application
   J. Payment of Claims $1,353,519.76 (ACH 267E $1,104,839.47 and Checks 76194-76256 $248,680.29)

5. **MEETING OPEN TO THE PUBLIC**

Tim Devaney was present with his wife and their builder Tim. They purchased 33 acres in St. Francis and are planning to build a house with an attached garage. Their permit was not granted for their garage as it exceeds the SF allowed per ordinance 10-18-6. They met with city staff to discuss options to shrink their garage from 1600 SF and or going through the variance process. They would like council to amend the ordinance and to take into consideration their lot size and the foundation footprint of the principal structure. This amendment would benefit them and future

residents. Their builder Tim spoke about other cities ordinances for their garage sizes. He stated that St. Francis' ordinance is directed more towards a city lot. Mayor asked, "Kate can you advise us on this?" Thunstrom stated that we did meet as a group to discuss because currently their garage plans are 700 SF over what the code allows. It is something that we have had other home builder's question, however with our current city code that is where we have them placed. Mayor stated I am sure we have other houses on big lots that go by the code. Thunstrom stated this statute is the same for our urban properties as it is for our rural properties. There is no consideration for our rural properties even though the lot sizes are bigger, but we cap it at 1000 SF. It's not taking into account the larger homes that are coming in. I know that they worked with Phil to design it as a storage space, but that adds extra costs with the insulation and footing requirements to try to break that up.

Mayor asked, If it was detached, how big can they go? Tim Devaney stated 5,000 SF. How deep is this garage? Tim Devaney stated, in some spots its 44 ft. Mayor asked if a variance was easy to get approved. Thunstrom stated that they are not easy to approve as they are set by guidelines and one of the things that will trip up something like this would have to be a circumstance beyond their control. Buying the property and creating the plans, they are not going in with a circumstance that is beyond their control, they are limiting this property due its size or shape. A variance is definitely an option, but it's something that becomes a grey area because they are not qualifying for those requirements.

Mayor stated that this could open Pandora 's Box, because should you get approved I am sure that there will be someone else standing in front of us wanting the same thing, if we skirt around the variance. I understand your point being on 33 acres. Tim Devaney stated that he was suggesting to revise the ordinance to keep the 80% of the foundation square footage, but remove the 1000 SF max.

Muehlbauer stated that he thought it was worse to do that. He thinks that if you just take something out of the ordinance that opens Pandora 's Box where if we were to look into we would look at acreage and size to where it would be open up based on lot size rather removing it from the ordinance.

Mayor stated that this isn't a decision we can make right now. We want to have this set up for future residents as well. He has Thunstrom what she would advise. Thunstrom stated that this is an open forum and they are bringing the suggestion forward. You would either give staff the direction to look into this further or if it's not something you want to look into you would give that direction. If we were to look into it further we would have to look at local examples from other communities and consideration for the lot size. We have differences from agricultural and residential. It comes from the direction if council wants to pursue this. Mayor asked Council what their thoughts are on this?

Robinson stated that he was curious about the setback of the home from the road. I think it is the cities responsibility to navigate this. I think we should be open minded and we do want to welcome citizens and builders to come to Saint Francis. Muehlbauer stated that he is willing to discuss this further. Bauer stated that he would be in favor of changing the ordinance and suggested that the threshold be at 30 acres or more and not more than 80% of the homes foundation. Udvig stated that she wants to look at it further and that she is not opposed to changing the ordinance. Mayor stated that he wanted Thunstrom to direct Council to a work session as soon as possible to discuss.

6. **SPECIAL BUSINESS**

A. Anoka County Rum River Regional Trail Master Plan – 2019 Amendment Request

1) Resolution 2019-31 – Resolution of Support

Karen Blaska from Anoka County Parks Dept. gave a presentation on the Rum River Regional Trail plan. The presentation is in the packet.

Council will discuss in the future.

MOTION BY BAUER SECOND MUEHLBAUER TO ADOPT ANOKA COUNTY RUM RIVER REGIONAL TRAIL MASTER PLAN – 2019 AMENDMENT REQUEST RESOLUTION 2019-31 – RESOLUTION OF SUPPORT. Motion carried 5-0.

B. BGS: Dangerous Dog – Fjeld

Assistant City Attorney Dave Schaps read the Finding of the Facts.

Christina Fjeld stated her case and provided a document of text messages that were exchanged between her and the party that filed the complaint.

Schaps stated that the City Prosecutor's office will have discretion on the outstanding citations.

MOTION BY MUEHLBAUER SECOND ROBINSON TO DECLARE "SADIE" THE LABORDOODLE NOT DANGEROUS. Motion carried 5-0.

7. **PUBLIC HEARING**

A. 2020-2024 Capital Improvement Plan

Mayor Feldman opened the public hearing at 7:54 PM. With no public comment Mayor Feldman closed the public hearing at 7:54 PM.

City Administrator Joe Kohlmann recapped the 2020-2024 Capital Improvement Plan. A copy of this plan is on the city's website.

Mayor Feldman stated that he discussed with Joe Kohlmann and he said the monies are in place and these can be out for 5-10 years.

MOTION BY UDVIG SECOND MUEHLBAUER TO ADOPT THE 2020-2024 CIP PLAN. Motion carried 5-0.

8. **OLD BUSINESS**
None

9. **NEW BUSINESS**
A. Ordinance 251, Second Series - Amending Chapter 10, Section 71, I 1 Light Industrial to include Storage Facilities within the permitted CUP and Amending Chapter 6 Business Regulation and Licensing adding Section 14 – Storage Units/Self Storage Units (First Reading)

Thunstrom read from the packet and the report. St. Francis was approached by three different facilities in three different zoning districts. Thunstrom stated that staff took the time review the zoning district within our code and looked at other cities to determine direction for these codes. She stated that we did not have anything in code for storage facilities. Thunstrom presented three updates to city code to provide direction for these types of facilities. If Council is in agreement with these changes and determine this as a first reading the new code would be effective September 22, 2019.

MOTION BY MUEHLBAUER SECOND BAUER APPROVING THE FIRST READING OF ORDINANCE AMENDING CHAPTER 10, SECTION 71, I 1 LIGHT INDUSTRIAL TO INCLUDE STORAGE FACILITIES WITHIN THE PERMITTED CUP AND AMENDING CHAPTER 6 BUSINESS REGULATION AND LICENSING ADDING SECTION 14 – STORAGE UNITS/SELF STORAGE.

Roll Call: **Ayes: Udvig, Robinson, Muehlbauer, Feldman, and Bauer.**
Nays: Motion carried 5-0

B Setting a Work Session for 2020 Budget Discussion

Council set the work session for August 14th at 5:30 pm at City Hall to discuss the 2020 General Fund Budget.

10. **MEETING OPEN TO THE PUBLIC**
None

11. **REPORTS**
A. Department Reports –Fire Department Quarterly
Fire Chief Dave Schmidt gave the Fire Department Quarterly report.

B. Councilmember Reports-

Udvig – Reminder about Night to Unite.
Bauer – Looking forward to meeting with the public at Night to Unite.
Muehlbauer – I will be at Night to Unite
Robinson – Thank you to the citizens and everyone who has made Night to Unite possible. Get out to know your neighbors. Help each other out.

C. Upcoming Events -

Aug 6 Night to Unite @ Community Park 5:00 pm – 8:00 pm
Aug 19 City Council Meeting @ St. Francis Area Schools District Office 6:00 pm
Sept 2 Labor Day – Holiday (City Offices Closed)
Sept 3 Tues-City Council Meeting @ St. Francis Area Schools District Office 6:00 pm

12. **ADJOURNMENT**

There being no further business, Mayor Feldman adjourned the regular city council at 8:35 pm.

_____
Jenni Wida, Acct Tech/Deputy Clerk

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 B

TO: Joe Kohlmann, City Administrator

FROM: Craig Jochum, City Engineer

SUBJECT: Kings Highway and Riverbank Lane Project - Pay Estimate No. 1

DATE: August 13, 2019.

OVERVIEW:

Attached is Pay Estimate No. 1 for the Kings Highway and Riverbank Lane Project. This pay estimate includes payment for clearing and grubbing, silt fence and earthwork. This estimate recommends payment of $97,956.78. The contract amount is $547,578.09. The payment is summarized below.

ACTION TO BE CONSIDERED:

Consider approval of Pay Estimate No. 1 for the Kings Highway and Riverbank Lane Project.

BUDGET IMPLICATION:

This project will be financed with 50% assessment funds and 50% storm water utility funds. The cost breakdown for this pay estimate is as follows:

Description	Total Amount $
Work Completed to Date	$103,112.40
Less 5% Retainage	$5,155.62
Recommended Payment	$97,956.78

ATTACHMENTS:

PAY ESTIMATE NO. 1

PAY ESTIMATE #1
CITY OF ST. FRANCIS
Kings Highway and Riverbank Lane Improvement Project

August 12, 2019

Honorable Mayor and Council Members
City of St. Francis
23340 Cree Street NW
St. Francis, MN 55070

RE: Kings Highway and Riverbank Lane Improvement Project
Contractor: North Valley Inc.
Contract Amount: $547,578.09
Award Date: April 15, 2019
Completion Date: September 27, 2019

Dear Honorable Mayor and Council Members:

The following work has been completed on the above-referenced project by North Valley, Inc.

Base Bid

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$ 16,063.03	0.50	$ 8,031.52
2	CLEARING	20	TREE	$ 307.61	24	$ 7,382.64
3	GRUBBING	20	TREE	$ 184.56	23	$ 4,244.88
4	REMOVE PIPE CULVERT	492	LIN FT	$ 8.82		$ -
5	REMOVE CONCRETE PAVEMENT	129	SQ YD	$ 10.71		$ -
6	REMOVE BITUMINOUS PAVEMENT	184	SQ YD	$ 8.57		$ -
7	REMOVE SIGN	9	EACH	$ 53.54		$ -
8	REMOVE MAIL BOX	5	EACH	$ 16.06	5	$ 80.30
9	REMOVE MAIL BOX SUPPORT	31	EACH	$ 42.83	31	$ 1,327.73
10	SALVAGE MAIL BOX	26	EACH	$ 16.06		$ -
11	SAWING CONCRETE PAVEMENT (FULL DEPTH)	144	LIN FT	$ 5.35		$ -
12	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	160	LIN FT	$ 2.68		$ -
13	SALVAGE TOPSOIL (EV) (P)	1,031	CU YD	$ 26.47	373.5	$ 9,886.55
14	COMMON EXCAVATION (EV) (P)	5,239	CU YD	$ 7.29	3,560	$ 25,952.40
15	HAUL AND DISPOSE EXCESS MATERIAL (LV)	6,810	CU YD	$ 7.83	4,011.4	$ 31,409.26
16	SALVAGE AGGREGATE BASE (EV)	1,100	CU YD	$ 14.21	805	$ 11,439.05
17	SUBGRADE PREPARATION	37	ROAD STA	$ 174.04		$ -
18	AGGREGATE BASE CLASS 5	1,100	TON	$ 17.75		$ -
19	MILL BITUMINOUS SURFACE (1.5")	5	SQ YD	$ 53.54		$ -
20	BITUMINOUS MATERIAL FOR TACK COAT	511	GALLON	$ 3.05		$ -
21	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B)	927	TON	$ 62.02		$ -
22	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	1,239	TON	$ 63.70		$ -
23	TYPE SP 12.5 WEARING COURSE MIXTURE (2,B) 3.0" THICK	1,144	SQ YD	$ 20.39		$ -
24	CONCRETE FLUME	1	EACH	$ 1,606.31		$ -
25	CULVERT AND MANHOLE MARKER	7	EACH	$ 107.09		$ -
26	15" CAS PIPE APRON	33	EACH	$ 385.83		$ -
27	15" RC PIPE APRON	4	EACH	$ 1,653.56		$ -
28	18" RC PIPE APRON	1	EACH	$ 1,653.56		$ -
29	15" CAS PIPE CULVERT	546	LIN FT	$ 49.61		$ -
30	12" RC PIPE CULVERT DESIGN 3006 CLASS V	27	LIN FT	$ 49.61		$ -
31	15" RC PIPE CULVERT DESIGN 3006 CLASS V	115	LIN FT	$ 49.61		$ -
32	18" RC PIPE CULVERT DESIGN 3006 CLASS III	60	LIN FT	$ 55.12		$ -
33	18" HDPE PIPE CULVERT	253	LIN FT	$ 40.79		$ -
34	CASTING ASSEMBLY	4	EACH	$ 937.02		$ -
35	CONSTRUCT DRAINAGE STRUCTURE DESIGN H	1	EACH	$ 1,984.28		$ -

PAY ESTIMATE #1
CITY OF ST. FRANCIS
Kings Highway and Riverbank Lane Improvement Project

Base Bid - Continued

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY	UNIT	CONTRACT UNIT PRICE	USED TO DATE	EXTENSION
36	CONSTRUCT DRAINAGE STRUCTURE DESIGN 4020-48	20.4	LIN FT	$ 606.30		$ -
37	RANDOM RIPRAP CLASS II	20	CU YD	$ 82.68		$ -
38	CONCRETE CURB & GUTTER DESIGN B418	1,855	LIN FT	$ 12.31		$ -
39	CONCRETE CURB & GUTTER DESIGN B618	450	LIN FT	$ 20.35		$ -
40	7" CONCRETE DRIVEWAY PAVEMENT	345	SQ YD	$ 67.46		$ -
41	MAIL BOX	5	EACH	$ 29.45		$ -
42	MAIL BOX SUPPORT	32	EACH	$ 112.44		$ -
43	TRAFFIC CONTROL	1	LUMP SUM	$ 1,445.67	0.50	$ 722.84
44	SIGN PANEL TYPE C	105	SQ FT	$ 53.54		$ -
45	SIGN PANEL TYPE D	30	SQ FT	$ 35.34		$ -
46	PRUNE TREE	8	HOUR	$ 307.61	1.5	$ 461.42
47	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	$ 1,285.04		$ -
48	STORM DRAIN INLET PROTECTION	4	EACH	$ 133.86		$ -
49	CULVERT END CONTROLS	3	EACH	$ 107.09		$ -
50	SILT FENCE, TYPE MACHINE SLICED	1,430	LIN FT	$ 1.81	1,201	$ 2,173.81
51	FLOTATION SILT CURTAIN TYPE MOVING WATER	35	LIN FT	$ 43.91		$ -
52	LOAM TOPSOIL BORROW (LV)	210	CU YD	$ 41.94		$ -
53	FERTILIZER TYPE 1	858	POUND	$ 0.86		$ -
54	EROSION CONTROL BLANKETS CATEGORY 3	1,160	SQ YD	$ 1.60		$ -
55	HYDRAULIC NATURAL TACKIFIER	8,580	SQ YD	$ 0.86		$ -
56	SEEDING	2.86	ACRE	$ 428.35		$ -
57	SEED MIXTURE 25-121	175	POUND	$ 11.78		$ -
58	SEED MIXTURE 33-262	4	POUND	$ 23.56		$ -

Total Work Completed to Date	**$ 103,112.40**
Less 5% Retainage	**$ 5,155.62**
WE RECOMMEND PAYMENT OF:	**$ 97,956.78**

APPROVALS:

CONTRACTOR: North Valley, Inc.

Certification by Contractor: I certify that all items and amounts are correct for the work completed to date.

Signed: _____

Brad Schmidtbauer

Title: President Date August 12, 2019

ENGINEER: HAKANSON ANDERSON

Certification by Engineer: We recommend payment for work and quantities as shown.

Signed: _____

Title: City Engineer Date 8/12/19

OWNER: CITY OF ST. FRANCIS

Signed: _____

Title: _____ Date _____

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 C

TO: Joe Kohlmann, City Administrator

FROM: Paul Teicher Public Works Director

SUBJECT: **Surplus Property, Reel Irrigator**

DATE: August 19, 2019

OVERVIEW:

The Public Works Department has a 2004 Kifco T180C reel type walking irrigator presumed to have been purchase for the old wastewater treatment facility that is not needed. Serial Number 390919 WRT4C. City staff has not used this piece of equipment in 12 years. St Francis City code 8-7-3 (7) authorizes the City to dispose of property no longer needed for a municipal purpose.

ACTION TO BE CONSIDERED:

To approve resolution 2019 - 32 declaring the listed equipment as surplus property to be sold online through Municibid to the highest bidder under the guidelines of the St Francis City Code.

BUDGET IMPLICATION:

None.

Attachments: Resolution 2019-32, Photos.

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

RESOLUTION 2019-32

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

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

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

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

Surplus Property	**Estimated Value**
2004 Kifco T 180C Reel type walking irrigator	Less than $3,000 Highest bidder on Municibid Auction/Ebid

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 19th DAY OF AUGUST 2019.

APPROVED:

ATTEST:

_____
Steven D. Feldman, Mayor

_____
Barbara I. Held, City Clerk

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 D

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: **Acknowledgement to Conduct Excluded Bingo**

DATE: August 19, 2019

OVERVIEW:

The St. Francis Lions Club has applied for an exempt permit with the MN Gambling Control Board. The Lions Club would like to hold a bingo event at the St. Francis American Legion, Post 622 on November 9, 2019. In order for the nonprofit to conduct a lawful bingo activity they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:

A motion would be in order to acknowledge the Application to Conduct Excluded Bingo from the St. Francis Lions Club for a bingo event to be held on November 9, 2019 at the St. Francis American Legion.

BUDGET IMPLICATION:

None

Attachments:

- Application from Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL
for a gambling premises located within city limits

On behalf of the city, I approve this application for excluded bingo activity at the premises located within the city's jurisdiction.

Print City Name: _____

Signature of City Personnel:

_____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL
for a gambling premises located in a township

On behalf of the county, I approve this application for excluded bingo activity at the premises located within the county's jurisdiction.

Print County Name: _____

Signature of County Personnel:

_____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for excluded bingo activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes, Section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge.

Chief Executive Officer's Signature: Monica R Johnson Date: 8/13/19
(Signature must be CEO's signature; designee may not sign)

Print Name: Monica R Johnson

MAIL OR FAX APPLICATION & ATTACHMENTS

Mail or fax application and a copy of your proof of nonprofit status to:

Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113
Fax: 651-639-4032

An excluded bingo permit will be mailed to your organization. Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call a Licensing Specialist at 651-539-1900.

Bingo hard cards and bingo number selection devices may be borrowed from another organization authorized to conduct bingo. Otherwise, bingo hard cards, bingo paper, and bingo number selection devices must be obtained from a distributor licensed by the Minnesota Gambling Control Board. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***LIST OF LICENSEES*** tab, or call 651-539-1900.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

MINNESOTA LAWFUL GAMBLING

LG240B Application to Conduct Excluded Bingo — No Fee

ORGANIZATION INFORMATION

Organization Name: St Francis Lions

Previous Gambling Permit Number:

Minnesota Tax ID Number, if any:

Federal Employer ID Number (FEIN), if any: 41-1622197

Mailing Address: PO Box 173

City: St. Francis State: MN Zip: 55070 County: Anoka

Name of Chief Executive Officer (CEO): Monica Johnson President

CEO Daytime Phone: 763-360-3612 CEO Email: MDALJOHN@MSN.COM
(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO):

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of at least one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **Current calendar year Certificate of Good Standing**
Don't have a copy? This certificate must be obtained each year from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **Internal Revenue Service-IRS income tax exemption 501(c) letter in your organization's name**
Don't have a copy? Obtain a copy of your federal income tax exempt letter by having an organization officer contact the IRS at 877-829-5500.

☐ **Internal Revenue Service-Affiliate of national, statewide, or international parent nonprofit organization (charter)**
If your organization falls under a parent organization, attach copies of both of the following:
1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

Has your organization held a bingo event in the current calendar year? ☒ Yes ☒ No

If yes, list the dates when bingo was conducted: 4-6-19

The proposed bingo event will be:

☑ one of four or fewer bingo events held this year. Dates: 11-9-2019

-OR-

☐ conducted on up to 12 consecutive days in connection with a:

☐ county fair Dates:

☐ civic celebration Dates:

☐ Minnesota State Fair Dates:

Person in charge of bingo event: Monica R Johnson Daytime Phone: 763-360-3612

Name of premises where bingo will be conducted: St. Francis American Legion #622

Premises street address: PO Box 236

City: St. Francis If township, township name: County: Anoka

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 E

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: **Acknowledgement of Exempt Gambling Permit**

DATE: August 19, 2019

OVERVIEW:
St. Francis Youth Hockey Association applied for an Exempt Gambling Permit with the Minnesota Gambling Control Board. The SFYHA would like to hold a raffle at the St. Francis American Legion on September 21, 2019. In order for the nonprofit to conduct a lawful raffle, they must apply through the State, receive City acknowledgment of the event and then send the signed application to the Gambling Control Board for official approval.

ACTION TO BE CONSIDERED:
Motion would be in order to acknowledge the Exempt Gambling Permit application from the St. Francis Youth Hockey Association for a raffle held on September 21, 2019 at the St. Francis American Legion with no waiting period.

BUDGET IMPLICATION:
None.

Attachments: Gambling Permit

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150.**

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: St. Francis Youth Hockey Association

Previous Gambling Permit Number: _____

Minnesota Tax ID Number, if any: 8193886

Federal Employer ID Number (FEIN), if any: 31-1650347

Mailing Address: P.O. Box 79

City: Cedar State: MN Zip: 55011 County: Anoka

Name of Chief Executive Officer (CEO): Jennifer Smith

CEO Daytime Phone: 612-803-8683 CEO Email: smithj17@live.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☒ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): St Francis American Legion Post #622

Physical Address (do not use P.O. box): 3073 Bridge Street NW

Check one:

☒ City: St. Francis Zip: 55070 County: Anoka

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): September 21, 2019

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☒ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).

☐ The application is denied.

Print City Name: _____

Signature of City Personnel:

_____

Title: _____ Date: _____

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

☐ The application is acknowledged with no waiting period.

☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.

☐ The application is denied.

Print County Name: _____

Signature of County Personnel:

_____

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: Jennifer Smith Date: 5/5/19
(Signature must be CEO's signature; designee may not sign)

Print Name: Jennifer Smith

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

X a copy of your proof of nonprofit status; and

X application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

This form will be made available in alternative format (i.e. large print, braille) upon request.

Business Record Details »

Minnesota Business Name

St. Francis Youth Hockey Association

Business Type
Nonprofit Corporation (Domestic)

File Number
1T-4

Filing Date
02/26/1999

Renewal Due Date
12/31/2018

Registered Agent(s)
(Optional) None provided

MN Statute
317A

Home Jurisdiction
Minnesota

Status
Active / In Good Standing

Registered Office Address
20675 Hwy 65 NE PO Box 79
Cedar, MN 55011-0079
USA

President
Jennifer Pearce-Smith
PO Box 79
Cedar, MN 55011
USA

Filing History

Filing History

Select the item(s) you would like to order: Order Selected Copies

	Filing Date	Filing	Effective Date
☐	02/26/1999	Original Filing - Nonprofit Corporation (Domestic)	
	02/26/1999	Nonprofit Corporation (Domestic) Business Name (Business Name: St. Francis Youth Hockey Association)	
☐	07/15/2005	Registered Office and/or Agent - Nonprofit Corporation (Domestic)	

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 F

TO: Joe Kohlmann, City Administrator

FROM: Paul Teicher, Public Works Director

SUBJECT: **Public Works Streets and Parks Position**

DATE: August 19, 2019

OVERVIEW: Unfortunately, the Public Works Department has received a letter of resignation from Streets and Parks Worker Mark Sorenson due to retirement.

ACTION TO BE CONSIDERED: Accept the resignation of Mark Sorenson. Authorize Staff to fill the vacancy created with the resignation.

BUDGET IMPLICATION: There will be little to no additional budget implications.

Attachments: none.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4G

TO: Mayor & City Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Public Works/Police Records Clerk
DATE: June 4th, 2018

OVERVIEW:

The City's Personnel Policy States the following:
Positions sometimes change over time and some change in jobs is normal and expected. Occasionally, an employee's job will change so significantly that it no longer fits the employee's job classification. In these situations, the department head may request the City perform a classification study. The study may result in a number of different findings: reclassifying the 20 position to another existing classification, merging classes, creating a new classification, revising the job, or a determination that no change is needed.

The Public Works/Records Clerk position was reviewed, updated to include duties that have been added (revisions attached), and reexamined against the City's Job Duties/Classification scale that is used to determine pay schedules.

This position started as general administrative work and expanded to include enhanced decision making regarding Safety Program, a more active role in the Recycling Program, and Stormwater tracking, and working through customer complaints.

When these additional duties were added to the job description and reviewed in conjunction with the City's classification schedule the result was that the enhanced job duties move this position from a Pay Grade 5 to a Pay Grade 6.

The resulting Grade increase supports an increase in pay of $0.98 per hour or $2,038.40 per year. Since the City had a lag in filling positions in 2019, the money should be in the existing budget. Also, this position is split at 20% across the Streets, Parks, Water, Wastewater, and Police budgetary funds so the overall impact is minimal to each budget.

ACTION TO BE CONSIDERED:
Motion to approve moving the Public Works/Police Records Clerk to a Pay Grade 6 Step 5.

Attachments:

Updated Job Description.

City of
ST. FRANCIS

POSITION PROFILE

Effective Date: ~~May 2016~~August 2019

Position Title: Public Works/Police Records Clerk **Status:** Non-Exempt

Department: Public Works/Police **Approved:** _____

Accountable to: Public works Director _____

Primary Objectives
Performs semi-skilled to skilled clerical, receptionist and data entry support for the Streets and Parks, Sewer and Water, Recycling, Police departments along with related duties as required.

Supervision Received
Works under the general and technical supervision of the Streets and Parks Supervisor, Sewer and Water Supervisor, Police Administrative Assistant.

Supervision Exercised
None.

MAJOR AREAS OF ACCOUNTABILITY

* 1. Acts as primary receptionist for Public Works/Police departments; responds to phone, e-mail and in person inquiries; direct calls, take messages, provides information and assistance or refers to another staff member as appropriate.

* 2. Assists city staff in updating websites, Facebook, and other social media sights; take minutes at various meetings when needed; assist with events such as spring clean-up, Pioneer Days and other events as needed.

* 3. Under the Public Works Director's direction, assist with clerical and administrative duties; assists in researching, compiling, arranging, analyzing and interpreting data, developing reports on special projects and technical issues as assigned.

* 4. Retrieve copies and provides police reports to the public in accordance with strict guidelines on what can be released and when; calculates and collects appropriate fee and prepares receipts.

* 5. Performs general clerical support work including: typing or transcribing a variety of documents, letters, reports and memos, statements, maintaining records and files, scanning, copying, printing, faxing, handling incoming and outgoing mail and retrieving data or documents and disposal of.

* 6. Establish and maintain a professional and positive image with the public by responding to requests for services and complaints in a professional, pleasant and tactful manner.

* 7. Maintain records of inspections to ensure proper safety in the City Water and Wastewater Systems, Streets, Parks, Recycling and Maintenance work areas. Primary staff person for scheduling of all water and sewer inspections.

* 8. Processes forms, records and files; assist in compilation of statistical data for reports, surveys, and city newsletters; prepares, assembles and distributes memoranda, letters, information, and other communications.

* 9. Issues snowmobile permits and dog licenses; verifies identification and insurance and signs off on impounded vehicles authorizing release.

*10. As position develops; May provide information to OPUS or contractual services for water and sewer billing and receive information on late payments; process late notices and arrange for water shutoffs or reinstatement of service. Track and report all commercial water/sewer billings. Primary contact for OPUS and contractual services regarding work orders, high readings, water leaks, and investigations into customer complaints.

*11. As position develops: May be required to use more advanced computerized programs, such as asset management and mapping software.

*12. Track and report Stormwater violations to the MPCA, send out violation notices.

*13. May be designated the role of Safety Program manager and this position is responsible to schedule and attend meetings, manage associated documents and manuals, and ensure employee training.

*14. Assist the Recycling Coordinator in overall program management which may in include but is not limited to creating materials, coordinate printing of materials, and ensure mailings of such materials.

*12. Performs other duties as needed or assigned.

KNOWLEDGE, SKILLS, AND ABILITIES

* ➢ Ability to learn and develop a working knowledge of Public Works/Police Department's policies and procedures as it pertains to administrative support work.

* ➢ Considerable ability to detect and correct errors in both written documents and data entry and to maintain accurate records and files.

* ➢ Considerable ability to maintain confidentiality and to read, understand and follow policies and procedures on appropriate release of information.

* ➢ Understand how standard office equipment works, including document imaging and have the ability to learn/utilize GIS software.

* ➢ Considerable ability to promote and provide excellent customer service and to communicate effectively with City staff and the public.

* ➢ Ability to manage time while performing duties for several departments.

* ➢ Ability to perform work that may require bending, crouching, and pushing/pulling to retrieve documents, lifting and carrying of files and sitting to perform data entry for long periods of time.

MINIMUM QUALIFICATIONS

- ➢ Experience working in responsible office setting, including receptionist, data entry, word processing and operation of standard office equipment.
- ➢ Must obtain and maintain a notary certification.
- ➢ Must successfully complete Safety Awareness Training within 6 months of employment and maintain thereafter.

* Note: Asterisked items are essential to the job.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 H

TO: Joe Kohlmann, City Administrator

FROM: Paul Teicher, Public Works Director

SUBJECT: **Routine Bobcat Buyback** Bobcat S570 Skid Loader

DATE: August 19, 2019

OVERVIEW:
Each year since the original purchase of the Bobcat, the city has traded old and purchased a new machine on a program offered through a local Bobcat dealer. For approximately **$2905.20** the City would get a new identically equipped machine with a new warranty. This is a huge savings compared to repairs/maintenance and replacement cost that would be required over the machine's life. This year Bobcat has changed its manufacturing equipment packages. The price for the most similar to what we have ordered in the past has increased by about $305.00

ACTION TO BE CONSIDERED:
Authorize the trade of our old Bobcat Skid Loader for a new Bobcat Skid Loader for approximately **$2905.20** from Crawford's Equipment. This includes the increase in manufacturers pricing.

BUDGET IMPLICATION:
This is scheduled and budgeted for in the yearly operations budgets.

Attachments:
1. Crawrford"s Equipment quote.

Bobcat

Product Quotation

Quotation Number: NEW
Date:8/15/19

Ship to	Bobcat Dealer	Bill To
CRAWFORDS Attn: CITY OF ST FRANCIS 23340 CREE ST SAINT FRANCIS MN 55070 Phone: 763 753 2304 ATTENTION MR PAUL ATTENTION MR JEREMY S	Crawford's Equipment, Inc.,Cambridge,MN 4898 HWY 95 NW CAMBRIDGE MN 55008 Phone: (763) 689-1794 Fax: (763) 689-3028 ---------- Contact: Brian Crawford Phone: 763-691-1794 Fax: 763-689-3028 Cellular: 612-889-0001 E Mail: brian@crawfordsequip.com	CRAWFORDS Attn: HOUSE SALES 4898 HWY 95 NW CAMBRIDGE, MN 55008 Phone: (763) 689-1794

Description	Part No	Qty	Price Ea.	Total
S570 T4 Bobcat Skid-Steer Loader	M0259	1	$41,380.00	$41,380.00
A91 Option Package	M0259-P01-A91	1	$10,658.00	$10,658.00
Cab enclosure with Heat and AC				
High Flow Hydraulics				
Two-Speed Travel				
Sound Reduction				
Hydraulic Bucket Positioning				
	Power Bob-Tach			
	Deluxe Instrument Panel			
	Keyless Start			
	3-Point Belt			
	Attachment Control Kit			
	Cab Accessories Package			
Selectable Joystick Controls (SJC)	M0259-R01-C04	1	$795.00	$795.00
Heated Air Ride Suspension Seat - Cloth	M0259-R05-C12	1	$570.00	$570.00
Radio	M0259-R26-C02	1	$598.00	$598.00
Telematics US	M0259-R51-C02	1	$0.00	$0.00
Strobe Light Kit, Amber	7129301	1	$226.00	$226.00

Total of Items Quoted		**$36949.10**
Dealer P.D.I.		
Freight Charges		
Trade-in	570 bobcat sjc	**($34043.90)**
Quote Total - US dollars		**2905.20**

Notes: THANK YOU BRIAN CRAWFORD

All prices subject to change without prior notice or obligation. This price quote supersedes all preceding price quotes.

Customer Acceptance: Purchase Order: _____

Authorized Signature:

Print:_____ **Sign:**_____ **Date:** _____

ORDER ACCEPTED BY:

SIGNATURE _____ DATED _____

PRINT NAME AND TITLE _____ PURCHASE ORDER # _____

SHIP TO ADDRESS: _____

BILL TO ADDRESS (If different than Ship To): _____

*Prices per the Minnesota Contract# 149595, T-631(5). 11/1/18-10/31/19
*Must be a Coop Member to purchase off contract
*Terms Net 30 Days. Credit cards accepted.
*FOB Destination within the 48 Contiguous States.
*Delivery: 60 to 90 days from ARO.
*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with placed order.
*TID# 38-0425350
*ORDERS MUST BE PLACED WITH: Clark Equipment Company dba Bobcat Company, Govt Sales, PO Box 6000, 250 E. Beaton Drive, West Fargo, ND 58078.

☐

Prices & Specifications are subject to change. Please call before placing an order. Applies to factory ordered units only.

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
4 I

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

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

DATE: 08-15-2019

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $176,322.18 plus any additional bills that are handed out at council meeting.

Other Payments to be approved:

Debt service payments - None.
Direct Transfer from Previous Month- $173,718.25
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:

- 08-19-2019 Packet List
- 08-19-2019 Other Checks

City of St. Francis

PAYMENT BATCH AP 08-19-19

ACE SOLID WASTE, INC.					
08/01/2019	5139364	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	92.59
08/01/2019	5139364	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	61.41
08/01/2019	5139364	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	57.88
08/01/2019	5139364	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	23.13
08/01/2019	5139364	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	58.45
08/01/2019	5139364	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	57.88
08/01/2019	5139364	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	23.15
08/01/2019	5139364	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	72.72
08/01/2019	5139364	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	23.15
08/01/2019	5139364	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	72.72
08/01/2019	5139364	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	23.15
08/01/2019	5139364	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	191.23
					$757.46
AFFOLTER, PATRICIA L					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #1913	156.97
					$156.97
AIRGAS NORTH CENTRAL					
07/31/2019	9963570620	E 101-43100-217	Other Operating Supplies	RENTAL	12.98
07/31/2019	9963570620	E 101-43210-217	Other Operating Supplies	RENTAL	12.98
07/31/2019	9963570620	E 101-45200-217	Other Operating Supplies	RENTAL	12.98
07/31/2019	9963570620	E 601-49440-217	Other Operating Supplies	RENTAL	12.98
07/31/2019	9963570620	E 602-49490-217	Other Operating Supplies	RENTAL	13.01
					$64.93
ALLINA HEALTH SYSTEM					
07/31/2019	II10025709	E 101-42210-305	Medical & Testing Fees	2ND QUARTER	1,148.25
					$1,148.25
ANCOM TECHNICAL CENTER					
08/06/2019	89453	E 101-42210-218	Equipment Repair & Maintenance	BATTERIES	290.10
					$290.10
ARK TOWING AND RECOVERY					
08/06/2019	90761	E 101-42110-441	Miscellaneous	2019 DODGE CHARGER	140.00
					$140.00
ASPEN MILLS					
07/31/2019	241085	E 101-42110-437	Uniform Allowance	UNIFORM - BLACK	509.94
					$509.94
BANYON DATA SYSTEMS, INC					
08/01/2019	00159143	E 101-41540-301	Auditing and Acct g Services	AUDITING AND ACCTG SERVICE	468.00
08/01/2019	00159143	E 601-49440-301	Auditing and Acct g Services	AUDITING AND ACCTG SERVICE	78.00
08/01/2019	00159143	E 602-49490-301	Auditing and Acct g Services	AUDITING AND ACCTG SERVICE	78.00
08/01/2019	00159143	E 609-49750-301	Auditing and Acct g Services	AUDITING AND ACCTG SERVICE	156.00
					$780.00
BAUER BUILT INC.					
07/31/2019	940060138	E 602-49490-228	Equipment Maintenance	EQUIP MAINTENANCE	929.82
08/08/2019	940060349	E 101-42110-221	Vehicle Repair & Maintenance	TIRES	1,031.65
					$1,961.47
BAYCOM, INC					
07/31/2019	EQUIPINV_021462	E 101-42110-237	Small Equipment	SMALL EQUIPMENT	383.00

					$383.00
BELLBOY CORPORATION					
06/04/2019	69988700	E 609-49751-251	Liquor For Resale	LIQUOR	(93.83)
07/30/2019	0079317100	E 609-49751-206	Freight and Fuel Charges	FREIGHT	21.70
07/30/2019	0079317100	E 609-49751-251	Liquor For Resale	LIQUOR	1,995.20
07/30/2019	0099897800	E 609-49750-210	Operating Supplies	OPERATING	52.00
07/30/2019	0099897800	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.08
07/30/2019	0099897800	E 609-49751-254	Miscellaneous Merchandise	MISC	180.00
08/13/2019	0080131300	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.10
08/13/2019	0080131300	E 609-49751-251	Liquor For Resale	LIQUOR	474.00
08/13/2019	0080131700	E 609-49751-206	Freight and Fuel Charges	FREIGHT	17.05
08/13/2019	0080131700	E 609-49751-251	Liquor For Resale	LIQUOR	1,556.72
08/13/2019	0099974700	E 609-49750-210	Operating Supplies	SUPPLIES	248.40
08/13/2019	0099974700	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.30
08/13/2019	0099974700	E 609-49751-254	Miscellaneous Merchandise	MISC	30.25
					$4,494.97
BERNDT, RYAN					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #2731	162.42
					$162.42
BERNICK COMPANIES, THE					
08/01/2019	521679	E 609-49751-252	Beer For Resale	BEER	847.60
08/08/2019	523257	E 609-49751-254	Miscellaneous Merchandise	MISC	20.00
08/08/2019	523258	E 609-49751-252	Beer For Resale	BEER	253.60
					$1,121.20
BGS (BARNA GUZY)					
07/31/2019	42002-001	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
07/31/2019	42003-001	E 101-41600-312	Criminal Legal Fees	PROSECUTION/RETAINER FILE	5,000.00
07/31/2019	42004-034	E 101-41600-304	Civil Legal Fees	GENERAL LABOR	98.00
07/31/2019	42004-188	E 101-41600-304	Civil Legal Fees	MISC FORFEITURES	312.00
07/31/2019	42004-250	E 101-41600-304	Civil Legal Fees	MEADOWS OF ST. FRANCIS	196.00
07/31/2019	42004-251	E 101-41600-304	Civil Legal Fees	MERIDIAN BEHAVIORAL HEALTH	98.00
07/31/2019	42004-260	E 101-41600-304	Civil Legal Fees	ADMINISTRATIVE HEARING	42.00
07/31/2019	42004-290	E 101-41600-304	Civil Legal Fees	PETITION FOR CERT OF POSSE	70.00
07/31/2019	42004-292	E 101-41600-304	Civil Legal Fees	COMMUNITY DEVELOPMENT	1,120.00
07/31/2019	42004-296	E 101-41600-304	Civil Legal Fees	PURCHASE OF 3721 BRIDGE ST	504.00
07/31/2019	42004-301	E 101-41600-304	Civil Legal Fees	MISC. NON-RETAINER	1,960.00
07/31/2019	42004-305	E 101-41600-304	Civil Legal Fees	LAKETOWN HOMES LLC	523.60
07/31/2019	42004-307	E 101-41600-304	Civil Legal Fees	WORKERS COMP	84.50
07/31/2019	42004-308	E 101-41600-304	Civil Legal Fees	FORFEITURE	124.00
07/31/2019	42004-313	E 101-41600-304	Civil Legal Fees	DANGEROUS DOG - FJELD	588.00
					$12,620.10
BREAKTHRU BEVERAGE					
07/25/2019	2080243852	E 609-49751-251	Liquor For Resale	LIQUOR	(87.40)
08/01/2019	1081008209	E 609-49751-206	Freight and Fuel Charges	FREIGHT	38.78
08/01/2019	1081008209	E 609-49751-251	Liquor For Resale	LIQUOR	1,228.66
08/01/2019	1081008209	E 609-49751-253	Wine For Resale	WINE	412.48
08/08/2019	1081010875	E 609-49751-206	Freight and Fuel Charges	FREIGHT	54.59
08/08/2019	1081010875	E 609-49751-251	Liquor For Resale	LIQUOR	2,393.91
08/08/2019	1081010875	E 609-49751-253	Wine For Resale	WINE	208.00
08/08/2019	1081010875	E 609-49751-254	Miscellaneous Merchandise	MISC	148.00
08/08/2019	1081010876	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.95
08/08/2019	1081010876	E 609-49751-254	Miscellaneous Merchandise	MISC	68.00
					$4,469.97
CAPITOL BEVERAGE SALES, L.P					
07/29/2019	2297226	E 609-49751-252	Beer For Resale	BEER	325.30
07/29/2019	2297226	E 609-49751-254	Miscellaneous Merchandise	MISC	26.00
					$351.30
CARLOS CREEK WINERY					
08/08/2019	17709	E 609-49751-253	Wine For Resale	WINE	306.00
					$306.00
CINTAS					

07/23/2019	4026375128	E 601-49440-402	Janitorial Service	RUG MAINTENANCE	23.04
08/06/2019	4027335830	E 101-41940-219	Rug Maintenance	RUGS & SUPPLIES	16.16
08/06/2019	4027335879	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE	11.26
08/06/2019	4027335944	E 601-49440-417	Uniform Clothing & PPE	UNIFORMS	5.32
08/06/2019	4027335944	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	5.32
					$61.10
COUNTY MARKET - CITY ACCOUNT					
08/01/2019	.0819	E 101-42210-212	Motor Fuels	FUEL	118.19
					$118.19
CRYSTAL SPRINGS ICE					
07/27/2019	002.B007373	E 609-49751-254	Miscellaneous Merchandise	MISC	129.60
07/30/2019	002.B007427	E 609-49751-254	Miscellaneous Merchandise	MISC	92.88
08/03/2019	002.B007461	E 609-49751-254	Miscellaneous Merchandise	MISC	71.80
08/06/2019	002.B007514	E 609-49751-254	Miscellaneous Merchandise	MISC	137.16
08/10/2019	002.B007587	E 609-49751-254	Miscellaneous Merchandise	MISC	106.92
08/13/2019	002.B007634	E 609-49751-254	Miscellaneous Merchandise	MISC	94.50
					$632.86
DAHLHEIMER DIST. CO. INC.					
07/26/2019	874784	E 609-49751-252	Beer For Resale	BEER	(57.20)
07/31/2019	129-1047	E 609-49751-252	Beer For Resale	BEER	10,973.68
07/31/2019	129-1047	E 609-49751-254	Miscellaneous Merchandise	MISC	110.00
07/31/2019	129-1047	E 609-49751-255	N/A Products	N/A	27.00
08/07/2019	129-1104	E 609-49751-252	Beer For Resale	BEER	11,299.05
08/07/2019	129-1104	E 609-49751-254	Miscellaneous Merchandise	MISC	282.00
					$22,634.53
DEX MEDIA EAST LLC					
08/05/2019	610042282639	E 609-49750-340	Advertising	ADVERTISING	80.00
					$80.00
ECM PUBLISHERS, INC.					
07/31/2019	714149	E 609-49750-340	Advertising	JOB POSTING - LIQUOR STORE	111.60
08/09/2019	715947	E 101-41400-351	Legal Notices Publishing	AUG 21 PH ORDINANCE	37.63
08/09/2019	715948	E 101-41400-351	Legal Notices Publishing	AUG 21 PH ORDINANCE AMEND	37.63
					$186.86
EMERGENCY APARATUS MAINTENENC					
08/07/2019	107509	E 101-42210-221	Vehicle Repair & Maintenance	MOTOR BOX	475.44
					$475.44
FLYTE HCM LLC					
08/06/2019	43805	E 101-41540-301	Auditing and Acct g Services	AUG ADMIN FEES	39.00
					$39.00
GOPHER STATE ONE-CALL					
07/31/2019	9070759	E 601-49440-442	Gopher State	TICKETS	65.48
07/31/2019	9070759	E 602-49490-442	Gopher State	TICKETS	65.47
					$130.95
GRAINGER, INC.					
07/29/2019	9246186861	E 602-49490-229	Project Repair & Maintenance	SUPPLIES	10.29
					$10.29
GRANITE CITY JOBBING CO.					
07/23/2019	145750	E 609-49751-254	Miscellaneous Merchandise	MISC	(45.36)
07/30/2019	147289	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
07/30/2019	147289	E 609-49751-254	Miscellaneous Merchandise	MISC	55.76
07/30/2019	147289	E 609-49751-256	Tobacco Products For Resale	TOBACCO	2,638.14
08/13/2019	149286	E 609-49751-206	Freight and Fuel Charges	FUEL	4.25
08/13/2019	149286	E 609-49751-256	Tobacco Products For Resale	TOBACCO	2,291.91
					$4,948.95
HOEFER, NATHAN A					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #2298	29.51
					$29.51

HOISINGTON KOEGLER GROUP, INC					
07/12/2019	018-041-10	E 101-41910-307	Comp Plan/Wetland Fees	PLANNING	776.25
07/12/2019	018-041-10	E 101-41910-311	Contract	PLANNING	2,255.42
07/12/2019	018-041-10	E 101-41910-318	Economic Development	PLANNING	3,000.00
07/12/2019	018-041-10	G 803-22043	Esc-Laketown Homes	PLANNING	1,392.34
07/12/2019	018-041-10	G 803-22160	ESC-SCHULTE SUBDIVISION	PLANNING	93.75
					$7,517.76
INNOVATIVE OFFICE SOLUTIONS, L					
07/19/2019	IN2596830	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	27.42
07/19/2019	IN2596830	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	13.08
07/31/2019	IN2611983	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	32.52
					$73.02
ISD #15					
07/19/2019	4372	E 101-42210-221	Vehicle Repair & Maintenance	2011 CHEVY TAHOE	806.53
07/31/2019	4418	E 602-49490-228	Equipment Maintenance	2007 DODGE	428.32
07/31/2019	4419	E 101-42110-221	Vehicle Repair & Maintenance	2017 CHARGER	279.74
07/31/2019	4421	E 101-43100-221	Vehicle Repair & Maintenance	2009 DODGE	706.36
					$2,220.95
JJ TAYLOR DISTRIBUTING					
08/01/2019	3003229	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
08/01/2019	3003229	E 609-49751-252	Beer For Resale	BEER	3,673.70
					$3,676.70
JOHNSON BROS WHLSE LIQUOR					
07/26/2019	558235	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(3.14)
07/26/2019	558235	E 609-49751-251	Liquor For Resale	LIQUOR	(168.00)
07/31/2019	1350436	E 609-49751-206	Freight and Fuel Charges	FREIGHT	40.04
07/31/2019	1350436	E 609-49751-251	Liquor For Resale	LIQUOR	2,168.40
07/31/2019	1350437	E 609-49751-206	Freight and Fuel Charges	FREIGHT	34.54
07/31/2019	1350437	E 609-49751-253	Wine For Resale	WINE	2,029.55
07/31/2019	1350438	E 609-49751-252	Beer For Resale	BEER	224.50
08/07/2019	1355804	E 609-49751-206	Freight and Fuel Charges	FREIGHT	29.83
08/07/2019	1355804	E 609-49751-251	Liquor For Resale	LIQUOR	1,431.28
08/07/2019	1355805	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.55
08/07/2019	1355805	E 609-49751-253	Wine For Resale	WINE	751.70
					$6,562.25
KIMS KLEANING					
07/29/2019	5986	E 101-41940-402	Janitorial Service	CITY HALL - JULY	150.00
07/29/2019	5987	E 101-45000-402	Janitorial Service	COMMUNITY CNTR - JULY	100.00
07/29/2019	5988	E 101-43100-402	Janitorial Service	PUBLIC WORKS - JULY	190.00
07/29/2019	5988	E 101-45200-402	Janitorial Service	PUBLIC WORKS - JULY	190.00
07/29/2019	5988	E 601-49440-402	Janitorial Service	PUBLIC WORKS - JULY	190.00
07/29/2019	5988	E 602-49490-402	Janitorial Service	PUBLIC WORKS - JULY	190.00
07/29/2019	5989	E 601-49440-402	Janitorial Service	WATER TREATMENT PLANT - JL	160.00
07/29/2019	5990	E 101-42110-402	Janitorial Service	POLICE - JULY	900.00
07/29/2019	5991	E 602-49490-402	Janitorial Service	WASTER WATER - JULY	220.00
07/29/2019	5992	E 101-42210-402	Janitorial Service	FIRE DEPT - JULY	75.00
					$2,365.00
LARSON, BRENDEN & GRACIELA					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #4649	186.27
					$186.27
LMC INSURANCE TRUST					
08/01/2019	.0819	E 101-42110-160	Work Comp Insurance	DEDUCTIBLE	134.11
08/01/2019	.0819	E 609-49750-160	Work Comp Insurance	DEDUCTIBLE	140.03
					$274.14
LUPULIN BREWING					
07/25/2019	22587	E 609-49751-252	Beer For Resale	BEER	144.00
					$144.00
MARTIN-MCALLISTER					
06/30/2019	12494	E 101-41400-441	Miscellaneous	EVALUATION- WIDA, JENNIFER	650.00

					$650.00
MCDONALD DIST CO.					
07/30/2019	251-0118	E 609-49751-252	Beer For Resale	BEER	(14.80)
07/30/2019	500916	E 609-49751-252	Beer For Resale	BEER	3,201.35
07/30/2019	500916	E 609-49751-255	N/A Products	N/A	178.00
08/06/2019	251-0121	E 609-49751-252	Beer For Resale	BEER	(21.00)
08/06/2019	501816	E 609-49751-252	Beer For Resale	BEER	9,373.95
08/13/2019	502778	E 609-49751-252	Beer For Resale	BEER	(20.10)
08/13/2019	502779	E 609-49751-252	Beer For Resale	BEER	12,497.80
08/13/2019	502779	E 609-49751-255	N/A Products	N/A	23.30
					$25,218.50
MEDTOX LABORATORIES, INC.					
07/31/2019	07201995907	E 101-43100-441	Miscellaneous	MED TESTING	6.25
07/31/2019	07201995907	E 101-45200-441	Miscellaneous	MED TESTING	6.25
07/31/2019	07201995907	E 601-49440-441	Miscellaneous	MED TESTING	6.25
07/31/2019	07201995907	E 602-49490-441	Miscellaneous	MED TESTING	6.25
					$25.00
METRO SALES, INC.					
08/09/2019	INV1401605	E 101-41400-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 101-42110-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 101-42400-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 101-43100-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 101-45200-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 601-49440-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 602-49490-200	Office Supplies	COPIES	2.91
08/09/2019	INV1401605	E 609-49750-200	Office Supplies	COPIES	2.98
					$23.35
MIDCONTINENT COMMUNICATIONS					
08/13/2019	.0819	E 101-42110-321	Telephone	POLICE	17.14
08/13/2019	.0819	E 101-43100-321	Telephone	PUBLIC WORKS	17.15
08/13/2019	.0819	E 601-49440-321	Telephone	WATER	150.00
08/13/2019	.0819	E 609-49750-321	Telephone	LIQUOR STORE	150.00
					$334.29
MINNESOTA CO ATTORNEY ASSOC					
08/06/2019	200005872	E 101-42110-200	Office Supplies	CODE BOOKS	562.50
					$562.50
MN FIRE CERTIFICATION BOARD					
08/01/2019	7093	E 101-42210-208	Training and Instruction	CERTIFICATION EXAM	115.00
					$115.00
MYKING, JAMI					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #5280	128.36
					$128.36
NORTH METRO TREE SERVICE INC.					
08/05/2019	0819	E 101-45200-311	Contract	CONTRACT	175.00
08/05/2019	0819	E 101-45200-311	Contract	CONTRACT	3,465.00
					$3,640.00
OLSON POWER AND EQUIPMENT, INC					
07/31/2019	59319	E 101-43100-218	Equipment Repair & Maintenance	PARTS	656.84
					$656.84
OPUS 21					
08/05/2019	170751	E 601-49440-382	Utility Billing	UTILITY BILLING	2,878.19
08/05/2019	170751	E 602-49490-382	Utility Billing	UTILITY BILLING	2,878.17
					$5,756.36
OREILLY AUTO PARTS					
07/31/2019	1539-300818	E 101-42210-221	Vehicle Repair & Maintenance	PLATE LIGHT E2	5.59
					$5.59
PACE ANALYTICAL SERVICES					

08/06/2019	1912009301	E 602-49490-313	Sample Testing	TESTING	176.50
					$176.50
PARENT CUSTOM HOMES LLC					
08/08/2019	.0819	G 803-22000	Deposits	ESCROW REF 795 240TH LANE	3,800.00
					$3,800.00
PEPSI COLA					
08/06/2019	98305553	E 609-49751-254	Miscellaneous Merchandise	MISC	261.80
					$261.80
PHILLIPS WINE & SPIRITS CO.					
06/14/2019	333594	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.57)
06/14/2019	333594	E 609-49751-253	Wine For Resale	WINE	(104.04)
07/19/2019	338135	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(6.28)
07/19/2019	338135	E 609-49751-253	Wine For Resale	WINE	(113.00)
07/31/2019	2597184	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.85
07/31/2019	2597184	E 609-49751-251	Liquor For Resale	LIQUOR	831.00
07/31/2019	2597185	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.57
07/31/2019	2597185	E 609-49751-253	Wine For Resale	WINE	28.25
08/07/2019	2601152	E 609-49751-206	Freight and Fuel Charges	FREIGHT	40.82
08/07/2019	2601152	E 609-49751-251	Liquor For Resale	LIQUOR	3,303.00
					$3,987.60
READY WATT ELECTRIC					
08/02/2019	102643	E 402-42110-580	C-O-L Other Equipment	DC SIREN INSTALLATION	12,018.00
					$12,018.00
ROSEVILLE, CITY OF					
08/02/2019	0226451	E 101-41940-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 101-42110-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 101-42210-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 101-43100-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 101-45200-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 601-49440-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 602-49490-321	Telephone	PHONE	82.87
08/02/2019	0226451	E 609-49750-321	Telephone	PHONE	82.91
08/02/2019	0226488	E 101-41110-310	Computer Consulting Fees	IT SERVICES	310.13
08/02/2019	0226488	E 101-41400-310	Computer Consulting Fees	IT SERVICES	1,007.94
08/02/2019	0226488	E 101-41910-310	Computer Consulting Fees	IT SERVICES	155.15
08/02/2019	0226488	E 101-42110-310	Computer Consulting Fees	IT SERVICES	3,566.58
08/02/2019	0226488	E 101-42210-310	Computer Consulting Fees	IT SERVICES	573.75
08/02/2019	0226488	E 101-42400-310	Computer Consulting Fees	IT SERVICES	286.87
08/02/2019	0226488	E 101-43100-310	Computer Consulting Fees	IT SERVICES	310.13
08/02/2019	0226488	E 101-45200-310	Computer Consulting Fees	IT SERVICES	310.13
08/02/2019	0226488	E 601-49440-310	Computer Consulting Fees	IT SERVICES	310.13
08/02/2019	0226488	E 602-49490-310	Computer Consulting Fees	IT SERVICES	310.13
08/02/2019	0226488	E 609-49750-310	Computer Consulting Fees	IT SERVICES	155.06
08/08/2019	0226523	E 101-41110-310	Computer Consulting Fees	IT SERVICES	116.93
08/08/2019	0226523	E 101-41400-310	Computer Consulting Fees	IT SERVICES	380.05
08/08/2019	0226523	E 101-41910-310	Computer Consulting Fees	IT SERVICES	58.55
08/08/2019	0226523	E 101-42110-310	Computer Consulting Fees	IT SERVICES	1,344.80
08/08/2019	0226523	E 101-42210-310	Computer Consulting Fees	IT SERVICES	216.33
08/08/2019	0226523	E 101-42400-310	Computer Consulting Fees	IT SERVICES	108.16
08/08/2019	0226523	E 101-43100-310	Computer Consulting Fees	IT SERVICES	116.93
08/08/2019	0226523	E 101-45200-310	Computer Consulting Fees	IT SERVICES	116.93
08/08/2019	0226523	E 601-49440-310	Computer Consulting Fees	IT SERVICES	116.93
08/08/2019	0226523	E 602-49490-310	Computer Consulting Fees	IT SERVICES	116.93
08/08/2019	0226523	E 609-49750-310	Computer Consulting Fees	IT SERVICES	58.46
08/09/2019	0226541	E 101-41110-310	Computer Consulting Fees	IT SERVICES	145.88
08/09/2019	0226541	E 101-41400-310	Computer Consulting Fees	IT SERVICES	474.13
08/09/2019	0226541	E 101-41910-310	Computer Consulting Fees	IT SERVICES	73.00
08/09/2019	0226541	E 101-42110-310	Computer Consulting Fees	IT SERVICES	1,677.70
08/09/2019	0226541	E 101-42210-310	Computer Consulting Fees	IT SERVICES	269.89
08/09/2019	0226541	E 101-42400-310	Computer Consulting Fees	IT SERVICES	134.94
08/09/2019	0226541	E 101-43100-310	Computer Consulting Fees	IT SERVICES	145.88
08/09/2019	0226541	E 101-45200-310	Computer Consulting Fees	IT SERVICES	145.88
08/09/2019	0226541	E 601-49440-310	Computer Consulting Fees	IT SERVICES	145.88
08/09/2019	0226541	E 602-49490-310	Computer Consulting Fees	IT SERVICES	145.88

08/09/2019	0226541	E 609-49750-310	Computer Consulting Fees	IT SERVICES	72.94
					$14,142.00
SEVERSON, SARA					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #2593	287.20
					$287.20
SOUTHERN GLAZERS OF MN					
07/31/2019	1849710	E 609-49751-206	Freight and Fuel Charges	FREIGHT	35.84
07/31/2019	1849710	E 609-49751-251	Liquor For Resale	LIQUOR	3,236.78
07/31/2019	1849711	E 609-49751-206	Freight and Fuel Charges	FREIGHT	10.24
07/31/2019	1849711	E 609-49751-253	Wine For Resale	WINE	432.00
08/08/2019	1852359	E 609-49751-206	Freight and Fuel Charges	FREIGHT	8.32
08/08/2019	1852360	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.40
08/08/2019	1852360	E 609-49751-251	Liquor For Resale	LIQUOR	755.40
08/08/2019	1852361	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.40
08/08/2019	1852361	E 609-49751-253	Wine For Resale	WINE	210.00
					$4,701.38
ST. FRANCIS AREA CHAMBER OF					
08/01/2019	.0819	E 609-49750-340	Advertising	ADVERTISING	100.00
					$100.00
ST. FRANCIS TRUE VALUE HARDWAR					
07/01/2019	42058	E 101-42210-218	Equipment Repair & Maintenance	SUPPLIES	2.85
					$2.85
STREICHER S					
08/02/2019	I1380708	E 101-42110-237	Small Equipment	HOLSTER	324.22
					$324.22
TH CONSTRUCTION					
08/08/2019	.0819	G 803-22000	Deposits	ESCROW REF-795 240TH LANE	4,100.00
					$4,100.00
TJ ASSOCIATES					
06/28/2019	231022	E 101-42110-308	Community Education	JUNIOR OFFICER BADGE STICK	304.37
07/09/2019	231074	E 101-42110-200	Office Supplies	TOWED VEHICLE REPORT	187.50
07/09/2019	231084	E 101-42110-200	Office Supplies	BUSINESS CARDS	78.00
07/11/2019	231114	E 101-42110-308	Community Education	CAR SEAT CLINIC	39.90
07/12/2019	231124	E 101-42110-200	Office Supplies	EVIDENCE CONTROL LOGS	150.00
07/23/2019	231183	E 603-49490-418	Storm Water Management	#10 WINDOW ENVELOPES FIRS	79.95
07/23/2019	231184	E 101-41400-200	Office Supplies	#10 WINDOW ENVELOPES	169.00
07/31/2019	230559	E 101-42110-200	Office Supplies	LOCKOUT BOOKS	71.45
08/01/2019	230826	E 101-42110-200	Office Supplies	LOCKOUT BOOKS	71.45
					$1,151.62
U S BANK EQUIPMENT FINANCE					
08/08/2019	.0819	E 101-41400-240	Office Equip	COPIER LEASE	205.07
08/08/2019	.0819	E 101-43100-240	Office Equip	COPIER LEASE	205.07
08/08/2019	.0819	E 101-43210-240	Office Equip	COPIER LEASE	205.07
08/08/2019	.0819	E 101-45200-240	Office Equip	COPIER LEASE	205.07
08/08/2019	.0819	E 601-49440-240	Office Equip	COPIER LEASE	205.07
08/08/2019	.0819	E 602-49490-240	Office Equip	COPIER LEASE	205.10
					$1,230.45
USZENSKI, PAUL					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #4953	6.90
					$6.90
UTILITY SERVICE CO., INC.					
08/01/2019	483929	E 601-49440-234	Water Tower Maintenance	HYDROPILLAR NEW TOWER	9,430.92
					$9,430.92
VINOCOPIA, INC.					
08/09/2019	0238411-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	12.50
08/09/2019	0238411-IN	E 609-49751-251	Liquor For Resale	LIQUOR	448.00
					$460.50

WINE MERCHANTS					
07/31/2019	7245829	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.70
07/31/2019	7245829	E 609-49751-253	Wine For Resale	WINE	900.00
					$915.70
WOEHNKER, DAWN					
08/10/2019	.0819	G 601-22200	Deferred Revenues	REF ACCT #2246	22.90
					$22.90
FUND SUMMARY					$176,322.18

101 GENERAL FUND	$47,736.25
402 CAPITAL EQUIPMENT	$12,018.00
601 WATER FUND	$14,940.37
602 SEWER FUND	$5,960.84
603 STORM WATER	$79.95
609 LIQUOR FUND	$86,200.68
803 ESCROW	$9,386.09
Total	176,322.18

CITY OF ST. FRANCIS
8/19/2019

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
		TOTAL		0.00

Disbursements via Debits to 4M Account

Payee	Description	Amount
TOTAL		0.00

Disbursements via Debits to Checking Account

	Payee	Description	Amount
07/01/19	Health Partners	Insurance	22,645.94
	Cayan	CC Fees	3,844.30
07/09/19	Village Bank	Deposit Slips	19.61
07/11/19	Federal Tax	Payroll	20,981.20
	PERA	Payroll	19,179.50
	VOYA	Payroll	1,550.00
	ICMA	Payroll	385.00
	State Tax	Payroll	4,580.01
	MSRS	Payroll	766.04
	Healthcare Savings	Payroll	754.50
07/12/19	Visa	Credit Card	11,901.40
07/16/19	Federal Tax	Payroll	1,459.14
	PERA	Payroll	971.12
	State Tax	Payroll	39.03
	Child support	Payroll	601.91
	Centerpoint	Gas Bill	1,282.41
07/17/19	Connexus	Electric Bill	10,770.86
07/19/19	Mn Dept of Revenue	Sales Tax	22,221.00
	Cayan	CC Fees	39.90
07/25/19	Federal Tax	Payroll	21,594.34
	PERA	Payroll	19,529.07
	VOYA	Payroll	1,550.00
	ICMA	Payroll	385.00
	State Tax	Payroll	4,723.71
	MSRS	Payroll	775.96
	Healthcare Savings	Payroll	754.50
07/26/19	Cayan	CC Fees	5.40
07/30/19	Payment Service Network	CC Fees	310.95
07/31/19	Village Bank	Fees	96.45
	TOTAL		173,718.25

City of St. Francis

City Council
AGENDA REPORT
Agenda Item #
6 A

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Development Design Standards

DATE: 08/19/2019

OVERVIEW

As the City continues to organize, we move into the next step of creating development standards. This is a process that would design our Districts identified in the St. Francis Forward plan and create standards for development. Cities create standards to guide districts towards a specific style or vision within designated downtowns, commercial and unique housing districts.

Development standards supplement existing city code with concepts that apply to the design of the development. This type of overlay criteria creates an enhancement of appearance through landscaping, increase pedestrian friendly movement, implement sign regulations and achieve aesthetic compatibility throughout the downtown area.

Through the use of our St. Francis Forward and comprehensive plan, existing best practices in other municipalities and the City's development team, HKGi has created design standards for the Bridge Street corridor. As we are in the process of the 2040 comprehensive plan and zoning changes to meet the new plan, the timing for coordinating this effort is efficient.

ITEMS TO BE DICUSSED:

HKGi presentation of proposed design standards.

ATTACHMENTS:

None – Presentation at meeting

City of St. Francis

City Council
AGENDA REPORT
Agenda Item #
9 A

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Ordinance Amendment – Storage Facility – 2nd Reading

DATE: August 21, 2019

OVERVIEW

The City currently does not regulate self-storage facilities within its zoning code. As a result of important land use and zoning issues, the City Council entered into a Moratorium on September 17, 2018 to allow staff to review the issues and concerns around these types of facilities. The Moratorium provided staff one year to research and update the necessary codes.

Staff reviewed other cities with existing facilities to determine code amendments. Staff is presenting the following for consideration:

- Placing the permitted location in the I-1 Light Industrial zoning district
- Requiring these units to be permitted under the Conditional Use Permit process
- Updating the Business Regulation and Licensing Chapter to include requirements for the development, standards, site and setbacks, life safety, operations, driveway and circulation requirements, and exceptions to the zoning district.

On July 17, 2019 the Planning Commission held a Public Hearing to receive comments on the Zoning amendment and provide comment and feedback on the additional Sections proposed. No Public Comments were received.

On August 5, 2019, Council approved the proposed language without changes and completed the first reading for an ordinance change.

ITEMS TO BE DICUSSED:

Amendment to Chapter 10 Zoning, Section 71, I-1 Light Industrial to include Storage Facilities within the permitted CUP

Amendment to Chapter 6 Business Regulation and Licensing, Section 14 – Storage Units/Self Storage.

City of St. Francis

TIMELINE:

The following timeline will apply:

August 5th – 1st Reading
August 19th – 2nd Reading
August 23rd – Publish for Comment
September 22nd - Effective

ATTACHMENTS:

City Code Sections:	Chapter 10 Zoning, Section 71, I-1 Light Industrial District
	Chapter 6 Business Licensing, create a new Section 14

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

ORDINANCE 251, SECOND SERIES

AN ORDINANCE AMENDING CHAPTER 10, SECTION 71 ADDING (I) ENTITLED "SELF-STORAGE FACILITY" AND AMENDING CHAPTER 6 ADDING SECTION 14 ENTITLED "STORAGE UNITS/SELF STORAGE"

THE CITY OF ST. FRANCIS ORDAINS:

Section 1. Code Amended. That Chapter 10, Section 71 and Chapter 6 Section 14, shall hereby be amended to read as follows:

"Exhibit A".

Section 2. Effective Date. This Ordinance shall take effect thirty days after publication.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 19th OF AUGUST, 2019.

APPROVED:

_____
Steven D. Feldman
Mayor of St. Francis

ATTEST:

_____
Barbara I. Held
City Clerk

(seal)

G. Satellite antennas greater than two (2) meters in diameter as regulated by Chapter 22 of this Ordinance.

H. Truck stop.

I. Self-Storage Facility, as regulated by City Ordinance, Chapter 6

10-71-5. - Interim uses.

Subject to applicable provisions of this Ordinance, the following are interim uses in the I-1 District and require an interim use permit based upon procedures set forth in and regulated by Chapter 7 of this Ordinance:

A. Excavation, filling, or grading of more than one hundred (100) cubic yards not related to an approved subdivision or site plan, provided that:

1. The use will be in compliance with the provisions of Chapter 31 of this Ordinance and other provisions of the City Code.

2. The interim use permit shall terminate at a date determined by the City Council to be adequate to allow for completion of the operation based upon:

a. The quantity of material to be removed and the plan of operation.

b. Compatibility with present and future land uses in the area.

c. Compliance with the requirements of the Zoning Ordinance and conditions specific to the interim use permit approval.

B. Farms, farmsteads and farming.

10-71-6. - Lot area and setback requirements.

The following minimum requirements shall be observed in an I-1 District, subject to additional requirements, exceptions and modifications set forth in this Ordinance:

A. Lot Area: Twenty-five thousand (25,000) square feet.

B. Lot Width: One hundred fifty (150) feet.

C. Setbacks:

1. From Streets:

a. Collector or Arterial Streets: Fifty (50) feet.

b. Local Streets: Thirty-five (35) feet.

2. Side Yards:

a. Interior Lot: Twenty-five (25) feet.

b. Corner Lot: Thirty-five (35) feet.

3. Rear Yard: Twenty-five (25) feet.

10-71-7. - Building height/lot coverage.

A. Structures shall not exceed thirty-five (35) feet in height.

B. Impervious surfaces shall not exceed eighty (80) percent of the lot area.

C. A certificate of insurance acceptable to the City shall be filed with the City prior to commencement of operations. The certificate and the required insurance policies shall contain a provision that the coverage afforded under the contract will not be cancelled or allowed to expire until at least thirty (30) days prior written notice has been given to the City.

6-13-11. - Business records.

A taxicab operator shall maintain, at a minimum, the following records:

A. Order slips upon which are recorded all trips requested showing the time and place of origin and the destination of each trip. Order slips must be maintained and preserved, in chronological order, in a safe place for at least twelve (12) consecutive months. All order slips shall be available to the City upon demand.

B. Current business records, including, but not limited to information on all drivers and vehicles, at the operator's designated place of business. Such business records shall be made available for inspection by the City during reasonable business hours.

6-13-12. - Rates.

Each taxicab operated under this Section shall have a rate card setting forth the authorized rates of fare displayed in such a place as to be in view of all passengers.

6-13-13. - Suspension or revocation.

Any license issued under the provisions of this Section shall be suspended or revoked by the City Council if the licensee has:

A. Violated any of the provisions of this Section.

B. Discontinued operations for more than sixty (60) consecutive days.

6-13-14. - Transfers.

Any license issued under this Section is not transferable.

6-13-15. - Term.

All licenses issued under this ordinance expire on December 31 of the year issued.

6-13-16. - Renewal.

The renewal of any license under this section shall be handled in the same manner as the original application. The request for renewal shall be made thirty (30) days but no more than sixty (60) days before the expiration of the current license.

6-13-17. - Fees.

The applicant is responsible for the license fee as established by ordinance and any other costs incurred by the City associated with confirming the information requested above.

SECTION 14. – STORAGE UNITS/SELF STORAGE

6-14-1 This code identifies the requirements for storage spaces known as storage units, self-storage, self-serve storage and mini storage. These are pertaining to a warehouse or other facility that rents units

to a tenant, usually on a short-term basis, often month to month, including storing of personal possessions. Permitting identified in Zoning District.

6-14-2 Definitions

A. Open Storage – open space storage is space allowed for the temporary storage of boats, trailers and vehicles and shall be part of a storage facility. Open storage as a stand-alone use will not qualify as a storage facility

B. Self-Storage, Mini-Storage Facility – any real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access to such facility for the purpose of storing and removing personal property. A self-service storage facility is not a warehouse.

6-14-3 Architectural Design Requirements

A. No single building shall be greater than one hundred fifty (150) feet in length

B. No Entrance doors to storage compartments shall front on any public street

C. Exterior surfaces of all building shall meet building type and construction standards of the zoning code and overall use as identified in city code.

D. No wall adjacent to or visible from a public street or abutting property shall exceed one hundred (100) feet in length without visual relief by means of a vertical reveal at least one foot in depth and ten feet in width, a perceptible change in wall angle or a corner.

6-14-4 Site and Setback Requirements

A. At least twenty-five (25) percent of the site is open green space and landscaped in accordance with a plan approved by the City Council

B. Open space storage is prohibited

C. Runoff quantity and quality. Site must meet the requirements of the city code and city's comprehensive surface water management plan for storm water management, erosion control and wetlands.

D. Landscaping shall be provided continuously along all public street frontages, except for authorized access points. Landscaping shall be provided and along all property lines abutting developed property, except where exempted for good cause by the issuing authority. Landscaping shall consist of a variety of trees, low, medium and high-profile shrubs, together with suitable ground cover such as sod, native grasses, rock or a combination thereof. Landscaping shall be designed, placed and maintained in such a manner as to not impair vehicle visibility at corner intersections or adjacent to points of ingress or egress. A landscape plan shall be submitted for approval by the issuing authority.

6-14-5 Life Safety Requirements

A. A security fence or wall shall be provided around the facility as approved by the issuing authority.

B. Driveways shall be designed so that fire equipment and other emergency vehicles can readily access and exit all areas of the site.

C. No electrical service shall be provided for tenants.

D. Exterior lighting is required. Dark sky lighting is recommended

E. Fire hydrants shall be provided within the site at locations required by the Fire Department. Fire hydrants shall be separated by distances of not more than 200 feet.

F. Lease agreement between the operator and each lessee, no flammable, caustic, explosive, poisonous, radioactive or otherwise dangerous materials shall be stored in any self-storage facility

6-14-6 Operational Requirements

A. All owners and managers shall be responsible for maintaining the operation of the facility in conformance with ordinance requirements and conditions of approval of the City Council.

B. Any on-site manager of the facility shall maintain a copy of the site plan of the facility which has been approved by the issuing authority, a copy of all conditions of approval attached by the City Council, and a copy of all applicable city regulations.

C. The lessor or agent of the lessor shall obtain a signed lease agreement from the lessee that shall be kept in the on-site office of the facility and shall be available for inspection by the Police Department

D. Each lease agreement shall include all appropriate restrictions established by ordinance and/or condition of approval established by the City Council. Each lessee shall be required to sign each lease agreement indicating understanding and acceptance of all restrictions.

6-14-7 Driveway and Circulation

A. No building shall be located closer than twenty-five (25) feet to each other to allow for parking, loading, and driveway and fire lanes.

B. All driveways and parking areas shall have a paved surface with bituminous, concrete pavement, concrete pavers or other similar materials and allow for adequate turning radius for fire truck maneuverability and to be maintained throughout the site.

C. Designated snow storage space is to be provided to insure adequate and safe access during winter months.

D. All driveways and circulation lanes which do not directly abut a building shall be defined by poured-in-place concrete curbs.

6-14-8 Exceptions to zoning district requirements

A. The total floor area of all separate self-storage structures on the site may be combined to meet the minimum building floor area requirements of the district in which the use is proposed.

B. When located in the I-1 Light Industrial Zoning District, as part of a planned unit development pursuant self-storage facilities (including all buildings, driveways, resident manager's quarters, screening walls, and all other associated features) shall not:

   a. Be located within 500 feet of a roadway designated as a principal arterial, intermediate arterial or minor arterial street; and

   b. Include more than one-half of the land area of the total planned development except when located in the interior of an industrial area.

C. Setbacks

   a. Side yard setbacks of not less than one-half of the normal district requirements may be requested provided that no entrance doors to storage compartments or storage compartment areas are exposed to that yard, subject to the approval of final site plans and building plans.

   b. Rear yard setbacks of not less than ten feet may be requested provided that no entrance doors to storage compartments or storage compartment areas are exposed to that yard, subject to the approval of final site plans and building plans.

   c. When side and rear yards are adjacent to public streets, setbacks of not less one-half of the normal district requirements may be requested subject to the approval of the City Council.

   d. When reviewing plans which show reduced side and/or rear yard setbacks from the interior lot lines or abutting streets, the issuing authority shall consider the impact of such reduced setbacks on visibility and aesthetics on adjacent existing uses. Where the Council finds that the impact of the proposed self-storage facility on adjacent properties will not be adverse, the Council may allow reduced setbacks.

City of St. Francis Planning Commission Agenda Item
Executive Summary

Title of Item: **Rivers Edge 3rd Addition:** A request from St. Francis Land Development, LLC for a PUD amendment and preliminary plat approval, as well as the associated rezoning to PUD and final plat approval for 10 lots, to establish 30 new lots on 20.2 unaddressed acres to the north of the Rum River Bluffs PUD and to the west of the 1st Addition of the Rivers Edge PUD; PID: 32-34-24-21-0001. The applicant is also requesting a conditional use permit (CUP) to construct public roads in the Rum River Management District.

Meeting Date: 08-19-19

Staff Reporting: Beth Richmond, City Planner

Summary: The applicant is seeking an amendment to the Rivers Edge PUD to include an additional 20.2 acres west of the existing PUD. The applicant is proposing to create 30 urban lots on the site which is located within the urban Rum River Management District (RRM). The public hearing for the preliminary plat and PUD amendment was held at the September 19, 2018 Planning Commission meeting. The public hearing for the CUP and rezoning requests was held at the October 17, 2018 Planning Commission meeting. On December 17, 2018, the applicant and the City mutually agreed to a stay of the application process pending the DNR's decision on the City's Wild & Scenic variance application. Following the DNR's decision on May 17, 2019, the developer and Staff feel that this application can continue to move forward. The application review process was restarted on July 16, 2019.

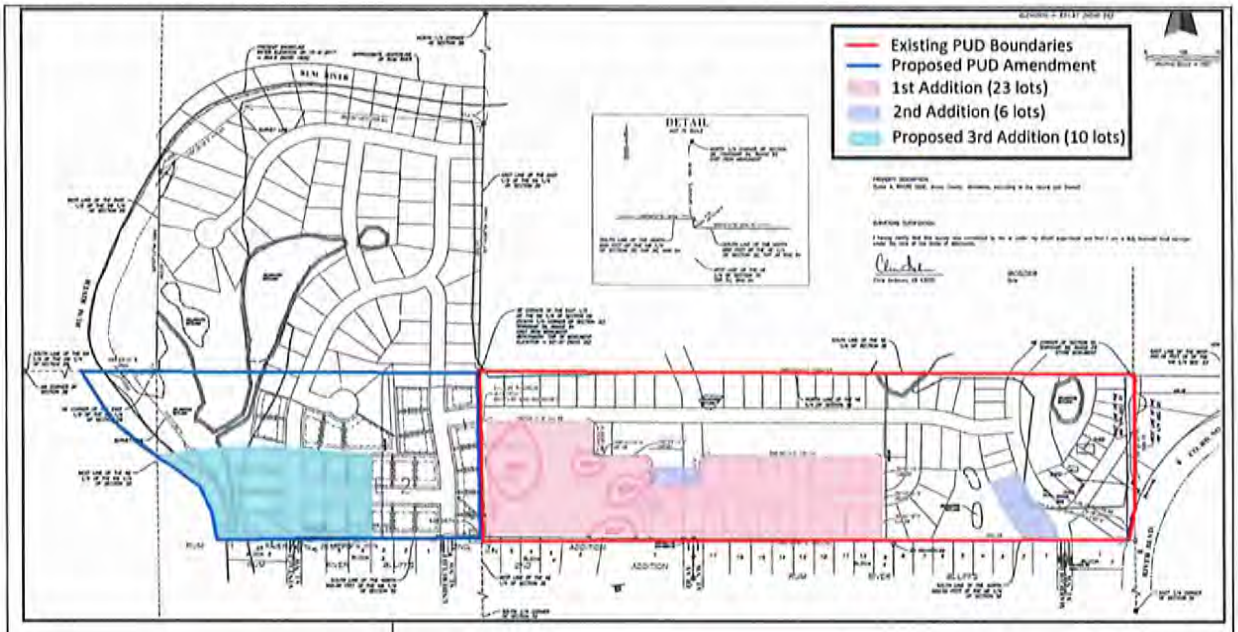
Recommendations: On October 17, 2018, the Planning Commission recommended denial of the PUD amendment and preliminary plat and recommended approval of the rezoning and CUP requests (see page 11 for details). Staff recommends approval of the PUD amendment, preliminary plat, final plat, rezoning to the Rivers Edge PUD, and CUP requests subject to conditions. Suggested findings of fact can be found on pages 11-17. Recommended conditions of approval can be found on pages 12-17.

List of Attachments:
A) Applicant's Submittals
B) Engineering Memos: Rivers Edge Phase 2 Preliminary Plat and Rivers Edge 3rd Addition
C) Draft PUD Amendment & Preliminary Plat Resolution
D) Draft Pre-Approval Grading Permit Agreement & Waiver
D) Draft Final Plat Resolution
E) Draft Rezoning Ordinance
F) Draft CUP for the construction of public roads
G) Draft Development Agreement

City of St. Francis Planning Department
Rivers Edge 3rd Addition Review

To:	Planning Commission
From:	Beth Richmond, City Planner
Meeting Date:	08-05-19
Applicant(s):	St. Francis Land Development, LLC (Dale Willenbring)
Location:	Outlot A, Rivers Edge 1st Addition

Introductory Information	
Request:	The applicant is seeking an amendment to the Rivers Edge PUD for the inclusion of 30 new urban lots on 20.2 acres within the planned Rivers Edge development north of Rum River Bluffs and east of the Rum River. In addition to the PUD amendment and preliminary plat approval, the applicant has also requested approval of the following: • Final plat (10 lots) and Final PUD plans • Rezoning from R-2 to PUD • CUP to build a public road in the Rum River Management District
Background:	The applicant is proposing to create 30 new urban lots on 20.2 acres adjacent to the Rum River as the 3rd Addition of the Rivers Edge subdivision. The 3rd Addition is located west of the 1st and 2nd Additions and is part of the Rum River Management District Urban Area. This land was included as part of the Rivers Edge subdivision concept plan review. The applicant is proposing to amend the existing PUD boundaries to include the land to the west as shown in the image below. The remaining 33.6 acres of land to the north of the proposed amendment that were examined for development during the Rivers Edge subdivision concept plan review are within the rural Rum River Management District (RRM) and will go through a separate review process in the future.



Site Data:	• *Existing Zoning* – R-2 (Single Family Residential • *Land Use Guidance* – Low Density Residential (1.5 to 2.5 units per net acre) • *Acres* – 20.2 acres (all within the City's current MUSA) • *Property Identification Number (PID)* – 32-34-24-21-0001
Various Calculations	TOTAL PROPERTY AREA 20.2 acres WETLAND AREA 4.06 acres NET ACREAGE AFTER WETLANDS 16.14 acres TOTAL PROPOSED LOTS 30 units GROSS DENSITY 1.50 units/acre NET DENSITY 1.86 units/net acre

PUD Amendment & Preliminary Plat Review	
Existing Site Character:	• The site currently consists of open farm fields and woodlands. The western portion of the site adjacent to the Rum River is heavily wooded and slopes steeply downward from east to west to meet the river.

(Cont.)

PUD Amendment/Expansion Area

Ownership:

- As a condition of preliminary plat approval, the applicant shall provide proof of ownership of the land.

Comprehensive Plan Consistency:

- The site is guided for low density residential use by the Comprehensive Plan (1.5 – 2.5 units per net acre).
- *Page 2-8 states that the density range within the Low Density Residential classification is 1.5 to 2.5 units per net acre. PUDs are allowed provided the City's PUD ordinances are "rigorously" applied and the gross residential density does not exceed 2.5 units per acre.*

Staff comment: The net density for the proposed development is 1.86 units per net acre. This density is within the range required for a low density residential development.

The gross density of the 3rd Addition is 1.5 units per acre. The gross density of the existing PUD was 2.6 which exceeded the maximum allowance of 2.5 units per acre. Combining the gross density of the existing PUD and the PUD amendment together, the gross density is 2.26 units per acre, within the required range. When future additions of the Rivers Edge development plan are proposed, the Commission and Council should review their proposed densities in accordance with those densities already approved in prior phases to ensure that the overall gross density within the Rivers Edge development is below 2.5 units per acre.

- *Land Use Policy A (pg. 2-15) states that "residential subdivision design must preserve important natural features and promote St. Francis as a distinct location from its suburban neighbors. Policies supporting the statement include:*
  - *Development should preserve woodlands, wetlands, natural lakes, and other natural features.*

(Cont.)	• *New subdivisions must include amenities which establish a small town character and feel.* • *Planned roadway connections must be extended and new dead-ends created where future extension will occur.* **Staff comment:** The proposed development plan protects the wooded areas, steep slopes, and wetlands on the property. The applicant is proposing to extend all planned roadway connections through this area. • *Land Use Policy C (pg. 2-16) seeks creative approaches to the use of land. "New residential subdivisions, especially those utilizing a PUD design process, will be evaluated as to their variety and diversity of housing materials, colors, architectural styles and details, and other factors."* **Staff comment:** The 3rd Addition introduces larger lots overlooking the Rum River, which are the third type of lifestyle home site proposed by the developer for the overall Rivers Edge development.
Compatibility:	• Single-family homes are consistent with the existing land use to the south and east as well as with the planned land use in this portion of the City. • Given that a similar development plan was already approved on this site in 2006, the City has already determined that development of this area is compatible with adjacent land uses and is not premature. Completion of the upgrades to the City's wastewater treatment plan provides adequate sewer capacity for this development.
Common Open Space:	• The proposal includes an open area of preserved woodland in the northwest corner of the property along the Rum River (Outlot B). The applicant is proposing to dedicate this area to the City to be used as part of a larger passive park. • The majority of Outlot B is made up of wetland and floodplain. • More information about this common open space can be found in the park dedication section of this report.
Operations:	• As a condition of approval, the applicant must provide final PUD plans which contain provisions to assure the continued operation and maintenance of all open space and service facilities to a pre-determined reasonable standard.
Landscaping:	• As of 8/6/19, no landscaping plan has been provided. A finalized landscaping plan must be provided as a condition of final PUD plan approval. • The proposed plan should be harmonious with the existing PUD design and with the provisions of Code Section 10-82-7 for landscape alterations within the RRM.

Setbacks:

- Setbacks within the PUD amendment will be as follows:

Setbacks	Required (ft.)	Proposed PUD (ft.)
Front	35*	35
Street Side	20	20
Side	10 House; 5 Garage	**7.5**
Rear	30	30
Wetland	30	30
Ordinary High Water Line	75*	75
*Required by RRM		

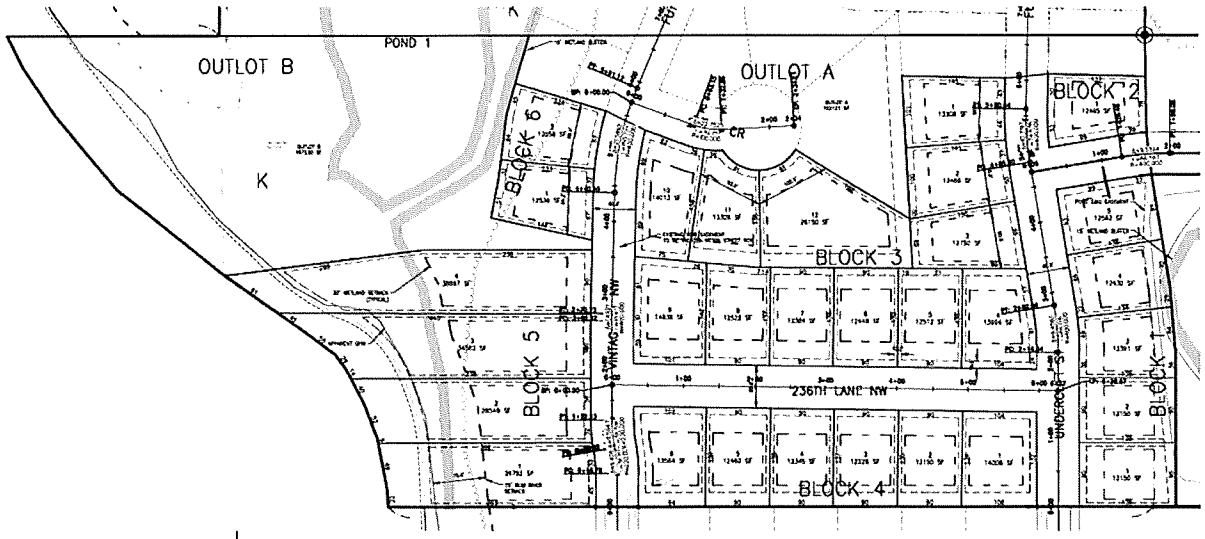
- These setbacks are consistent with the setbacks allowed in the current PUD.
- As required by Code, all buildings within the proposed PUD will be at least 15 feet from the back of the internal street system curb lines.
- All buildings are proposed to be located at least 15 feet apart. The Code requires a minimum separation of 12 feet.

Lot Standards:

- In the RRM urban district, all riparian lots are required to have an area of 20,000 square feet. Non-riparian lots must have a minimum area of 12,150 square feet. All proposed lots in the 3rd Addition meet these requirements.

IN GENERAL:

Proposed Preliminary Plat



Lots and Blocks:

- All lots, blocks, and cul-de-sacs are generally conforming to minimum and maximum standards established in the Code. Deviations as may be needed can be approved as part of the PUD process provided that the deviation is in the best interest of the development and the City.

(Cont.)	• In this case, there is one deviation being proposed within this PUD amendment: 1. The applicant is proposing 7.5-foot side yard setbacks instead of the 10-foot setbacks currently required in the R-2 zoning district. Staff believes the proposed deviation is appropriate for this site and is in the long-term best interest of both the development and the City. The 7.5-foot side yard setback is consistent with the requirements of the 1st and 2nd Additions and maintains a minimum 15-foot separation between buildings which is greater than the 12 feet required by Code.
Lot Access:	• All proposed lots will have direct access to a public road. • Future driveways should be located so as to preserve existing trees as much as possible. • Addresses for the individual homes should be posted at each driveway entrance.
Future Parcel Development:	• The proposed subdivision includes two outlots: A and B. Outlot B is proposed to be preserved as open space while Outlot A is planned to be subdivided into additional lots in the future.
Adjacent Parcel Development:	• All Rum River Bluff roadway connections are extended as planned into this proposed development. • The surrounding land to the northeast may develop at some point in the future, so it is important to consider how the current proposal will integrate with future development. • The northernmost land within the Rivers Edge development is within the rural RRM district. The requirements for this district specify that development must be less dense than the current guidance within the Comprehensive Plan and the conceptual development plan for this area.
Easements:	• As part of the platting process, the applicant is proposing to vacate the existing drainage and utility easement over all of Outlot A established in the 2nd Addition. The easement will be replaced over Outlots A and B as part of the 3rd Addition plat. • Per the City Engineer, the standard drainage and utility easements shown on the 3rd Addition development plan documents generally look acceptable. The easements, including the existing watermain easement, must be shown and labeled with dimensions on the preliminary plat as a condition of approval.

INFRASTRUCTURE:	
Streets & Transportation:	• All roadways shall be designed and constructed to City standards. • MN Rules 6105.0190 states that a CUP is required for the construction of all new public roads within a Wild and Scenic district (the RRM district in St. Francis). • The applicant is proposing to extend Vintage Street NW and Underclift Street to the north and create 236th Lane NW to connect them. The applicant is also proposing to create a cul-de-sac off of Vintage Street NW (237th Circle). • The City Engineer has provided the following comments which must all be addressed as conditions of preliminary plat approval: 1. The proposed development will gain access from Vintage Street through the existing Rum River Bluffs Development which connects to Rum River Boulevard (CR 72). Improvements to CR 72 are required to be completed as development obligations for the Rum River Bluffs development. 2. A temporary access to CR 72 has been approved by the Anoka County Highway Department at 236th Avenue in the location of the existing cul-de-sac. As agreed to with the 1st Addition, this access shall serve as the main construction entrance to the site. 3. The street network generally appears adequate to provide access to the proposed new homes and provides connections to the existing development to the south, as well as future development to the north. • The roadways in the 3rd Addition connect to the existing streets to the south and provide the opportunity for future development to the north and east.
Water System(s):	• This development is proposed to be connected to the City's water system. • The City Engineer provided the comments in the attached memo which must all be addressed as conditions of preliminary plat approval.
Sanitary System(s):	• This development is proposed to be connected to the City's sanitary sewer system. • The City Engineer provided the comments in the attached memo which must all be addressed as conditions of preliminary plat approval.
Stormwater and Grading:	• The City Engineer provided the comments in the attached memo which must all be addressed as conditions of preliminary plat approval.
Utilities:	• All public utilities and facilities such as gas, electrical, sewer, and water supply systems to be located in the floodplain district shall be flood-proofed in accordance with the building code or elevated to above the regulatory flood protection elevation. • Telephone, electric, and/or gas service lines are placed underground in accordance with the provisions of all applicable City ordinances.

(Cont.)	• All connections and laterals have been designed to meet minimum City standards.
Parking Facilities:	• Staff did not identify any parking issues for the proposed lots. On-site and on-street parking opportunities are expected to meet all needs within the development.
ENVIRONMENTAL & OTHER NEIGHBORHOOD IMPACTS:	
Environmental Impacts:	• Staff does not meet the threshold for an in-depth environmental analysis (i.e. EAW, EIS, AUAR, etc.).
Wetlands:	• There is one delineated wetland located on the site. It is roughly 4 acres in size and is located primarily on Outlot B and on the western (river side) portion of the four proposed riparian lots. • The applicant has provided an adequate buffer between the wetland and any proposed development.
Rum River Management (RRM) District:	• The entire 20.2 acres of the 3rd Addition of Rivers Edge is located within the urban area of the RRM. • Staff submitted the proposed plans to the DNR for review and comment. DNR staff found the development to be consistent with the requirements of the RRM district and therefore had no additional comment. • The maximum amount of impervious surface on a lot in the urban RRM is 30%. The developer is aware of this standard and the proposed lots conform to this requirement. • Future plans will be required to meet the provisions of 10-82-7 for landscape alterations within the RRM urban area. • The future development area to the north is located within the rural RRM district.
Erosion Control:	• The City Engineer has found that the applicant has proposed acceptable erosion control measures.
Traffic:	• The proposed project will not significantly increase traffic volumes beyond that which was already anticipated with the guided land use for the area. No traffic study is needed.
Floodplain:	• The western third of the site along the Rum River is located within the 100-year floodplain (elevation 899.3 feet). The floodplain extends eastward from the Rum River through a significant portion of Outlot B and the western portion of the four riparian lots. • Staff notes that any fill proposed within the floodplain must meet the City's Floodplain ordinance.

(Cont.)

Floodplain Map

Steep Slopes:

- There are steep slopes (12% or greater) running north to south along the western portion of the site.
- Any structure placed on a slope greater than 12% are required to be screened from view of the Rum River with natural vegetation.
- Any necessary screening shall be shown on the landscape plan.

Other Permits:

- All necessary permits must be provided to the City (MPCA, NPDES, MDH, DNR Appropriation, etc.).

CHARGES, FEES, & RESPONSIBILITIES:

In General:

- The applicant is responsible for all fees related to the review of this application (including but not limited to planning, legal, engineering, wetland, environmental consultants, or other such experts as required by this application).

Park Dedication:

- The City requires a 10% park dedication of land and/or cash-in-lieu for new residential developments.
- The applicant is proposing to dedicate 4.3 acres of land (Outlot B) to the City for the 3rd Addition to be used as a passive park. Assuming this land as public park requires a commitment for long-term maintenance.
- Most of the 4.3 acres proposed to be dedicated in the 3rd Addition is wetland. The City does not accept land for park dedication that is unbuildable, such as wetlands. Outlot B is also located within the floodplain. Per 11-08-9, the City is not required to accept land which would be unusable for parks and playgrounds or which would require extensive expenditures on the part of the public to make usable.
- Staff has concerns about the usability of Outlot B as a passive park, due to the location of the floodplain, the location of wetlands throughout the entire outlot, and the expense of creating trails in these areas, and would recommend requiring cash-in-lieu at a rate of $2,500 per lot to meet the park dedication requirement of the 3rd Addition instead of land dedication.

Water Charges:	• Future water access charges and/or individual hook up charges will be applicable at the time of Final Plan per City standards and policies.
Sewer Charges:	• Future sewer access charges and/or individual hook up charges will be applicable at the time of Final Plan per City standards and policies.
REQUESTED APPROVALS	

Recommendation:	• The PUD Amendment and preliminary plat requests were brought before the Planning Commission on October 17, 2018. At that time, the Planning Commission recommended denial (5-1) of the development stage PUD amendment and preliminary plat with the following findings:
	  • While Outlot B is proposed to be dedicated to the City to be used as a park, this land is unusable due to the location of the wetland and floodplain on site.
	  • A trail system through the development was not contemplated.
	  • The applicant did not provide a landscaping plan for review.
	• Staff recommends approval of the development stage PUD amendment and preliminary plat with the findings of fact and conditions listed below.
	• Staff also recommends approval of the preliminary grading permit (see below).

Suggested Motions:	• Approve Resolution 2019-XX approving the development stage PUD amendment and preliminary plat for Rivers Edge 3rd Addition with the findings of fact and conditions presented by Staff. • Approve the preliminary grading permit as presented by Staff.
Suggested Findings of Fact:	1. The proposed plans conform to the City's comprehensive plan. 2. The net density of the development meets the requirements for the Low Density Residential land use category. 3. The proposed plan forms a desirable and unified development within the property boundaries. 4. The proposed lot layout protects the wetlands on-site and the shoreline of the Rum River. 5. The proposed development creates various styles of lots to increase the life-cycle housing stock within the community. 6. Planned roadways include connections to adjacent developable land as required. 7. The planned residential land uses are consistent with the existing land use to the south and the long-term planned land uses to the northeast. 8. The property exceeds the PUD minimum of one (1) acre. 9. The proposed side yard setback of 7.5 feet is consistent with the setbacks allowed in the 1st and 2nd Additions of Rivers Edge and provides more separation between buildings (15 feet) than required by

(Cont.)	Code (12 feet). 10. All other lots, blocks, setbacks, etc., are in conformance with underlying zoning requirements. 11. The proposed project will not significantly increase traffic volumes beyond that which was already anticipated with the guided and previously approved land use. 12. The plan will not create an excessive burden on parks, schools, streets, and other public facilities or utilities that are proposed to serve the development. 13. The PUD will not have an undue and adverse impact on the reasonable enjoyment of the adjoining properties. 14. The PUD will include an appropriate diversity of housing, building materials, colors, styles, etc. 15. On-site and on-street parking opportunities will meet all needs within the development. 16. The proposed uses will not be detrimental to present and future land uses in the surrounding area.
Recommended Conditions of Approval:	1. All technical changes or modifications required by the City Engineer in the Rivers Edge – Phase 2 Preliminary Plat memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer. Rearrangement of pads, if necessary to address engineering issues, may be administratively permitted provided the new pad arrangement still meets minimum Code standards for area, width, etc. 2. The applicant shall provide a landscaping plan consistent with the landscaping plans for the 1st and 2nd Additions as well as with Code Sections 10-20-4 and 10-82-7 prior to recording. 3. All easements, including the existing watermain easement, must be shown and labeled with dimensions on the preliminary plat. 4. The vacation of the drainage and utility easement over Outlot A shall be conditioned upon concurrent approval of the 3rd Addition preliminary plat. 5. Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances. 6. All connections and laterals shall be designed to minimum City standards. 7. Future driveways should be located so as to preserve existing trees as much as possible. 8. Addresses for the individual homes should be posted at each driveway entrance. 9. All public utilities and facilities such as gas, electrical, sewer, and water supply systems in the floodplain district shall be flood-proofed in accordance with the building code or elevate to above the regulatory flood protection elevation. 10. New street signs will be required at all intersections at the developer's expense. 11. No entrance monuments are authorized for this development.

(Cont.)	12. Street lights conforming to City specifications shall be installed at the locations approved by the City Engineer. 13. The applicant must identify and label the ordinary high water line and the floodplain on preliminary plans. 14. Applicant shall provide proof of ownership for the property. 15. Reference monuments shall be placed in the subdivision as required by state law. 16. All necessary permits (MPCA, NPDES, MDH, DNR appropriation, etc.) must be provided to the City before activity begins. 17. Build out of the Rivers Edge PUD shall be in accordance with all applicable conditions of the PUD Development Plan approval. 18. All necessary permits as may be applicable must be provided to the City before activity begins and/or before building permits are issued for individual lots. 19. The applicant shall be responsible for all costs associated with the final plat application. 20. All fees and financial obligations shall be received by the City prior to the releasing of the PUD amendment and preliminary plat for recording.
Grading Permit:	• As part of the preliminary plat application, the applicant is requesting authorization of pre-grading of the property prior to getting future final plat approval. This is a very common practice by developers who are looking to maximize their development timeline, and staff is generally supportive of such requests provided the subdivision is found to be in the City's best interest and meets all requirements. • Section 10-31-1 of the City Code states that "any person who proposes to move the natural surface of the earth via excavation, grading, or filling on any property in the City shall apply for an interim use permit." However, an exemption exists for "excavation, filling, or grading in reliance on and in accordance with an approved development plan or grading plan." • Therefore, grading of the site may proceed following execution of a developer's agreement with the City. • Final conditions and terms of a developer's agreement to allow for preliminary grading shall be as determined by the City Engineer. • At a minimum, the following conditions will apply: • All plan sets which affect grading shall be updated and finalized per the City Engineer prior to pre-grading being authorized; • Transport of equipment to the development site shall adhere to all applicable road restrictions; • No impacts to wetlands will be authorized until/unless the City Engineer has confirmed that all applicable approvals are in place from all agencies and jurisdictions; • A surety in the amount determined by the City Engineer (130%) is provided to ensure all work is completed as proposed; and • The applicant shall enter into an agreement with the City for the

(Cont.)	proposed grading. • Staff has prepared a grading permit including an agreement between the City and the developer and a waiver to allow grading on the site prior to all final approvals (attached).

Final Plat	
In General:	• The applicant is requesting final plat approval for 10 lots total located in the southwestern corner of the development (Block 1 Lots 1-4, Block 2 Lots 1-3, Block 3 Lots 1-3). • Four of these lots will be the large lot riparian lots proposed as the third type of housing within the Rivers Edge development. • The applicant is proposing to extend Vintage Street NW to the north and to construct 236th Lane NW to the east to provide access to these lots. • A draft developer's agreement for the 3rd Addition has been created for Council's review. All letter of credit and associated warranty issues are in order, and required park dedication fees for the 3rd Addition are specified.
Staff Recommendation:	• Staff recommends approval of the final plat and final PUD plans request, with the findings of fact and conditions listed below.
Suggested Motion:	• Approve Resolution 2019-XX approving the final plat for the 3rd Addition of Rivers Edge with the findings of fact and conditions as presented by Staff.
Suggested Findings of Fact:	1. The proposed subdivision is consistent with the City's Comprehensive Plan. The development meets the density requirements specified in the Comprehensive Plan and provides for a variety of housing options. 2. The subdivision has been designed to protect the natural features on the site and is not likely to cause substantial environmental damage. 3. The design of the subdivision and proposed improvements are not likely to cause serious public health and/or safety problems. All streets have been designed to City specifications. 4. The subdivision will not conflict with easements of record. The existing drainage and utility easement over Outlot A is hereby vacated and new drainage and utility easements are established by the approved final plat. 5. The proposed subdivision is not premature. There is existing infrastructure (roads and utilities) available for extension to the site which will adequately serve the development. 6. The proposed plans for the 3rd Addition are in substantial compliance with the approved PUD development stage plan and preliminary plat. 7. A developers agreement has been drafted by the City and

(Cont.)	negotiated with the developer to ensure completion of the development in accordance with City standards.
Recommended Conditions of Approval:	1. Build out of the Rivers Edge PUD shall be in accordance with all applicable conditions of the PUD Development Plan approval. 2. All technical changes or modifications required by the City Engineer in the Rivers Edge 3rd Addition memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer prior to recording of the final plat. 3. The applicant shall provide a final landscaping plan consistent with the landscaping plan included in the 3rd Addition PUD plans. 4. Applicant shall provide plans containing provisions to assure the continued operation and maintenance of all open space and service facilities to a pre-determined reasonable standard. 5. The applicant shall provide all necessary homeowner association documentation which shall be reviewed and approved as to form and content by the City Attorney. 6. All necessary permits as may be applicable must be provided to the City before activity begins and/or before building permits are issued for individual lots. 7. The applicant shall be responsible for all costs associated with the final plat application. 8. All fees and financial obligations shall be received by the City prior to the releasing of the final plat for recording. 9. The applicant shall record the final plat with the County Recorder within 30 days after the plat is approved. The applicant shall provide the City with a signed copy verifying County recording within forty (40) days of the date the plat of approval or the approval shall be null and void.

Rezoning	
In General:	Amendment of a PUD district includes a rezoning to depict the area in question as the "Rivers Edge PUD" on the City's official zoning map. Per section 10-75-2 of the Code, rezoning is only to be authorized under the following conditions: A. The plan is not in conflict with the Comprehensive Plan of the City. B. The plan is designed to form a desirable and unified development within its own boundaries. C. The proposed uses will not be detrimental to present and future land uses in the surrounding area. D. Any exceptions to the standard requirements of this chapter and the Subdivision Regulations Chapter are justified by the design of the development. E. The plan will not create an excessive burden on parks, schools, streets, and other public facilities or utilities that are proposed to serve the PUD.

(Cont.)	F. The PUD will not have an undue and adverse impact on the reasonable enjoyment of the adjoining properties.
Recommendation:	• The Planning Commission unanimously recommended approval of the rezoning request from R-2 to PUD.
Suggested Motion:	• Approve Ordinance 2019-XX approving the rezoning Outlot A of Rivers Edge 1st Addition from R-2 to Rivers Edge PUD.

Conditional Use Permit	
In General:	According to City Code 10-82-5B, public roads within the RRM District are considered to be special uses, and a CUP is required for their construction. Per section 10-6-3, the granting of a CUP shall be judged based upon the following factors: A. The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the Official City Comprehensive Plan. B. The proposed use is or will be compatible with the present and future land uses of the area. C. The proposed use conforms with all performance standards contained in this Ordinance. D. The proposed use can be accommodated with existing public services and will not overburden the City's service capacity. E. Traffic generation by the proposed use is within capabilities of streets serving the property. A 3/5 vote of all members of the City Council is required for the passage of a CUP.
Staff Recommendation:	• The Planning Commission unanimously recommended approval of the CUP request, with the findings of fact and conditions listed below.
Suggested Motion:	• Approve Resolution 2019-XX approving the Conditional Use Permit allowing the construction of public roads within the Rum River Management district with the findings of fact and conditions as presented by Staff.
Suggested Findings of Fact:	1. The proposed development is consistent with the City's comprehensive plan. The applicant is proposing to use this land for single-family residential development. The proposed roads provide access for each of these lots. 2. The proposed development is compatible with the present and future land uses of the area. 3. The proposed use conforms with all performance standards

(Cont.)	contained in this Ordinance. 4. The proposed streets can be accommodated with existing public services and will not overburden the City's service capacity. The new wastewater treatment facility has enough capacity to serve these lots. 5. The proposed streets will meet the needs of the traffic generated by the 3rd Addition of Rivers Edge. 6. The proposed streets meet the standards and criteria listed in MN Rules 6105.0200 for street design, construction, and maintenance in a wild and scenic district. 7. The proposed streets have been designed to City standards.
Recommended Conditions of Approval:	1. All items pertaining to public roads listed in the City Engineer's Rivers Edge – Phase 2 Preliminary Plat memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer prior to approval of the CUP. 2. Applicant shall install a 5-foot sidewalk on at least one side of every street in the 3rd Addition of Rivers Edge as approved by the City Engineer. The sidewalks shall connect to existing sidewalks in the Rum River Bluffs development. 3. Effective erosion and sedimentation control programs shall be conducted during all clearing, construction, or reconstruction operations in order to prevent the degradation of the river and its adjacent lands. 4. Construct at times when local fish and wildlife are not spawning or nesting. 5. The applicant must adhere to applicable federal and state safety regulations with regard to new road construction or reconstruction of an existing road. 6. If possible, natural vegetation of value to fish or wildlife, and which does not pose a safety hazard, shall be allowed to grow in the roadside right-of-way. 7. Where vegetation has been removed, new vegetation consisting of native grasses, herbs, shrubs, and trees should be planted and maintained on the roadside right-of-way. 8. Chemical control of vegetation is discouraged. But where such methods are justified, chemicals used and the manner of their use must be in accordance with rules, regulations, and other requirements of all state and federal agencies with authority over their use. 9. All fees and financial obligations shall be received by the City prior to the releasing of the Conditional Use Permit for recording. 10. The applicant shall record the Conditional Use Permit with the County Recorder.

Conclusion	
	The applicant is seeking approval of the following requests: 1. Development Stage PUD Amendment/Preliminary Plat 2. Preliminary Grading Permit 3. Final Plat and Final PUD Plans 4. Rezoning to Rivers Edge PUD 5. CUP for the Construction of Public Roads
Council Options:	The City Council has the following options: A) APPROVE the request with the suggested conditions and findings of fact B) DENY the request with findings of fact C) TABLE THE APPLICATION and request additional information • Staff requests that the City Council provide separate motions for each of the requests. • The review period for this application was restarted on July 16, 2019 and the 60-day review deadline for land use requests expires on September 14, 2019. This deadline may be extended with the applicant's approval if needed.

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

RIVERS EDGE PHASE 2

ST FRANCIS, MN

PROJECT DIRECTORY

DEVELOPER
LAKETOWN HOMES, LLC.
ATTN:DALE WILLEBRAND
1536 BEACHCOMBER BLVD
W.COMO, MN 55377
PH: 952.715.2878
EMAIL: DWILLEBRAND@COMCAST.NET

ENGINEER
CAMPION ENGINEERING SERVICES, INC
ATTN:MATT CAMPION
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PH: 763.479.3172
EMAIL: MCAMPION@CAMPIONENG.COM

SURVEYOR
WEDDE ASSOCIATES
ATTN:MATT HALLS
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PH: 763.479.3163
EMAIL: MHALL@WEDDE.COM

WETLAND CONSULTANT
MIDWEST NATURAL RESOURCES, INC.
ATTN:ERIK ARNDT
1033 WEST SEVENTH STREET
ST. PAUL, MN 55102
PH: 651.788.0841
EMAIL: ERIKA@MIDWESTNR.US

GOVERNING SPECIFICATIONS:

1. THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" LATEST EDITION & SUPPLEMENTS.
2. CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD UTILITIES SPECIFICATIONS. (LATEST EDITION)
3. ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCE WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.
4. CITY OF ST FRANCIS STANDARD SPECIFICATIONS & DETAILS.

INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	EXISTING CONDITIONS
3	OVERALL PRELIMINARY PLAT
4	PRELIMINARY PLAT
5	SANITARY SEWER & WATERMAIN PLAN
6	STREET & STORM SEWER PLAN
7	GRADING PLAN
8	STORM WATER POLLUTION PREVENTION PLAN
9	DETAILS
10	GRADING & SWPPP NOTES

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 21) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 921.97 (NGVD 29)

N

0 200 400
GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
* Civil Engineering * Land Planning
1800 Pioneer Creek Center,
P.O. Box 240
Maple Plain, MN 55359
Phone: 763-479-3172
Fax: 763-479-3242
E-Mail: dave@campionengineering.com

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

Martin R. Campion - Lic. # 19401 Date

RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

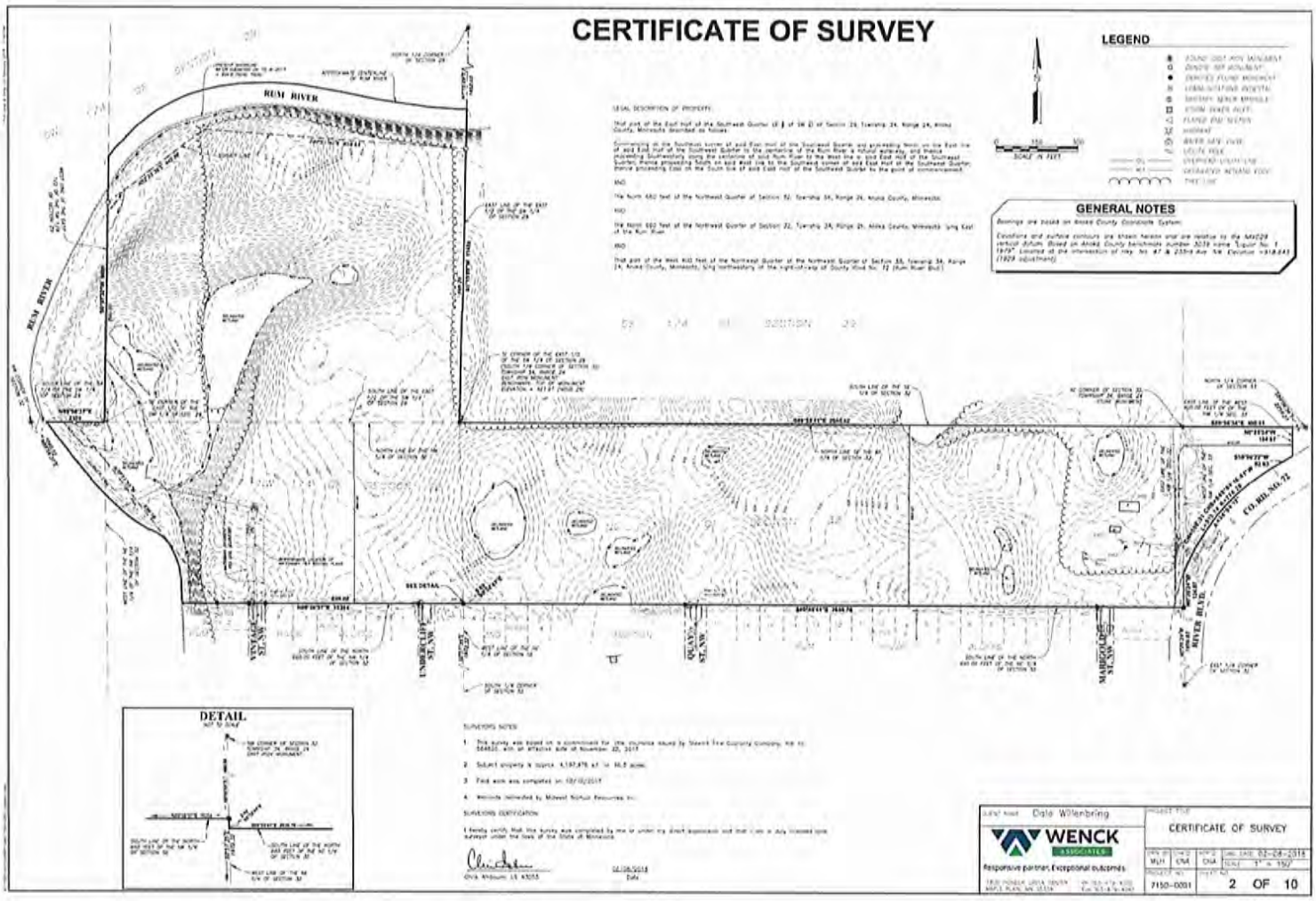
COVER SHEET

PROJECT NO: 18-030

SHEET NO. 1 OF 10 SHEETS

DATE: 07/31/2018

CERTIFICATE OF SURVEY



LEGEND

GENERAL NOTES

Bearings are based on Anoka County Coordinate System.

Elevations and surface contours are shown hereon and are relative to the NAVD88 vertical datum. Based on Anoka County benchmark number 3039 name "Equator No. 1 1929" located at the intersection of Hwy. No. 47 & 233rd Ave. NW. Elevation =918.643 (1929 adjustment).

LEGAL DESCRIPTION OF PROPERTY:

That part of the East Half of the Southwest Quarter (E ½ of SW ¼) of Section 29, Township 34, Range 24, Anoka County, Minnesota described as follows:

Commencing at the Southeast corner of said East Half of the Southwest Quarter and proceeding North on the East line of said East Half of the Southwest Quarter to the centerline of the Rum River, a natural water way, and thence meandering Southwesterly along the centerline of said Rum River to the West line of said East Half of the Southwest Quarter; thence proceeding South on said West line to the Southwest corner of said East Half of the Southwest Quarter; thence proceeding East on the South line of said East Half of the Southwest Quarter to the point of commencement.

AND

The North 660 feet of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota

AND

The West 660 feet of the Northwest Quarter of Section 32, Township 34, Range 24, Anoka County, Minnesota, lying East of the Rum River

AND

That part of the West 660 feet of the Northwest Quarter of the Northwest Quarter of Section 33, Township 34, Range 24, Anoka County, Minnesota, lying Northeasterly of the right-of-way of County Road No. 72 (Rum River Blvd.)

DETAIL

SURVEYORS NOTES

1. This survey was based on a commitment for title insurance issued by Stewart Title Guaranty Company, File no. 564832, with an effective date of November 22, 2017.
2. Subject property is approx. 4,197,879 sf +/- 96.3 acres.
3. Field work was completed on 12/12/2017.
4. Wetlands delineated by Midwest Natural Resources Inc.

SURVEYORS CERTIFICATION

I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Chris Anderson, LS #25015 — 02/08/2018 Date

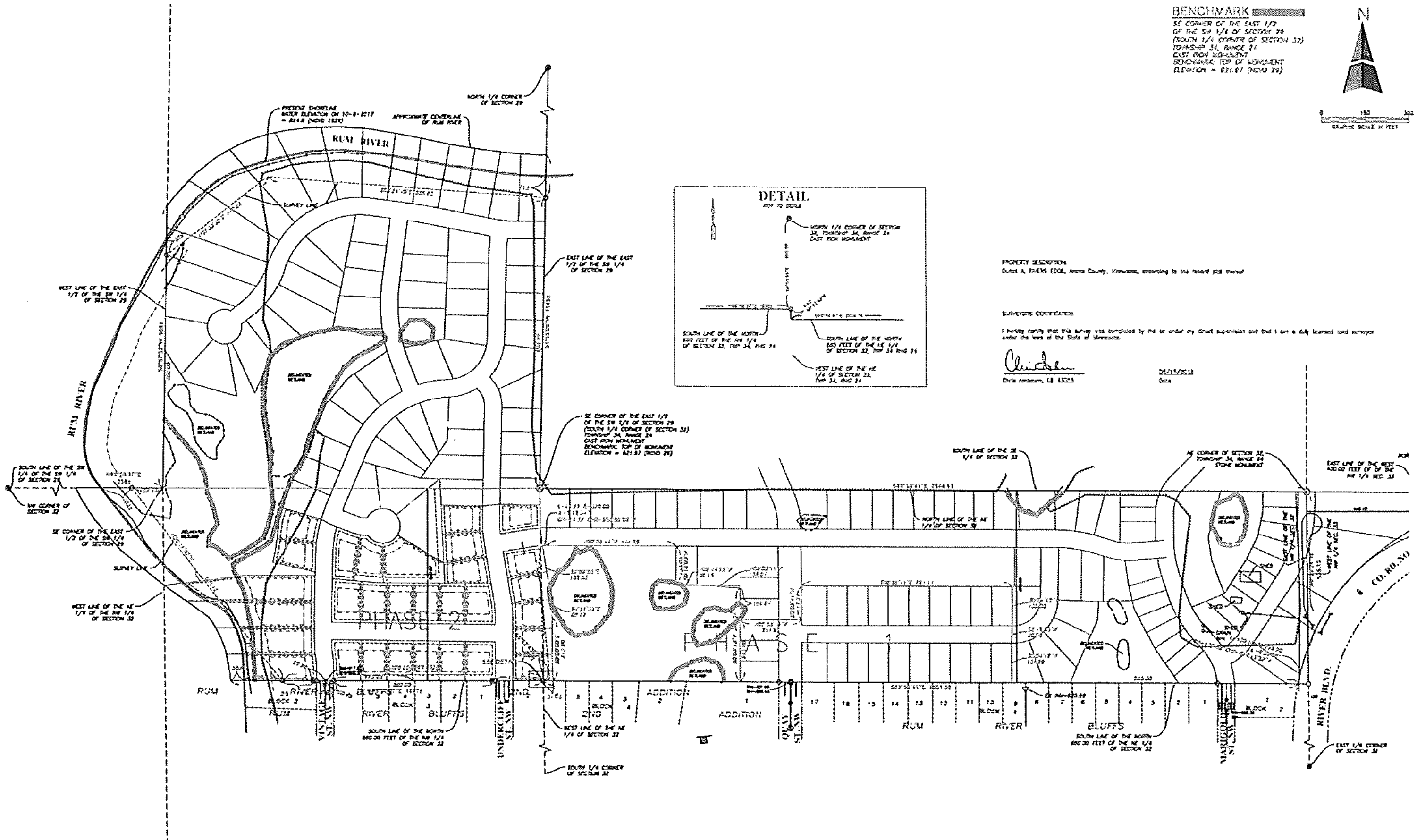
Land Owner: Dale Wilenbring

WENCK ASSOCIATES
Responsive partner. Exceptional outcomes.

PROJECT TITLE: CERTIFICATE OF SURVEY

DRN BY	CHKD	APP'D	ORIG. DATE: 02-28-2018
MJH	CNA	CNA	SCALE: 1" = 150'

PROJECT NO.: 7150-0091



BENCHMARK
SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK: TOP OF MONUMENT ELEVATION = 821.87 (NGVD 29)

PROPERTY DESCRIPTION
Outlot A, RIVERS EDGE, Anoka County, Minnesota, according to the record plat thereof

SURVEYORS CERTIFICATION
I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Chris Ambourn, LS 43025   06/15/2018
Date

NO.	DATE	BY	DESCRIPTION
REVISIONS			

CAMPION ENGINEERING SERVICES, INC.
Civil Engineering & Land Planning
1800 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone: 763-479-5172
Fax: 763-479-4242
E-mail: [illegible]

I hereby certify that this plan, specification or report has been prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Aaron P. Campion - Lic. # [illegible] Date

RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

OVERALL PRELIMINARY PLAT
PROJECT NO. job no.
SHEET NO. 3 OF 10 SHEETS
DATE: 06/15/2018

PRELIMINARY PLAT AREA	30.2 AC
ZONING	
EXISTING ZONING	
RUM RIVER SCENIC	
PROPOSED ZONING	
RUM RIVER SCENIC	

LOT DATA

	LOT REQUIREMENTS	RUM RIVER SCENIC		
	R1 DISTRICT	R1 URBAN	R1 RURAL URBAN	
AREA	10,500	21,000	12,150	
WIDTH	80	90	90	
AVERAGE SETBACK FROM RIVER		99		
SETBACKS				
FRONT	30	35	35	
STREET SIDE	20			
SIDE	10 HOUSE, 5 GARAGE	7.5*	7.5*	
REAR	30			
WETLAND	30			
RIVER BLUFF		75		

* PROPOSED SETBACKS

TOTAL UPLAND AREA 18.3 AC

WETLAND BUFFER REQUIREMENTS

WETLAND CLASSIFICATION	MINIMUM BUFFER WIDTH (FT)
HIGH PRIORITY	75
MODERATE PRIORITY	30
LOW PRIORITY	15
USE WETLAND	15

WETLAND	AREA (SF)	AREA ACRE	MINIMUM MGMT CLASSIFICATION	CITY MGMT CLASSIFICATION	BUFFER WIDTH (FT)
N	89,958	0.92	MANAGE 2	LOW PRIORITY	15
K	358,253	9.14	MANAGE 2	LOW PRIORITY	15
TOTAL	438,221	10.06			

TOTAL WETLAND IMPACTS PHASE 2 0.00 AC
REQUIRED MITIGATION 0.00 AC
PROPOSED MITIGATION 0.00 AC

LOT COUNT

BLOCK	SINGLE FAMILY	SINGLE FAMILY (FUTURE)
1	5	
2	1	1
3	12	4
4	6	
5	4	
6	2	1
7		
8		
TOTAL	30	6

OUTLOT A	2.37 AC	(FUTURE LOTS)
OUTLOT B	6.39 AC	(WETLAND & PARK)

NET PRELIMINARY PLAT AREA 11.53 AC

GROSS DENSITY (PRELIM PLAT AREA) 1.78 UNITS/AC (36 LOTS - 30 + 6 FUTURE)
NET DENSITY (PRELIM PLAT AREA) 2.32 UNITS/AC (30 LOTS / 11.53)

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 28 (SOUTH 1/4 CORNER OF SECTION 33) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 921.97 (NGVD 29)

PROPERTY DESCRIPTION
Outlot A, RIVERS EDGE, Anoka County, Minnesota, according to the recorded plat thereof.

SURVEYORS CERTIFICATION

I hereby certify that this survey was completed by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

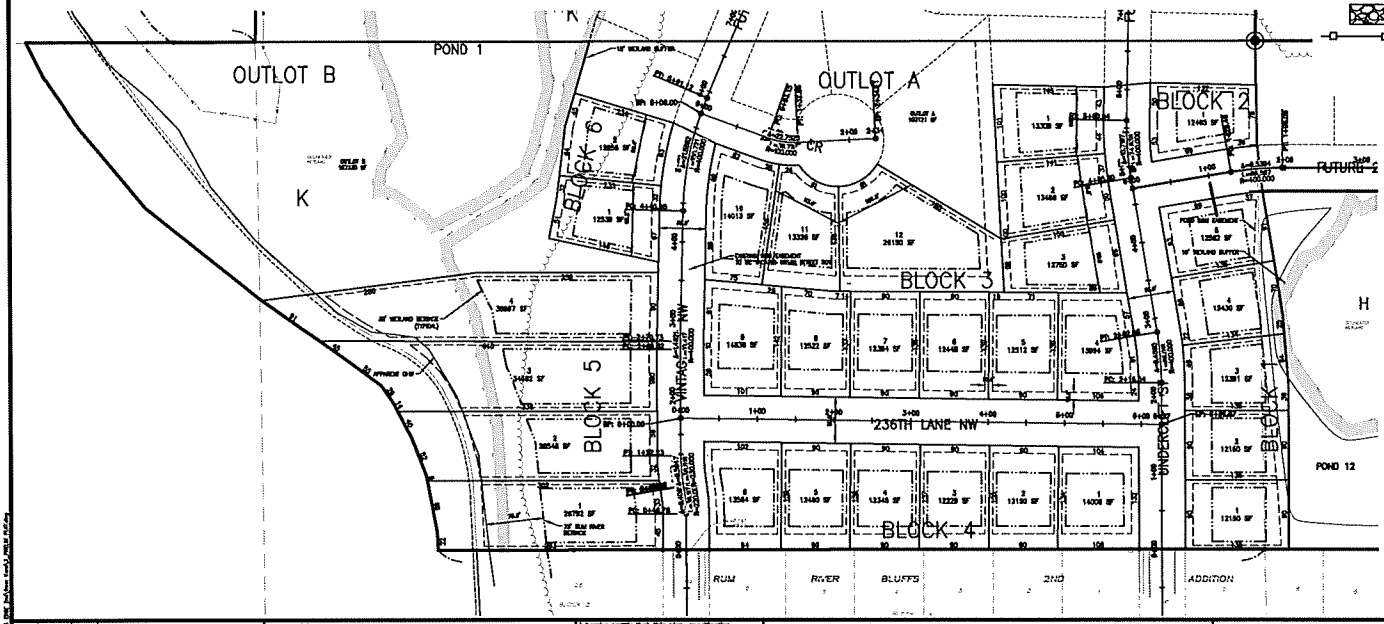
Chris Anderson, LS 43230 — 08/14/2018 Date

N

GRAPHIC SCALE IN FEET

LEGEND

- PROPERTY LINE
- 880 EXISTING CONTOURS
- 900 PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE



CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
MCO Plaza at Creek Center
P.O. Box 246
Elk River, MN 55330
Phone: 763-478-8472
Fax: 763-478-4343
E-Mail: mike@campionengineering.com

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

Mark P. Campion - Lic. # 19801 Date

NO. DATE BY DESCRIPTION
REVISIONS

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

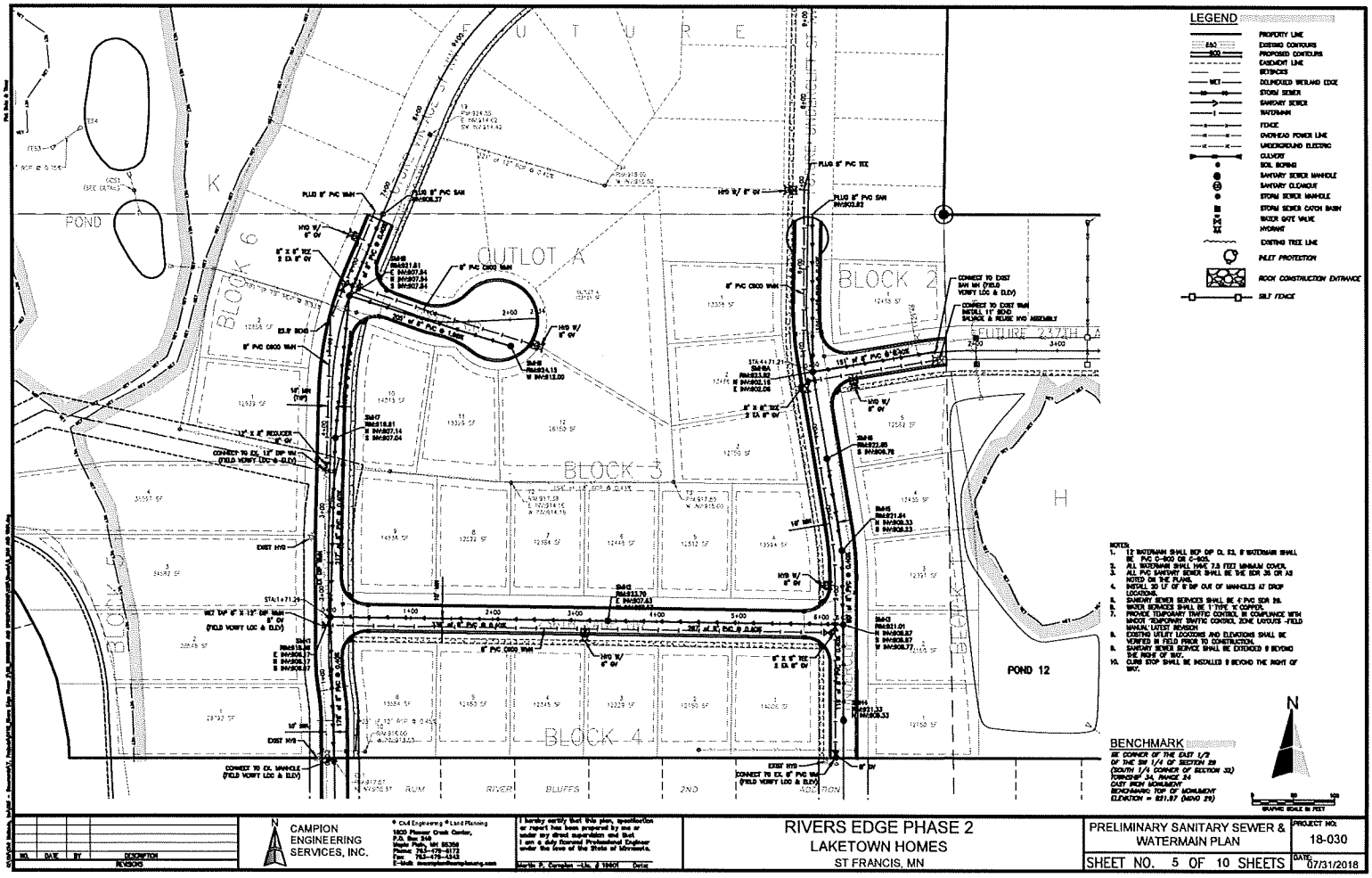
ST FRANCIS, MN

PRELIMINARY PLAT

SHEET NO. 4 OF 10 SHEETS

PROJECT NO: job no.

DATE: 07/31/2018



NO.	DATE	BY	DESCRIPTION
			REVISIONS

CAMPION ENGINEERING SERVICES, INC.
Civil Engineering • Land Planning
1600 Pioneer Creek Center,
P.O. Box 348
Maple Plain, MN 55359
Phone: 763-479-3172
Fax: 763-479-3345
E-Mail: mmeyer@campion-eng.com

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Martin P. Campion - Lic. # 19401 Date

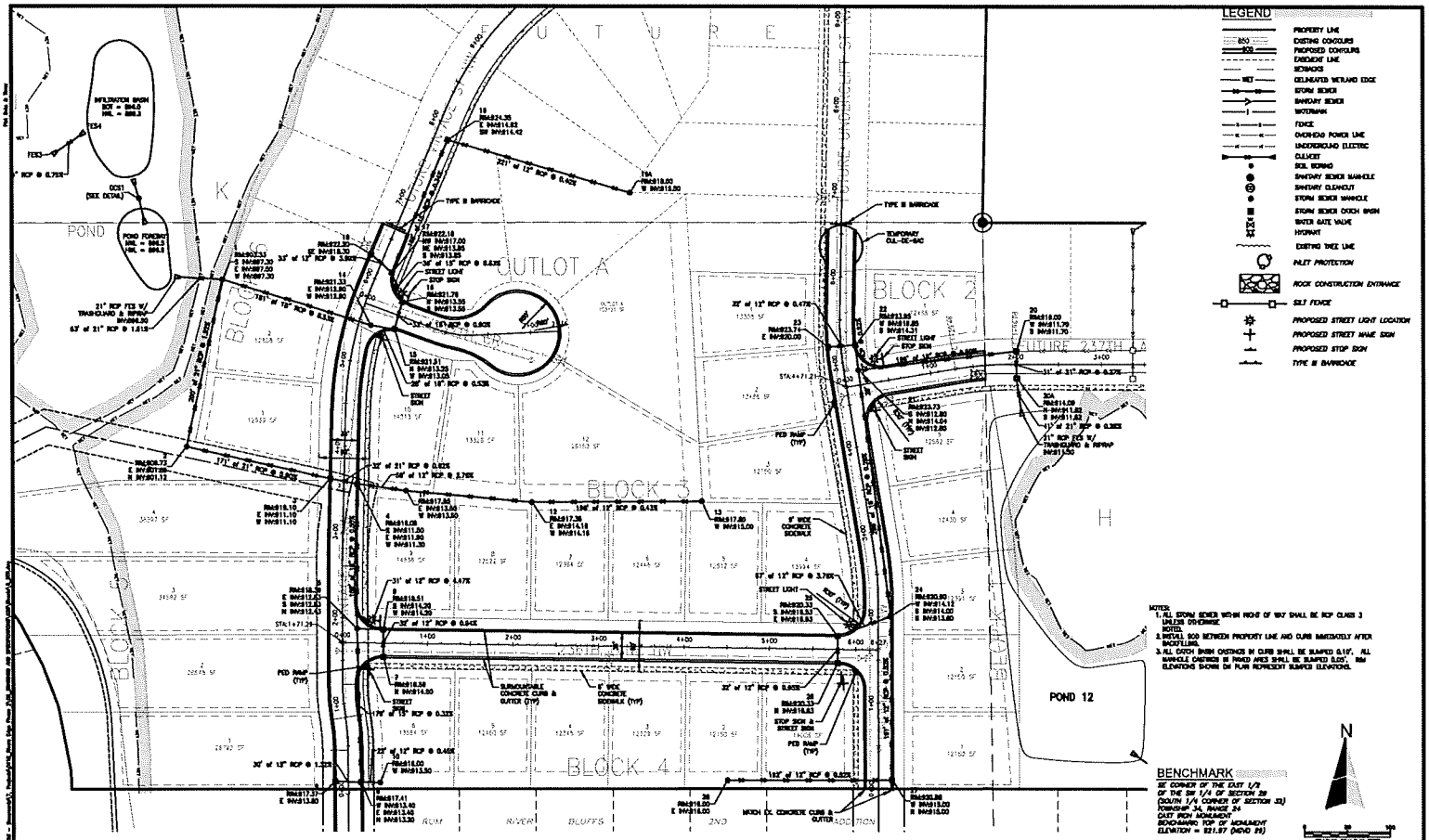
RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

PRELIMINARY SANITARY SEWER & WATERMAIN PLAN

SHEET NO. 5 OF 10 SHEETS

PROJECT NO: 18-030

DATE: 07/31/2018



NO.	DATE	BY	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.

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Martin P. Campion - Lic. # 19401 Date:

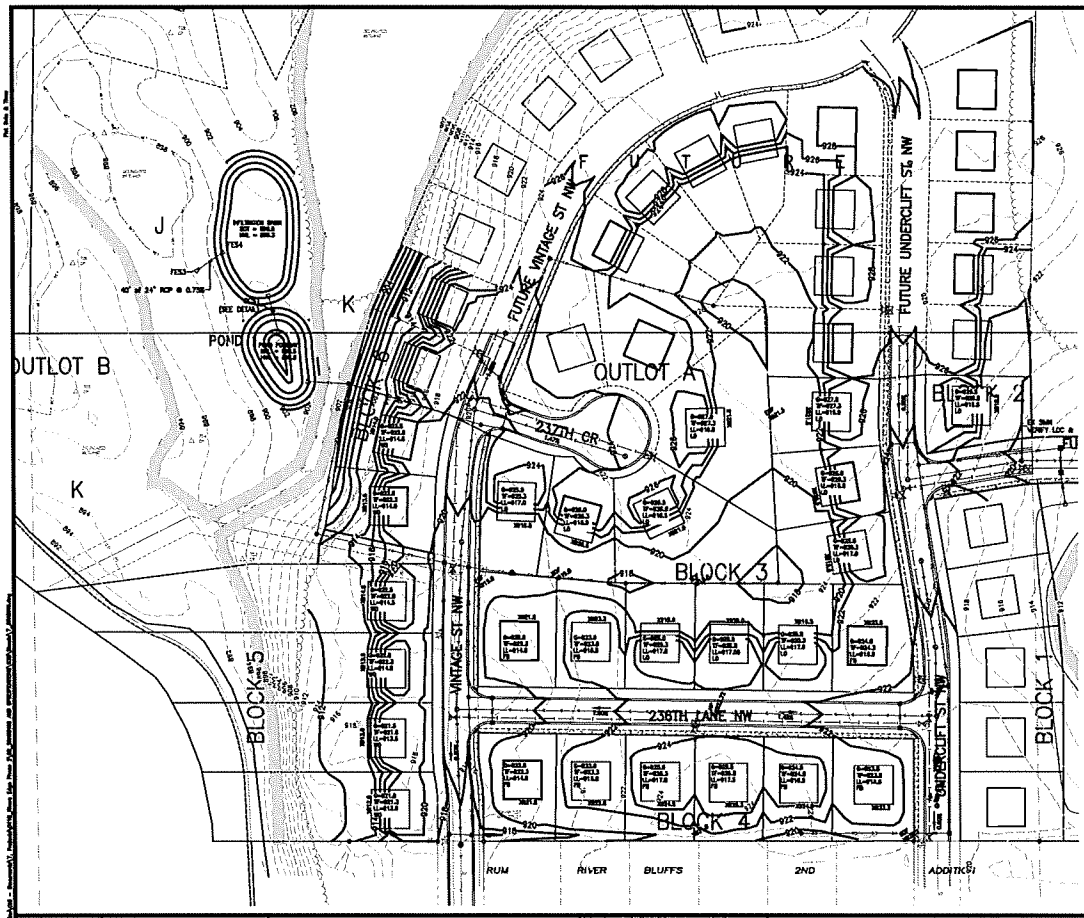
RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

PRELIMINARY STREET & STORM SEWER PLAN

PROJECT NO: 18-030

SHEET NO. 6 OF 10 SHEETS

DATE: 07/31/2018



LEGEND

FB	FULL BASEMENT
WO	WALKOUT
LO	LOOKOUT
X 822.3	PROPOSED SPOT ELEVATION
	DRAINAGE ARROW
1	LOT NUMBER
	HOUSEPAD
RDL	HOUSE TYPE

TYPICAL LOT & HOUSE PAD

LEGEND

	PROPERTY LINE
853	EXISTING CONTOURS
853	PROPOSED CONTOURS
	EASEMENT LINE
	SETBACKS
WET	DELINEATED WETLAND EDGE
	STORM SEWER
	SANITARY SEWER
	WATERMAIN
	FENCE
	OVERHEAD POWER LINE
	UNDERGROUND ELECTRIC
	CULVERT
	SOIL BORING
	SANITARY SEWER MANHOLE
	SANITARY CLEANOUT
	STORM SEWER MANHOLE
	STORM SEWER CATCH BASIN
	WATER GATE VALVE
	HYDRANT
	EXISTING TREE LINE
	INLET PROTECTION
	ROCK CONSTRUCTION ENTRANCE
	SILT FENCE

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 821.37 (NAVD 29)

SEE SHEET 10 FOR GRADING NOTES

N

GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION REVISION

CAMPION ENGINEERING SERVICES, INC.

* Civil Engineering * Land Planning
1600 Pioneer Creek Center,
P.O. Box 348
Maple Plain, MN 55359
Phone 763-479-0176
Fax 763-479-1242
e-Mail: mcampion@campioneng.com

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Martin P. Campion - Lic. # 19601 Date

RIVERS EDGE PHASE 2

LAKETOWN HOMES

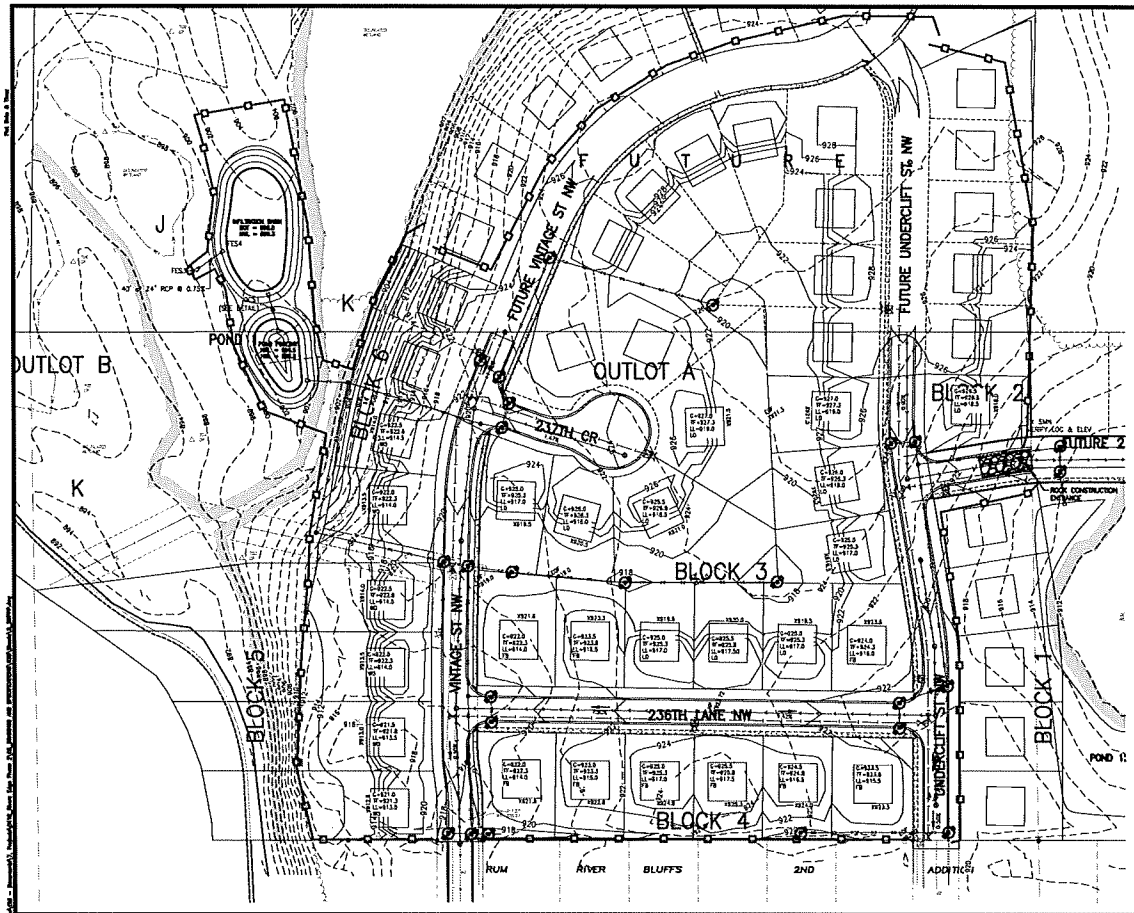
ST FRANCIS, MN

PRELIMINARY GRADING PLAN

PROJECT NO: 18-030

SHEET NO. 7 OF 10 SHEETS

DATE: 07/31/2018



OWNER/DEVELOPER:
LAKETOWN HOMES, LLC.
ATTN:DALE WILLENBRING
1538 BEACHCOMBER BLVD
WACONIA, MN 55387
PH: 952.715.2926
EMAIL: DWILLENBRINGHOME@GMAIL.COM

SWPPP DESIGNER
CAMPION ENGINEERING SERVICES, INC.
MARTY CAMPION
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PH: 763.479.3172
EMAIL: MCAMPION@CAMPIONENG.COM

EROSION CONTROL INSTALLER
NAME:
CONTACT:
ADDRESS:
PHONE:

CONTRACTOR
NAME:
CONTACT:
ADDRESS:
PHONE:

EROSION CONTROL QUANTITIES:

SITE RESTORATION = 14+/-AC
SILT FENCE = 14,500 LF
INLET PROTECTION = 44 EA
ROCK CONSTRUCTION ENTRANCE = 1 EA

LEGEND

- PROPERTY LINE
- EXISTING CONTOURS
- PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CLEARCUT
- SOIL BORINGS
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

BENCHMARK
SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 33) TOWNSHIP 34, RANGE 24
CAST IRON MONUMOD
BENCHMARK TOP OF MONUMENT
ELEVATION = 821.97 (NGVD 29)

SEE SHEET 10 FOR SWPPP NOTES

GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
• Civil Engineering • Land Planning
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Martin R. Campion - Lic. # 19401 Date

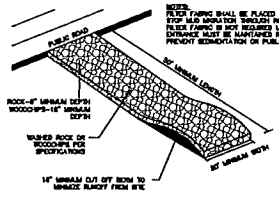
RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

PRELIMINARY STORMWATER POLLUTION PREVENTION PLAN

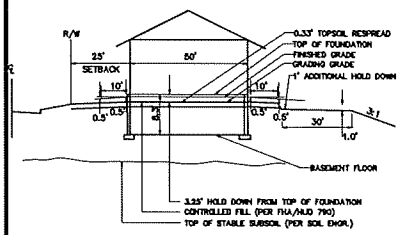
PROJECT NO: 18-030

SHEET NO. 8 OF 10 SHEETS

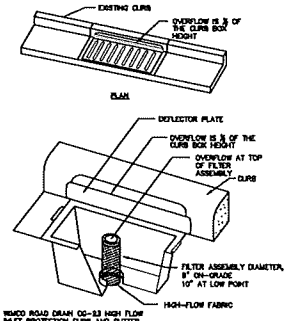
DATE: 07/31/2018



ROCK CONSTRUCTION ENTRANCE

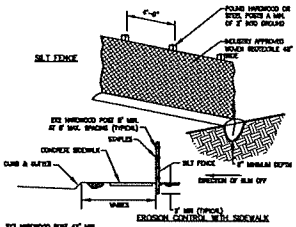


TYPICAL RAMBLER/FULL BASEMENT (FB)

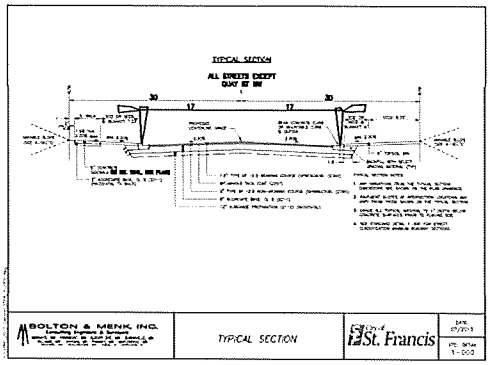


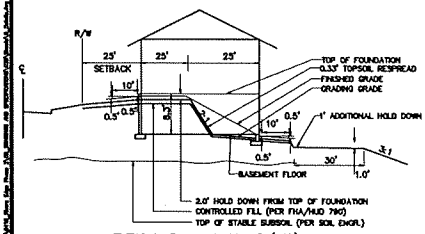
NEENAH ROAD DRAIN CG-83 HIGH FLOW INLET PROTECTION CURB AND GUTTER MODEL OR CITY APPROVED EQUAL.

INLET PROTECTION

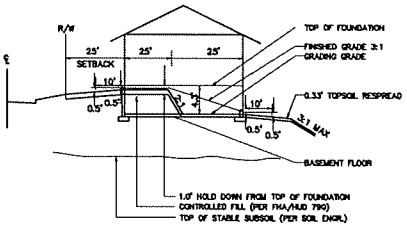


PREFABRICATED SILT FENCE

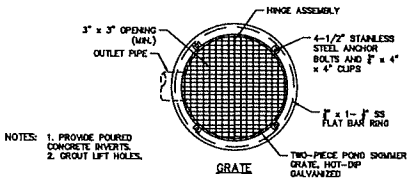




TYPICAL FULL WALKOUT (WO)

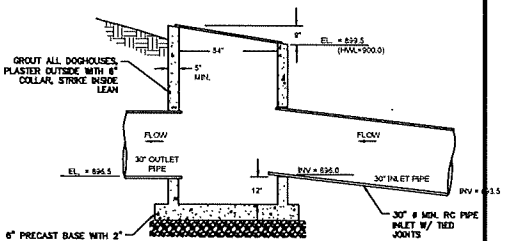


SILT ENTRY WALKOUT (SEWO)



NOTES: 1. PROVIDE POURED CONCRETE INVERTS.
2. GROUT LIFT HOLES.

GRATE



OUTLET CONTROL STRUCTURE

NOTE: STRUCTURE REQUIRES TWO (2) PIECE GRATE.

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.

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

Martin P. Campion - Lic. # 19401 Date:

RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

DETAILS

PROJECT NO: 18-030

SHEET NO. 9 OF 10 SHEETS

DATE: 07/31/2018

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

GRADING NOTES

1. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES.
2. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
3. THE CONTRACTOR MUST CONTACT ALL APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF EXISTING UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL (1-800-252-1166).
4. THE CONTRACTOR SHALL MARK THE LOCATIONS OF EXISTING GATE VALVES AND MANHOLES WITH STEEL FENCE POSTS PRIOR TO BEGINNING GRADING.
5. SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
7. THE CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS. ACTIVITIES PROHIBITED OUTSIDE THE CONSTRUCTION BOUNDARIES INCLUDE, BUT ARE NOT LIMITED TO: STOCKPILING SOILS AND OTHER MATERIAL, STORING EQUIPMENT OR OTHER MACHINERY, DRIVING VEHICLES, LEAKING OR SPILLING OF ANY "WASHOUT" OR OTHER TOXIC MATERIALS.
8. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTS AND INSPECTIONS WITH THE SOILS ENGINEER.
9. PRIOR TO PLACEMENT OF ANY STRUCTURE OR PAVEMENT, A TEST ROLL WILL BE REQUIRED ON THE SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE REQUIREMENTS OF THE SOILS ENGINEER AND AS SPECIFIED.
10. THE EXISTING TOPSOIL ON THIS SITE VARIES IN DEPTH. IT IS THE CONTRACTOR'S RESPONSIBILITY THAT ALL SURFACE VEGETATION AND ANY TOPSOIL OR OTHER LOOSE, SOFT OR OTHERWISE UNSUITABLE MATERIAL BE REMOVED FROM THE STREET, AND BUILDING PAD AREAS PRIOR TO PLACEMENT OF ANY EMBANKMENT IN ACCORDANCE WITH THE SOILS REPORT AND RECOMMENDATION OF THE SOILS ENGINEER.
11. EMBANKMENT MATERIAL NOT PLACED IN THE STREET OR BUILDING PAD AREAS SHALL BE COMPACTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE QUALITY COMPACTION METHOD AS OUTLINED IN MN/DOT 2105.3F2 OR AS DIRECTED BY THE SOILS ENGINEER.
12. EXCAVATION FOR THE PURPOSE OF REMOVING UNSTABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE SOILS ENGINEER. EMBANKMENT MATERIAL PLACED IN THE STREET SHALL BE COMPACTED IN ACCORDANCE WITH THE SPECIFIED DENSITY METHOD AS OUTLINED IN MN/DOT 2105.3F1. EMBANKMENT MATERIAL PLACED IN THE BUILDING PAD AREA SHALL BE COMPACTED IN ACCORDANCE WITH THE SOILS REPORT.
13. TOLERANCES:
    a. THE STREET SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
    b. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED BY THE ENGINEER.
    c. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS ½ INCH OF THE SPECIFIED THICKNESS.
14. ALL DISTURBED UNSURFACED AREAS ARE TO IMMEDIATELY RECEIVE FOUR INCHES OF TOPSOIL, SEED AND MULCH AND BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
15. SPOT ELEVATIONS SHOWN INDICATE FINISHED GRADE ELEVATION UNLESS OTHERWISE NOTED.
16. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.

CAUTION NOTES:

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE.

THE CONTRACTOR MUST CONTACT ALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL AT 800-252-1166 OR 651-454-0002.

EROSION/SILTATION CONTROL

1. ALL EROSION CONTROL AND SILTATION CONTROL WILL COMPLY WITH MINNESOTA'S BEST MANAGEMENT PRACTICES MANUAL AND REGULATIONS OF THE CITY.
2. THE CONTRACTOR SHALL BE FAMILIAR WITH AND FOLLOW ALL REQUIREMENTS OF THE MPCA NPDES PHASE II PERMIT FOR CONSTRUCTION ACTIVITIES INCLUDING BUT NOT LIMITED TO: WEEKLY EROSION CONTROL INSPECTIONS, INSPECTION AFTER 0.5" RAINFALL OR MORE AND DOCUMENTATION OF ALL CORRECTIVE MEASURES. BY BEGINNING CONSTRUCTION, THE CONTRACTOR ACKNOWLEDGES THE TERMS OF THIS PERMIT AND AGREES TO ABIDE BY THEM.
3. THE CONTRACTOR SHALL PERFORM ANY CORRECTIVE MEASURES ORDERED BY THE CITY OR THE MPCA WITHIN 24 HOURS OF NOTIFICATION. ALSO, ADDITIONAL EROSION CONTROL MEASURES DEEMED NECESSARY BY EITHER THE CITY OR THE MPCA SHALL BE INSTALLED WITHIN 24 HOURS OF NOTIFICATION.
4. ANY DEPOSITING OF SILT OR MUD ON NEW OR EXISTING PAVEMENT, IN TEMPORARY SEDIMENTATION BASINS, OR IN EXISTING STORM SEWERS OR SWALE'S SHALL BE REMOVED AFTER EACH RAIN AND AFFECTED AREAS CLEANED. REMOVAL FROM EXISTING PAVEMENTS SHALL BE ACCOMPLISHED BY SWEEPING.
5. THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION INCLUDING BUT NOT LIMITED TO ROCK ENTRANCES AND/OR SILT FENCES. CONTROL SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE OWNER. THE CONTRACTOR'S RESPONSIBILITY INCLUDES ALL DESIGN AND IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE OWNER MAY, AT HIS/HER OPTION DIRECT THE CONTRACTOR IN HIS/HER METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS.
6. ANY DEPOSITING OF SILT IN SWALES OR EXISTING STORM SEWER SHALL BE REMOVED AFTER EACH RAIN AND AFFECTED AREAS CLEANED TO THE SATISFACTION OF THE OWNER, ALL AT THE EXPENSE OF THE CONTRACTOR. THE SILT FENCES SHALL BE REMOVED AND THE SILT REMOVED FROM THE PONDING AREAS BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLIANCE WITH AND THE MONITORING REQUIREMENTS OF THE MPCA PERMIT.
8. ALL DISTURBED AREAS, EXCEPT ROADWAYS, BUILDING AREAS, AND SIDEWALK, SHALL BE RESTORED WITH A MINIMUM 4 INCHES TOPSOIL, SEEDED AND MULCHED (TYPE I). SEEDING SHALL BE IN ACCORDANCE WITH MNDOT SPECIFICATION 2575, SEED MIX 22-111 @ 40 LBS/ACRE (OR APPROVED EQUAL). THE FILTRATION BASIN SHALL BE SEEDED WITH SEED MIX 36-341. DORMANT SEEDING AREAS SHALL BE SEEDED AND MULCHED IN ACCORDANCE WITH MNDOT SPECIFICATIONS, STRAW MULCHING QUANTITY SHALL BE TWO TONS PER ACRE, FERTILIZER (10-10-30) SHALL BE APPLIED AT A RATE OF 300 POUNDS PER ACRE (CAN BE OMITTED IN LANDSCAPED AREAS IF LANDSCAPED SEEDING IS DONE CONCURRENTLY). MNDOT SEED MIX 21-113 APPLIED AT A RATE OF 110 LBS/ACRE SHALL BE USED FOR TEMPORARY SEEDING IF NEEDED.
9. CONSTRUCTION SHALL PROCEED IN THE FOLLOWING SEQUENCE:
    a. CONTRACTOR SHALL SCHEDULE A PRE-CONSTRUCTION MEETING WITH THE CITY.
    b. INSTALL EROSION CONTROL MEASURES AND ROCK CONSTRUCTION ENTRANCE.
    c. CONTACT CITY FOR APPROVAL OF EROSION CONTROL INSTALLATION.
    d. MAINTAIN EROSION MEASURE, I.E. SILT FENCE, ROCK CONSTRUCTION ENTRANCE.
    e. MAINTAIN ALL SEDIMENTATION PONDS. COMPLETE SITE GRADING TOLERANCES.
    f. INSTALL SEED AND MULCH ON AREAS THAT ARE NOT TO BE HARD SURFACES.
10. SLOPE PROTECTION AND EROSION CONTROL SHALL BE DONE IN ACCORDANCE WITH SECTION 02370 SLOPE PROTECTION, EROSION CONTROL AND STORM WATER POLLUTION PREVENTION PLAN OF THE PROJECT MANUAL.
11. ALL STORM SEWER INLETS AND FLARED END SECTIONS SHALL BE ADEQUATELY PROTECTED BEFORE AND AFTER PAVEMENT CONSTRUCTION UNTIL ALL DISTURBED AREAS ARE STABILIZED. CONTRACTOR SHALL PLACE MIRAFI FABRIC AND GRAVEL OVER ALL CATCH BASIN GRATE INLETS UNTIL PAVING SURFACES ARE PAVED AND THE LANDSCAPING IS COMPLETED.
12. STOCKPILE AREAS WHICH REMAIN ON THE SITE FOR MORE THAN SEVEN DAYS SHALL BE SEEDED, MULCHED, AND SURROUNDED BY SILT FENCE.
13. BIO LOGS SHALL BE INSTALLED AT PIPE INLETS AND OUTLETS UNTIL RIPRAP IS INSTALLED. PERMANENT ENERGY DISSIPATERS SHALL BE INSTALLED WITHIN 24 HOURS OF CONNECTION TO A SURFACE WATER.
14. EROSION AND SEDIMENT CONTROL PRACTICES MUST REMAIN IN PLACE UNTIL THE SITE SOILS HAVE BEEN PERMANENTLY STABILIZED AND SHALL BE REMOVED WITHIN 30 DAYS THEREAFTER.
15. ALL STOCKPILES OF SOIL OR OTHER MATERIALS SUBJECT TO EROSION BY WIND OR WATER SHALL BE COVERED, VEGETATED, ENCLOSED, FENCED ON THE DOWN GRADIENT SIDE OR OTHERWISE EFFECTIVELY PROTECTED FROM EROSION IN ACCORDANCE WITH THE AMOUNT OF TIME THE MATERIAL WILL BE ON SITE AND THE MANNER OF ITS PROPOSED USE.
16. LOCATION OF CONCRETE WASHOUT AND HAZARDOUS MATERIALS STORAGE SHALL BE DETERMINED PRIOR TO START OF CONSTRUCTION. THE SWPPP WILL BE UPDATED AND LOCATIONS ADDED AT THAT TIME.
17. TEMPORARY OR PERMANENT STABILIZATION SHALL BE INITIATED IMMEDIATELY TO LIMIT SOIL EROSION AND SHALL BE COMPLETED NOT LATER THAN SEVEN DAYS AFTER THE CONSTRUCTION ACTIVITY IN THAT PORTION OF THE SITE HAS TEMPORARILY OR PERMANENTLY CEASED. INITIATED IMMEDIATELY MEANS TAKING AN ACTION TO COMMENCE STABILIZATION AS SOON AS PRACTICABLE, BUT NO LATER THAN THE END OF THE WORK DAY, FOLLOWING THE DAY WHEN THE EARTH-DISTURBING ACTIVITIES HAVE TEMPORARILY OR PERMANENTLY CEASED. INITIATED STABILIZATION IS DEFINED AS COMPLETING ONE (OR MORE) OF THE FOLLOWING: SOIL PREPARATION FOR VEGETATION, MULCHING (OR OTHER NON-VEGETATIVE BMP), SEEDING/PLANTING, OR SCHEDULING STABILIZATION MEASURES TO BE FULLY INSTALLED AND COMPLETED WITHIN THE 7 DAY TIMEFRAME.
18. THE CONTRACTOR SHALL PROVIDE AND INSTALL A SWPPP MAILBOX (INCIDENTAL).

EROSION CONTROL BLANKET REQUIREMENTS

1. TEMPORARY EROSION BLANKET SHALL BE BIODEGRADABLE DOUBLE-NET STRAW (NORTH AMERICAN GREEN S150 OR APPROVED EQUAL) AND EROSION MATS SHALL HAVE A MINIMUM FUNCTIONAL LONGEVITY OF 10 MONTHS.
2. EROSION BLANKET PLACED ON SLOPES 3:1 OR GREATER SHALL BE ROLLED DOWN SLOPE AND WITH 4" MINIMUM LAP AND STAPLED AT 1' O.C.
3. CONSTRUCT A 6"X12" ANCHOR TRENCH 3' BEYOND CREST AND TOE OF SLOPE. STAPLE EROSION BLANKET IN TRENCH AT 1' O.C.

NO.	DATE	DESCRIPTION
		REVISIONS

CAMPION ENGINEERING SERVICES, INC.
• Civil Engineering • Land Planning
1800 Pioneer Creek Center, P.O. Box 246
Maple Plain, MN 55359
Phone: 763-479-4172
Fax: 763-479-4242
E-Mail: mcampion@campionengineering.com

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

Martin P. Campion - Lic. # 19901 Date:

RIVERS EDGE PHASE 2
LAKETOWN HOMES
ST FRANCIS, MN

GRADING & SWPPP NOTES

PROJECT NO: 18-030

SHEET NO. 10 OF 10 SHEETS

DATE: 07/31/2018

RIVERS EDGE 2ND ADDITION

City of St. Francis
County of Anoka
Sec. 29 & 32, Twp. 34, Rng. 24

KNOW ALL PERSONS BY THESE PRESENTS: That Patricia S. Murzyn and Michael S. Murzyn, wife and husband, and David J. Sivek and Lisa M. Sivek husband and wife, fee owners, and St. Francis Land Development, LLC, a Minnesota limited liability company, contract purchaser of the following described property:

Outlot A, RIVERS EDGE, Anoka County, Minnesota, according to the recorded plat thereof.

Have caused the same to be surveyed and platted as RIVERS EDGE 2ND ADDITION and do hereby dedicate to the public for public use the public ways and the drainage and utility easements as created by this plat.

In witness whereof said St. Francis Land Development, LLC, a Minnesota limited liability company, has caused these presents to be signed by its proper

officer this _____ day of _____, 20____.

_____

_____
President

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by

_____, President of St. Francis Land Development, LLC, a Minnesota limited liability company.

_____ _____
(Signature) (Name Printed)

Notary Public: _____ County _____

My Commission Expires_____

In witness whereof said Patricia S. Murzyn and Michael S. Murzyn, wife and husband, have hereunto set their hands this _____ day of _____, 20____.

_____ _____
Patricia S. Murzyn Michael S. Murzyn

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by Patricia S. Murzyn and Michael S. Murzyn, wife and husband.

_____ _____
(Signature) (Name Printed)

Notary Public: _____ County: _____

My Commission Expires_____

In witness whereof said David J. Sivek and Lisa M. Sivek, husband and wife, have hereunto set their hands this _____ day of _____, 20____.

_____ _____
David J. Sivek Lisa M. Sivek

STATE OF _____
COUNTY OF _____

This instrument was acknowledged before me on _____ by David J. Sivek and Lisa M. Sivek, husband and wife.

_____ _____
(Signature) (Name Printed)

Notary Public: _____ County _____

My Commission Expires_____

SURVEYOR'S CERTIFICATION

I Chris Ambourn do hereby certify that this plat was prepared by me or under my direct supervision, that I am a duly Licensed Land Surveyor in the State of Minnesota, that this plat is a correct representation of the boundary survey, that all mathematical data and labels are correctly designated on this plat, that all monuments depicted on this plat have been or will be correctly set within one year, that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3, as of the date of this certificate are shown and labeled on this plat, and all public ways are shown and labeled on this plat.

Dated this _____ day of _____, 20_____.

_____
Chris Ambourn, Licensed Land Surveyor
Minnesota License No. 49035

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on this _____ day of _____, 20_____, by Chris Ambourn.

_____ _____
(Signature) (Name Printed)

Notary Public: _____ County, MINNESOTA

My Commission Expires_____

CITY COUNCIL, CITY OF ST. FRANCIS, MINNESOTA

This plat of RIVERS EDGE 2ND ADDITION was approved and accepted by the City Council of the City of St. Francis, Minnesota at a regular meeting thereof held this _____ day of _____, 20_____ and said plat is in compliance with the provisions of Minnesota Statutes Section 505.03, Subd. 2.

City Council, City of St. Francis, Minnesota

By _____ By _____
Mayor Clerk

COUNTY SURVEYOR

I hereby certify that in accordance with Minnesota Statutes Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20_____.

By _____
Charles F. Olsen
Anoka County Surveyor

COUNTY AUDITOR/TREASURER

Pursuant to Minnesota Statutes Section 505.021, Subd. 9, taxes payable in the year 20____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this _____ day of _____, 20_____.

_____
Property Tax Administrator

By _____ Deputy

COUNTY RECORDER/REGISTRAR OF TITLES
County of Anoka, State of Minnesota

I hereby certify that this plat of RIVERS EDGE 2ND ADDITION was filed in the office of the County Recorder/Registrar of Titles for public record on this _____ day of _____, 20_____ at _____ o'clock ___ M. and was duly recorded as Document Number _____.

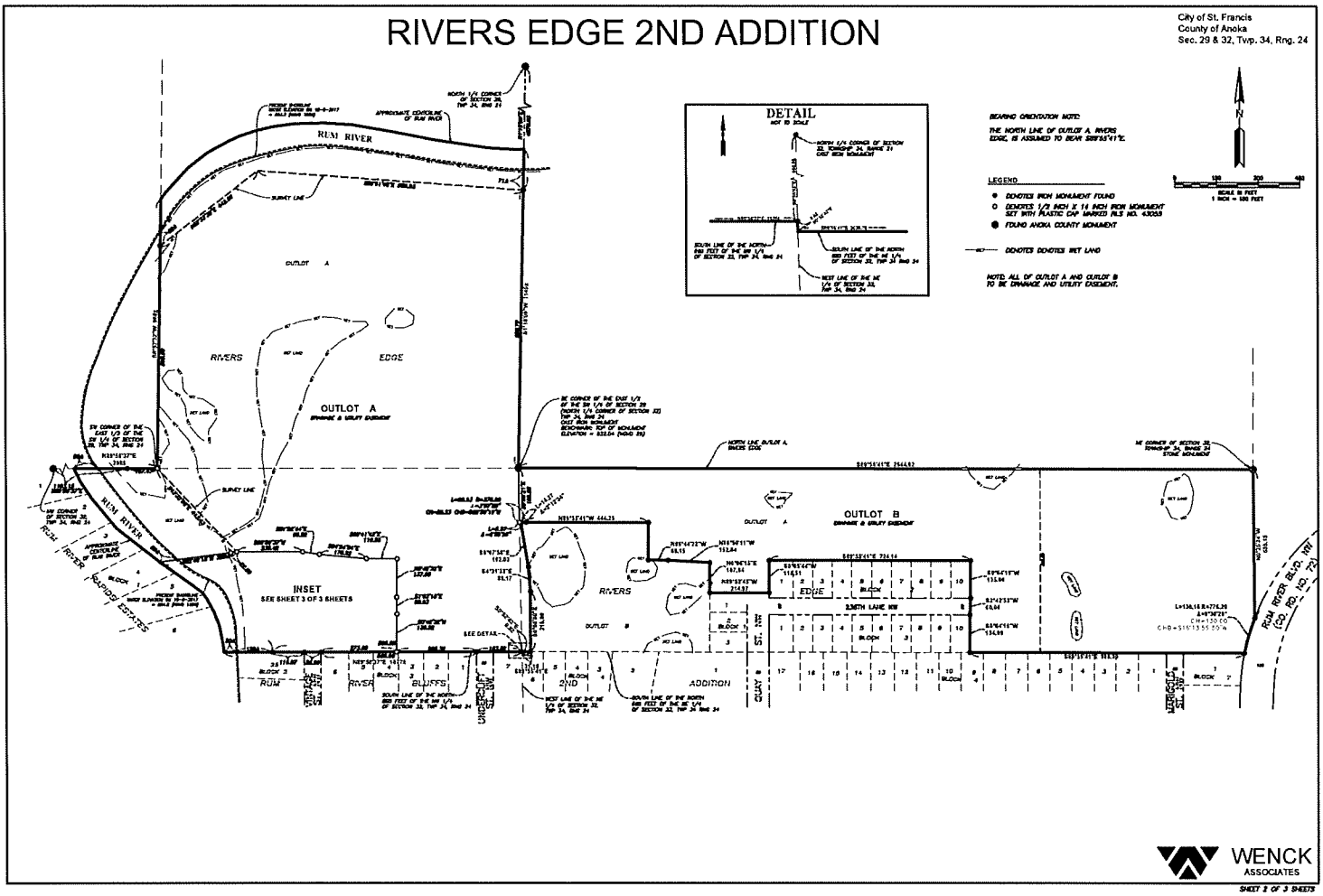
_____
County Recorder/Registrar of Titles

By _____ Deputy

WENCK ASSOCIATES

RIVERS EDGE 2ND ADDITION

City of St. Francis
County of Anoka
Sec. 29 & 32, Twp. 34, Rng. 24



WENCK ASSOCIATES

RIVERS EDGE 2ND ADDITION

City of St. Francis
County of Anoka
Sec. 29 & 32, Twp. 34, Rng. 24

LEGEND

- DENOTES IRON MONUMENT FOUND
- DENOTES 1/2 INCH X 14 INCH IRON MONUMENT SET WITH PLASTIC CAP MARKED RLS NO. 43055
- FOUND ANOKA COUNTY MONUMENT
- DENOTES DENOTES WET LAND

NOTE: ALL OF OUTLOT A AND OUTLOT B TO BE DRAINAGE AND UTILITY EASEMENT.

BEARING ORIENTATION NOTE:

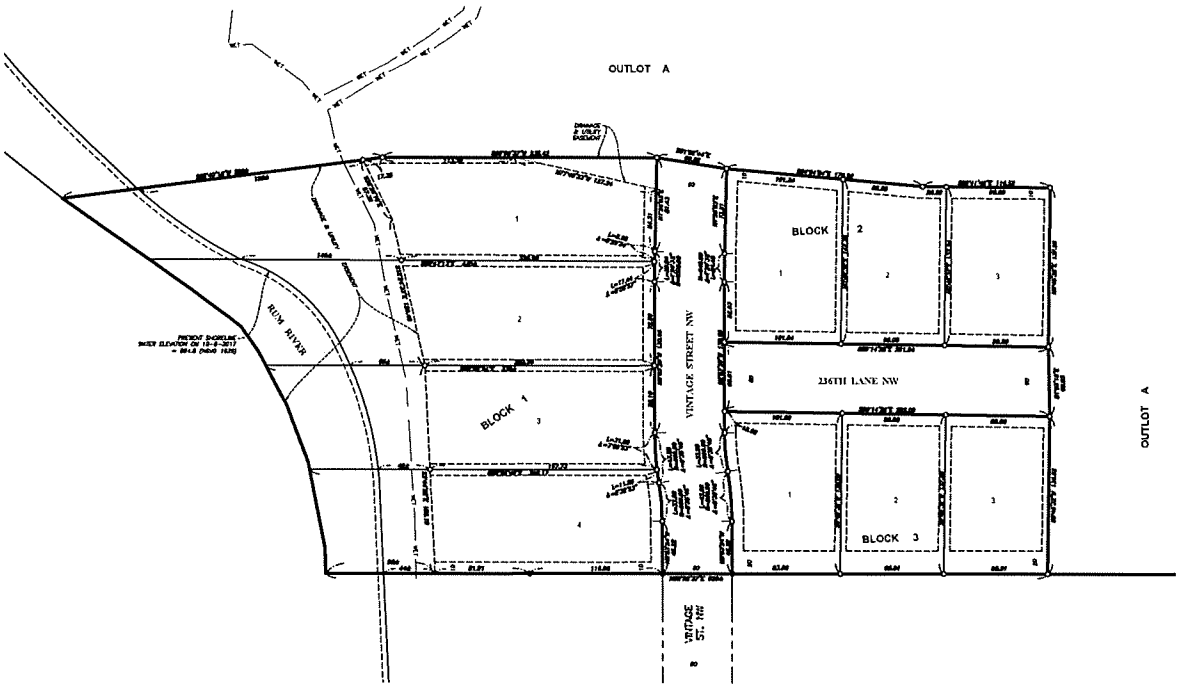
THE NORTH LINE OF OUTLOT A, RIVERS EDGE, IS ASSUMED TO BEAR S89°58'41"E.

SCALE IN FEET
1 INCH = 40 FEET

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

NOT TO SCALE

BEING 5 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND BEING 10 FEET IN WIDTH AND ADJOINING FRONT AND REAR LOT LINES, AND ADJOINING STREETS, EXCEPT AS SHOWN.



WENCK ASSOCIATES

SHEET 3 OF 3 SHEETS

WARNING:
THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG
GOPHER STATE ONE CALL
TWIN CITY AREA: 651-454-0002
TOLL FREE 1-800-252-1166

RIVERS EDGE 2ND ADDITION
ST FRANCIS, MN

PROJECT LOCATION

PROJECT DIRECTORY

DEVELOPER
LAKETOWN HOMES, LLC.
ATTN/ALC WILLEBRORD
1534 BEACHCOMBER BLVD
WACONIA, MN 55387
PH: 952.715.2928
EMAIL: DWILLEBRORD@COMCAST.NET

ENGINEER
CAMPION ENGINEERING SERVICES, INC
ATTN/MATT CAMPION
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PH: 763.479.0172
EMAIL: MCAMPION@CAMPIONENG.COM

SURVEYOR
WENCK ASSOCIATES
ATTN/MATT HALLS
1800 PIONEER CREEK CENTER
MAPLE PLAIN, MN 55359
PH: 763.479.0157
EMAIL: MHALLS@WENCK.COM

WETLAND CONSULTANT
MIDWEST NATURAL RESOURCES, INC.
ATTN/TIM ARNDT
1033 WEST SEVENTH STREET
ST. PAUL, MN 55102
PH: 651.788.0641
EMAIL: KOLAR@MIDWESTNR.US

GOVERNING SPECIFICATIONS:
1. THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" LATEST EDITION & SUPPLEMENTS.
2. CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD UTILITIES SPECIFICATIONS. (LATEST EDITION)
3. ALL APPLICABLE FEDERAL, STATE AND LOCAL LAWS AND ORDINANCE WILL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.
4. CITY OF ST FRANCIS STANDARD SPECIFICATIONS & DETAILS.

INDEX

SHEET NO.	DESCRIPTION
1	COVER SHEET
2	EXISTING CONDITIONS
3	COMPOSITE UTILITY PLAN
4	SANITARY SEWER & WATERMAIN – VINTAGE STREET NW
5	SANITARY SEWER & WATERMAIN – 236TH LANE NW
6	STREET & STORM SEWER PLAN – VINTAGE STREET NW
7	STREET & STORM SEWER PLAN – 236TH LANE NW
8	STORM SEWER TO PONDS
9	GRADING PLAN
10	STORM WATER POLLUTION PREVENTION PLAN
11	GRADING & SWPPP NOTES
12	DETAILS
13	DETAILS
14	DETAILS
15	DETAILS
16	DETAILS

BENCHMARK
SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 SOUTH 1/4 CORNER OF SECTION 33 TOWNSHIP 34, RANGE 24 EAST RAW BOYLARD BENCHMARK TOP OF MONUMENT ELEVATION = 931.97 (NGVD 29)

N

GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
* Civil Engineering * Land Planning
1800 Pioneer Creek Center, P.O. Box 249, Maple Plain, MN 55359
Phone: 763-479-0172
Fax: 763-479-0260
E-Mail: mcampion@campioneng.com

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Matthew A. Campion
Matthew A. Campion, P.E. # 19905 Date: 08/24/2018

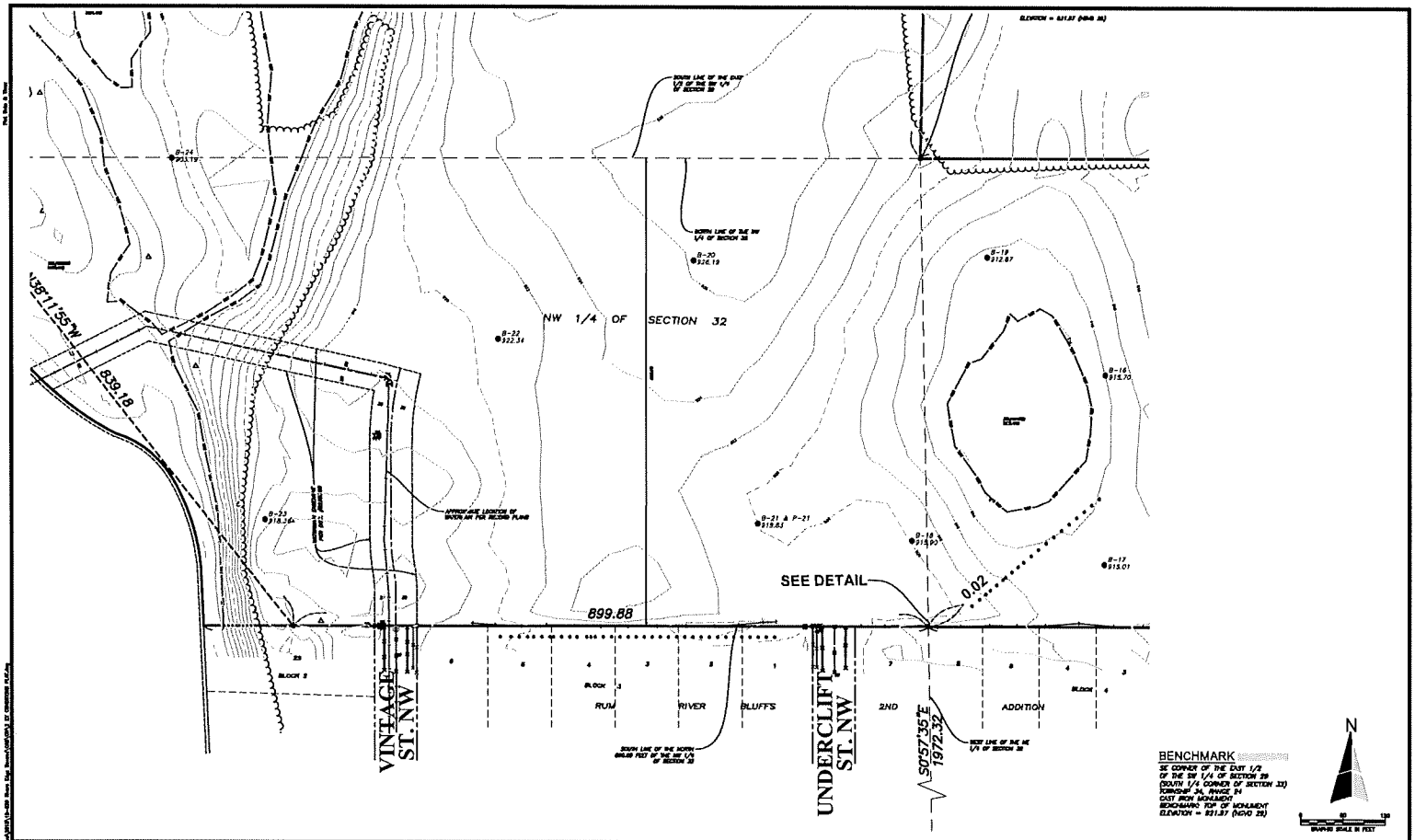
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

COVER SHEET

PROJECT NO. 18-030

SHEET NO. 1 OF 16 SHEETS

DATE 08/16/2018



NO.	DATE	DESCRIPTION REVISION

CAMPION ENGINEERING SERVICES, INC.

* Civil Engineering * Land Planning
1600 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone 763-479-4178
Fax 763-479-4242
E-Mail: mcampion@campioneng.com

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

Martin P. Campion - Lic. # 21901 — 08/01/2018 Date

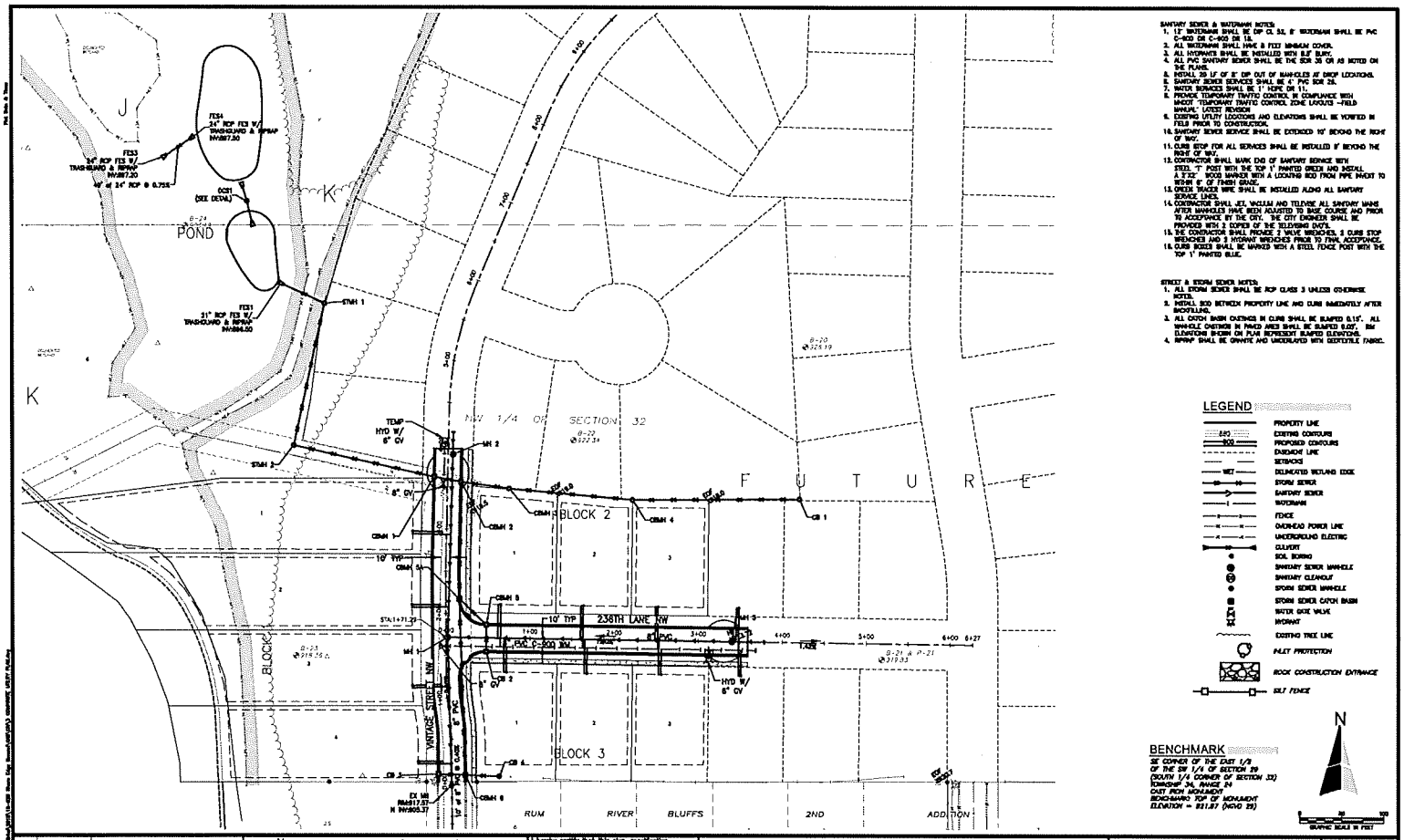
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

EXISTING CONDITIONS

SHEET NO. 2 OF 16 SHEETS

PROJECT NO: 18-030

DATE: 08/16/2018



SANITARY SEWER & WATERMAIN NOTES:

1. 12" WATERMAIN SHALL BE DIP CL 52, 8" WATERMAIN SHALL BE PVC C-900 DR C-900 PR 16.
2. ALL WATERMAIN SHALL HAVE 8 7'6" MINIMUM COVER.
3. ALL HYDRANTS SHALL BE INSTALLED WITH 8.8' BURY.
4. ALL PVC SANITARY SEWER SHALL BE THE SDR 35 OR AS NOTED ON THE PLANS.
5. INSTALL 20 LF OF 8" DIP OUT OF MANHOLES AT DROP LOCATIONS.
6. SANITARY SEWER SERVICES SHALL BE 4" PVC SDR 26.
7. WATER SERVICES SHALL BE 1" HDPE DR 11.
8. PROVIDE TEMPORARY TRAFFIC CONTROL IN COMPLIANCE WITH MNDOT "TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS -FIELD MANUAL" LATEST REVISION
9. EXISTING UTILITY LOCATIONS AND ELEVATIONS SHALL BE VERIFIED IN FIELD PRIOR TO CONSTRUCTION.
10. SANITARY SEWER SERVICE SHALL BE EXTENDED 10' BEYOND THE RIGHT OF WAY.
11. CURB STOP FOR ALL SERVICES SHALL BE INSTALLED 8' BEYOND THE RIGHT OF WAY.
12. CONTRACTOR SHALL MARK END OF SANITARY SERVICE WITH STEEL "T" POST WITH THE TOP 1' PAINTED GREEN AND INSTALL A 2"X2" WOOD MARKER WITH A LOCATING ROD FROM PIPE BRACKET TO WITHIN 6" OF FINISH GRADE.
13. GREEN TRACER WIRE SHALL BE INSTALLED ALONG ALL SANITARY SERVICE LINES.
14. CONTRACTOR SHALL JET, VACUUM AND TELEVISE ALL SANITARY MAINS AFTER MANHOLES HAVE BEEN ADJUSTED TO BASE COURSE AND PRIOR TO ACCEPTANCE BY THE CITY. THE CITY ENGINEER SHALL BE PROVIDED WITH 3 COPIES OF THE TELEVISING DATA.
15. THE CONTRACTOR SHALL PROVIDE 2 VALVE WRENCHES, 2 CURB STOP WRENCHES AND 2 HYDRANT WRENCHES PRIOR TO FINAL ACCEPTANCE.
16. CURB BOXES SHALL BE MARKED WITH A STEEL FENCE POST WITH THE TOP 1' PAINTED BLUE.

STREET & STORM SEWER NOTES:

1. ALL STORM SEWER SHALL BE RCP CLASS 3 UNLESS OTHERWISE NOTED.
2. INSTALL SOD BETWEEN PROPERTY LINE AND CURB IMMEDIATELY AFTER BACKFILLING.
3. ALL CATCH BASIN CASTINGS IN CURB SHALL BE SUMPED 0.15'. ALL MANHOLE CASTINGS IN PAVED AREAS SHALL BE SUMPED 0.01'. RIM ELEVATIONS SHOWN ON PLAN REPRESENT SUMPED ELEVATIONS.
4. RIPRAP SHALL BE GRANITE AND UNDERLAYED WITH GEOTEXTILE FABRIC.

LEGEND

- PROPERTY LINE
- 880 EXISTING CONTOURS
- 900 PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- WET DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 921.87 (NGVD 29)

N

GRAPHIC SCALE IN FEET

NO.	DATE	REVISIONS

CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
1920 Pioneer Creek Center,
P.O. Box 216
Maple Plain, MN 55359
Phone: 763-479-3172
Fax: 763-479-3143
E-Mail: dmorphew@campioneng.com

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

Martin R. Morphew - Lic. # 19801 — 08/16/2018 Date

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

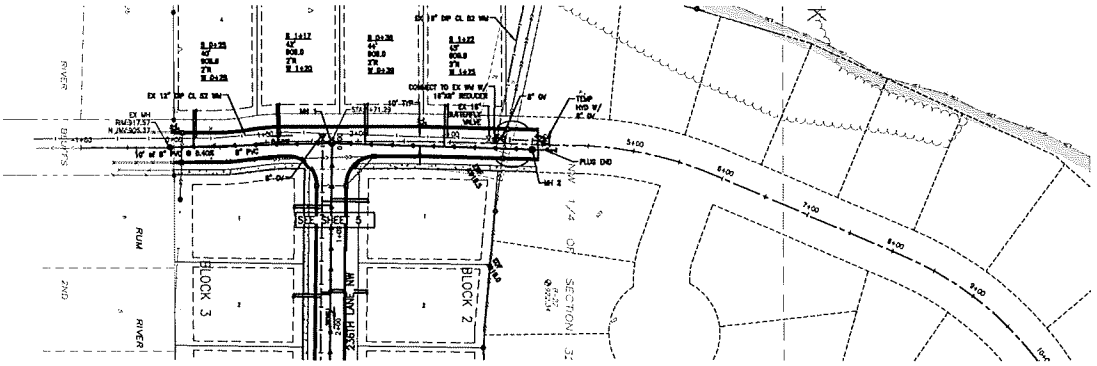
ST FRANCIS, MN

COMPOSITE UTILITY PLAN

PROJECT NO: 18-030

SHEET NO. 3 OF 16 SHEETS

DATE: 08/16/2018

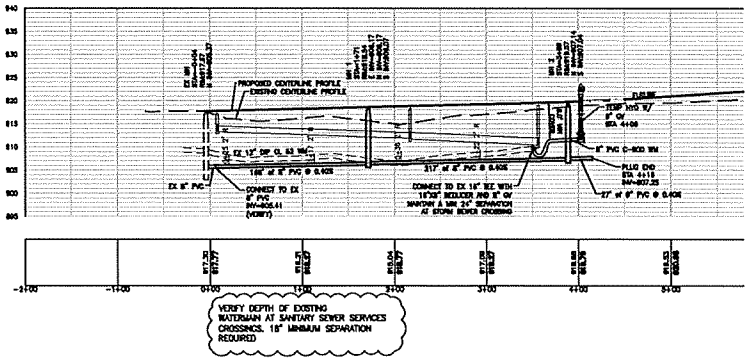


VINTAGE STREET NW

LEGEND

- PROPERTY LINE
- 650 EXISTING CONTOURS
- 650 PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- WET DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

S 0+27 — DISTANCE OF SAN SERVICE WYE FROM DOWNSTREAM MH
50' — SERVICE LENGTH
833.0 — SEWER SERVICE AT 10' PAST PROPERTY LINE
7'R — RISER HEIGHT, TYP
W-0+30 — DISTANCE OF WATER SERVICE FROM DOWNSTREAM MH



VERIFY DEPTH OF EXISTING WATERMAIN AT SANITARY SEWER SERVICES CROSSINGS. 18" MINIMUM SEPARATION REQUIRED

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK: TOP OF MONUMENT ELEVATION = 831.37 (NGVD 29)

SEE SHEET 3 FOR SANITARY SEWER & WATERMAIN NOTES

GRAPHIC SCALE IN FEET

NO.	BY	DESCRIPTION / REVISIONS

CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
1920 Pioneer Creek Center,
P.O. Box 348
Maple Plain, MN 55359
Phone: 763-479-0176
Fax: 763-479-0260
E-Mail: dave@campionengineering.com

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

Martin P. Campion — Lic. # 19901 — Date 08/16/2018

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

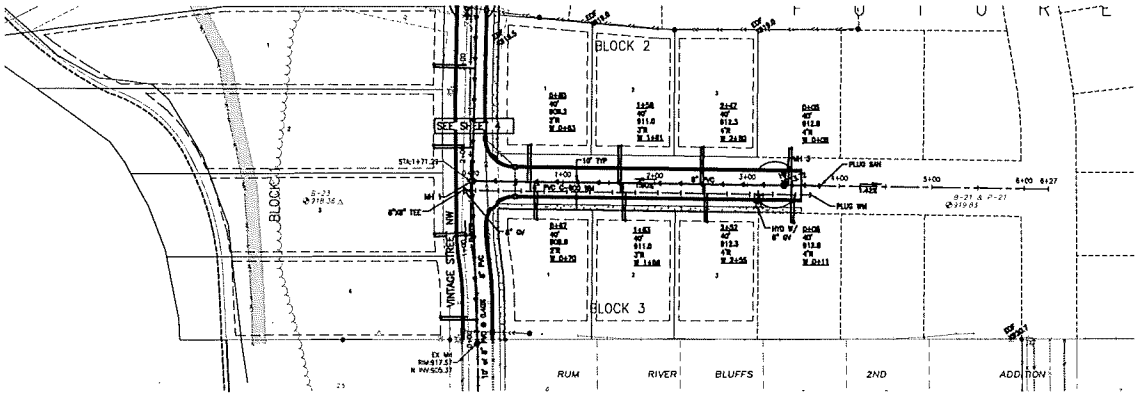
ST FRANCIS, MN

SANITARY SEWER & WATERMAIN
VINTAGE STREET NW

PROJECT NO: 18-030

SHEET NO. 4 OF 16 SHEETS

DATE: 08/16/2018

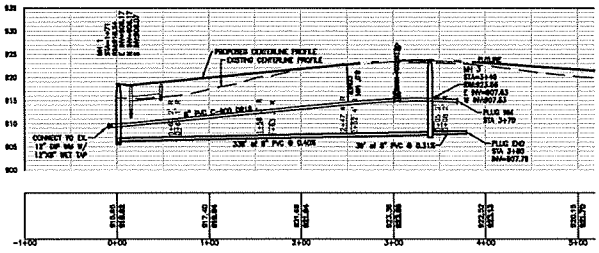


236TH LANE NW

LEGEND

- PROPERTY LINE
- 860 EXISTING CONTOURS
- 900 PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- WET DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE

S 0+27 — DISTANCE OF SAN SERVICE WYE FROM DOWNSTREAM MH
50' — SERVICE LENGTH
833.0 — SEWER SERVICE AT 10' PAST PROPERTY LINE
2'R — RISER HEIGHT, TYP
W=0+30 — DISTANCE OF WATER SERVICE FROM DOWNSTREAM MH



BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 831.87 (NGVD 29)

N

GRAPHIC SCALE IN FEET

SEE SHEET 3 FOR SANITARY SEWER & WATERMAIN NOTES

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
* Civil Engineering * Land Planning
1600 Pioneer Creek Center, P.O. Box 246
Maple Plain, MN 55359
Phone: 763-479-8178
Fax: 763-479-8242
E-Mail: mcampion@campioneng.com

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

Martin P. Campion Date 08/16/2018
Martin P. Campion — Lic. # 18604

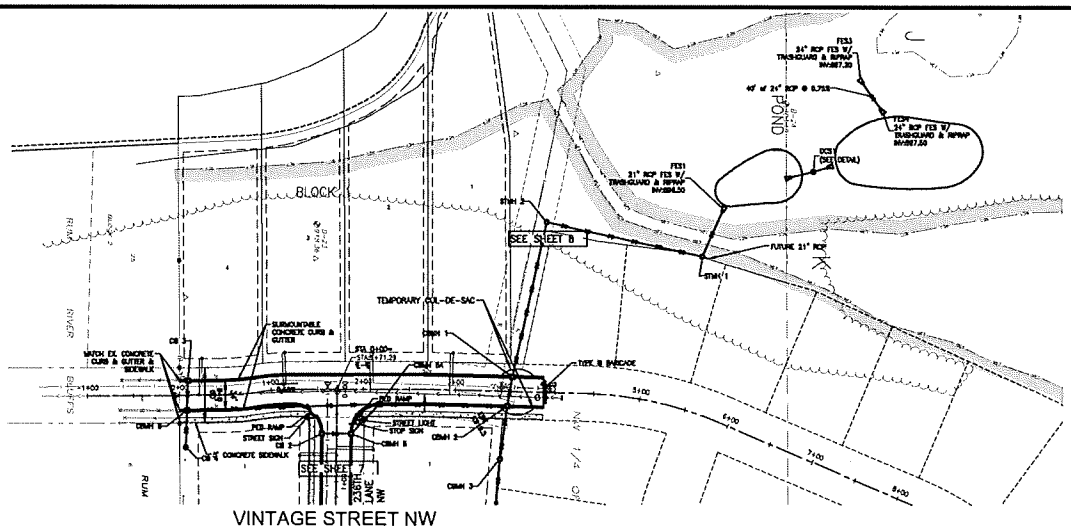
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

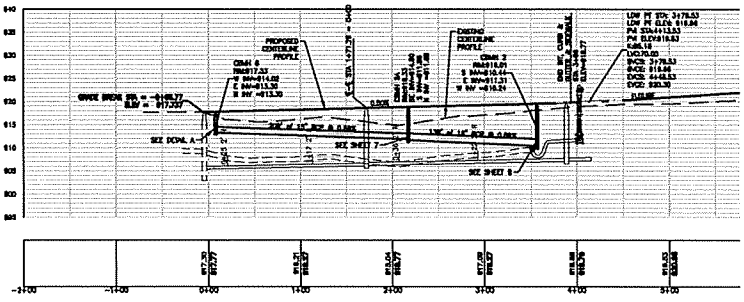
SANITARY SEWER & WATERMAIN
236TH LANE NW

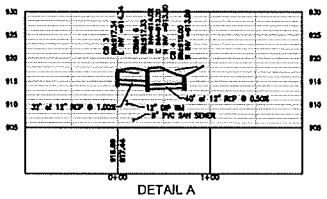
PROJECT NO. 18-030

SHEET NO. 5 OF 16 SHEETS

DATE 08/16/2018







DETAIL A

LEGEND

- PROPERTY LINE
- EXISTING CONTOURS
- PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE
- PROPOSED STREET LIGHT LOCATION
- PROPOSED STREET NAME SIGN
- PROPOSED STOP SIGN
- TYPE III BARRICADE

STRUCTURE SCHEDULE

STRUCTURE NO	STRUCTURE SIZE	CASTING
CB 1	27" DIA	NEENAH R-3250-1
CB 2	27" DIA	NEENAH R-3250-1
CB 3	27" DIA	NEENAH R-3250-1
CB 4	27" DIA	NEENAH R-4342
CBMH 1	48"	NEENAH R-3250-1
CBMH 2	48"	NEENAH R-3250-1
CBMH 3	48"	NEENAH R-4342
CBMH 4	48"	NEENAH R-4342
CBMH 5	48"	NEENAH R-3250-1
CBMH A	48"	NEENAH R-3250-1
CBMH 6	48"	NEENAH R-3250-1
STMH 1	60"	NEENAH R-1733*
STMH 2	48"	NEENAH R-1733*

*LETTERED "STORM SEWER"

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 831.97 (NGVD 29)

SEE SHEET 3 FOR STORM SEWER NOTES

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.

* Civil Engineering * Land Planning
1800 Pioneer Creek Center,
P.O. Box 348
Maple Plain, MN 55359
Phone: 763-479-3178
Fax: 763-479-3179
E-Mail: mail@campionengineering.com

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

Martin P. Campion - Lic. # 19401 — Date: 08/16/2018

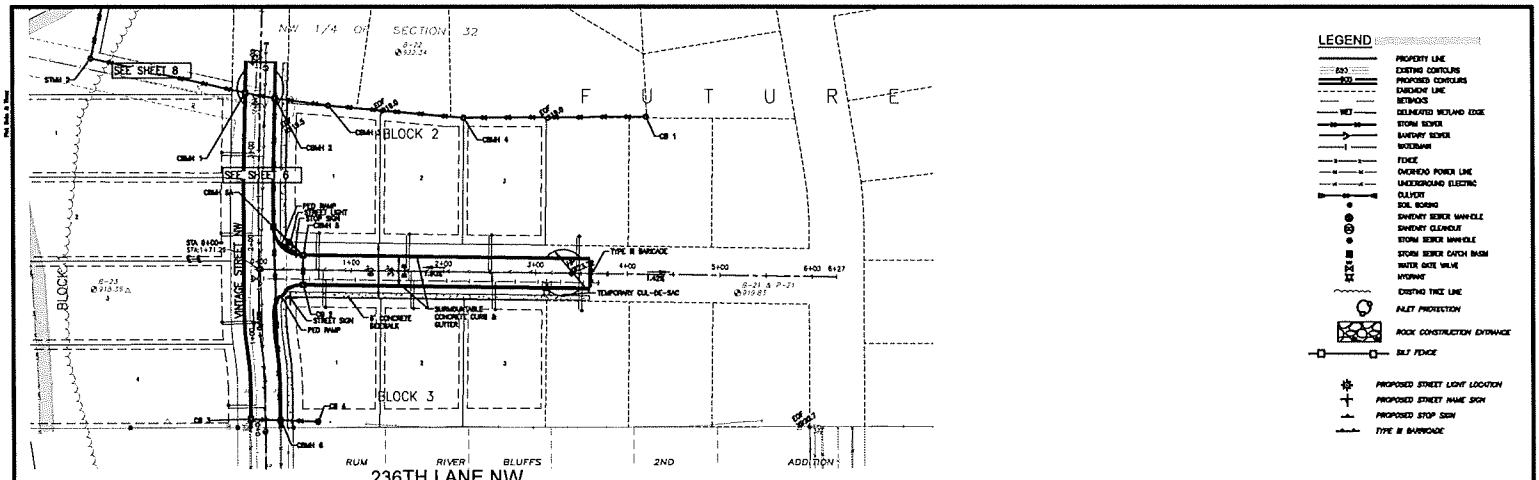
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

STREET & STORM SEWER
VINTAGE STREET NW

PROJECT NO: 18-030

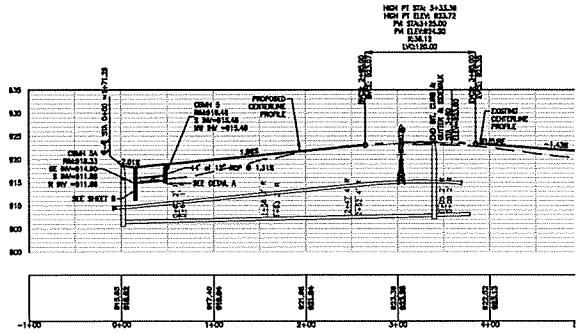
SHEET NO. 6 OF 16 SHEETS

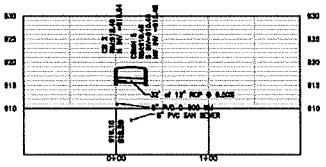
DATE: 08/16/2018



LEGEND

PROPERTY LINE
EXISTING CONTOURS
PROPOSED CONTOURS
EASEMENT LINE
SETBACKS
DELINEATED WETLAND EDGE
STORM SEWER
SANITARY SEWER
WATERMAIN
FENCE
OVERHEAD POWER LINE
UNDERGROUND ELECTRIC
CULVERT
SOIL BORING
SANITARY SEWER MANHOLE
SANITARY CLEANOUT
STORM SEWER MANHOLE
STORM SEWER CATCH BASIN
WATER GATE VALVE
HYDRANT
EXISTING TREE LINE
INLET PROTECTION
ROCK CONSTRUCTION ENTRANCE
SILT FENCE
PROPOSED STREET LIGHT LOCATION
PROPOSED STREET NAME SIGN
PROPOSED STOP SIGN
TYPE III BARRICADE





DETAIL A

BENCHMARK
SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT BENCHMARK TOP OF MONUMENT ELEVATION = 921.37 (NAVD 29)

SEE SHEET 3 FOR STORM SEWER NOTES

GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
* Civil Engineering * Land Planning
1800 Pioneer Creek Center, P.O. Box 248, Maple Plain, MN 55359
Phone: 763-479-0172
Fax: 763-479-1543
E-Mail: mcampion@campion-eng.com

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Martin P. Campion - Lic. # 19824 Date: 08/06/2018

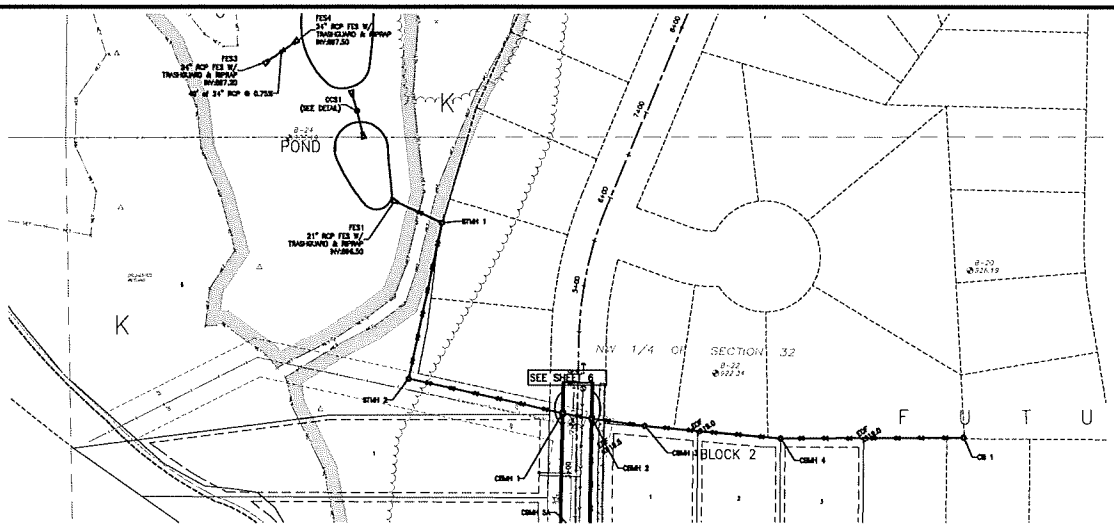
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

STREET & STORM SEWER
236TH LANE NW

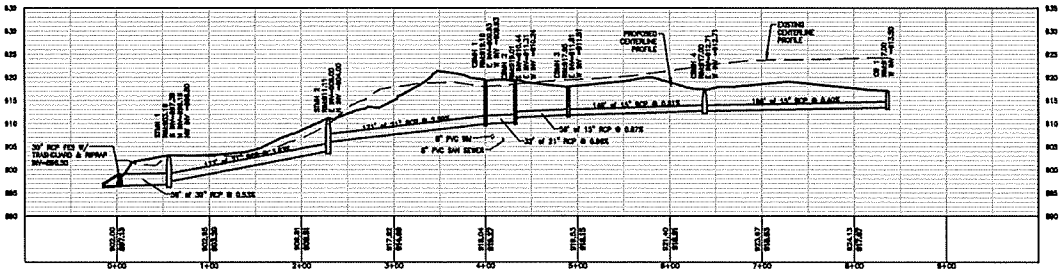
PROJECT NO: 18-030

SHEET NO. 7 OF 16 SHEETS

DATE: 08/16/2018



STORM SEWER TO PONDS



LEGEND

- PROPERTY LINE
- 850 EXISTING CONTOURS
- PROPOSED CONTOURS
- EASEMENT LINE
- SETBACKS
- DELINEATED WETLAND EDGE
- STORM SEWER
- SANITARY SEWER
- WATERMAIN
- FENCE
- OVERHEAD POWER LINE
- UNDERGROUND ELECTRIC
- CULVERT
- SOIL BORING
- SANITARY SEWER MANHOLE
- SANITARY CLEANOUT
- STORM SEWER MANHOLE
- STORM SEWER CATCH BASIN
- WATER GATE VALVE
- HYDRANT
- EXISTING TREE LINE
- INLET PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- SILT FENCE
- PROPOSED STREET LIGHT LOCATION
- PROPOSED STREET NAME SIGN
- PROPOSED STOP SIGN
- TYPE III BARRICADE

BENCHMARK

SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 33) TOWNSHIP 34, RANGE 24 CAST IRON MONUMENT
BENCHMARK TOP OF MONUMENT
ELEVATION = 921.37 (NGVD 29)

SEE SHEET 3 FOR STORM SEWER NOTES

N

GRAPHIC SCALE IN FEET

NO.	DATE	DESCRIPTION
		REVISIONS

CAMPION ENGINEERING SERVICES, INC.
• Civil Engineering • Land Planning
1600 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone 763-479-3178
Fax 763-479-3243
E-Mail mcampion@campioneng.com

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

Martin P. Campion - Lic. # 19601 — Date 08/16/2018

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

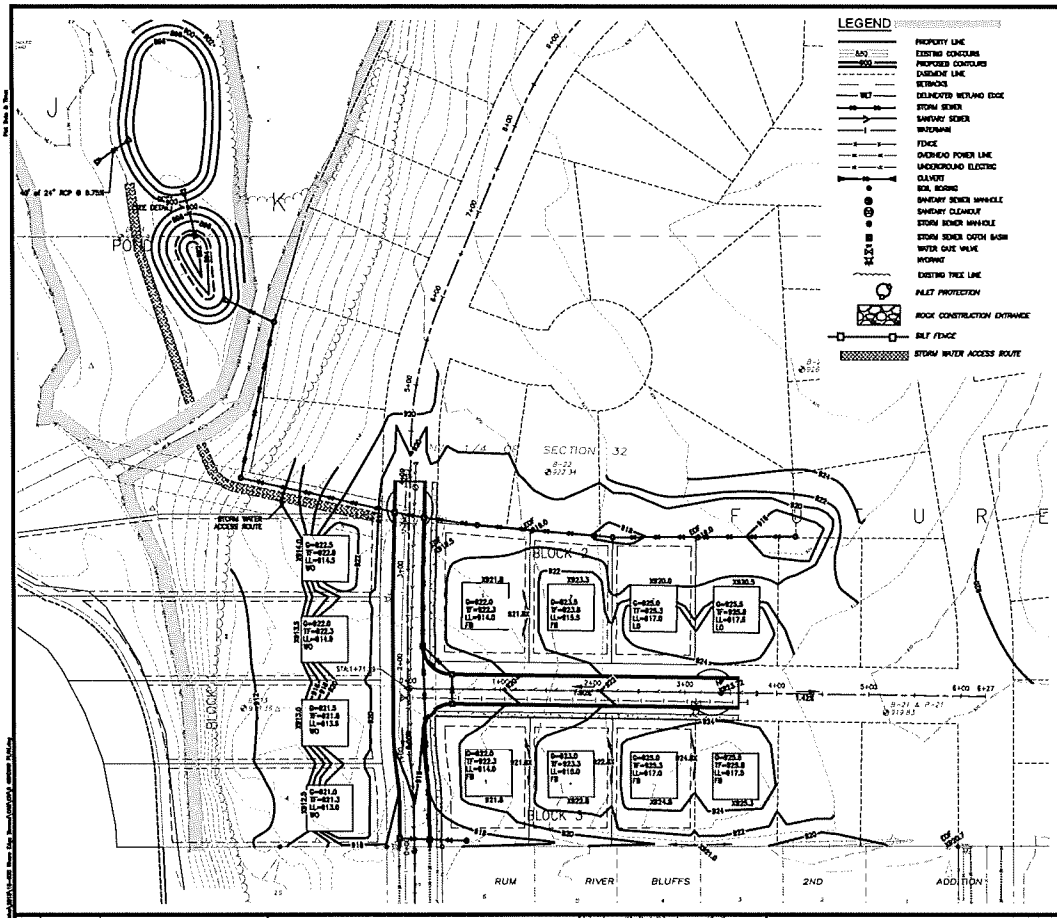
ST FRANCIS, MN

REAR YARD STORM SEWER TO PONDS

PROJECT NO: 18-030

SHEET NO. 8 OF 16 SHEETS

DATE: 08/16/2018



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

GRADING NOTES

1. CONSTRUCTION SHALL COMPLY WITH ALL APPLICABLE GOVERNING CODES.
2. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASES OF THIS PROJECT. THE CONTRACTOR WILL BE HELD SOLELY RESPONSIBLE FOR ANY DAMAGES TO THE ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASES OF THIS PROJECT.
3. THE CONTRACTOR MUST CONTACT ALL APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF EXISTING UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL (1-800-252-1166).
4. THE CONTRACTOR SHALL MARK THE LOCATIONS OF EXISTING GATE VALVES AND MANHOLES WITH STEEL FENCE POSTS PRIOR TO BEGINNING GRADING.
5. SAFETY NOTICE TO CONTRACTORS: IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTOR'S PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTOR'S SAFETY MEASURES IN, ON OR NEAR THE CONSTRUCTION SITE.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLASHERS AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. TRAFFIC CONTROL DEVICES SHALL CONFORM TO APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
7. THE CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS. ACTIVITIES PROHIBITED OUTSIDE THE CONSTRUCTION BOUNDARIES INCLUDE, BUT ARE NOT LIMITED TO, ENCROACHING BOLS AND OTHER MATERIAL, STORING EQUIPMENT OR OTHER MACHINERY, DRIVING VEHICLES, LEAKING OR SPILLING OF ANY "BLACK-OUT" OR OTHER TOXIC MATERIALS.
8. ALL SOIL TESTING SHALL BE COMPLETED BY THE OWNER'S SOILS ENGINEER. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL REQUIRED SOIL TESTING AND INSPECTIONS WITH THE SOILS ENGINEER.
9. PRIOR TO PLACEMENT OF ANY STRUCTURE OR PAVEMENT, A TEST ROLL WILL BE REQUIRED ON THE SUBGRADE. THE CONTRACTOR SHALL PROVIDE A LOADED TANDEM AXLE TRUCK WITH A GROSS WEIGHT OF 25 TONS. THE TEST ROLLING SHALL BE AT THE DIRECTION OF THE SOILS ENGINEER AND SHALL BE COMPLETED IN AREAS AS DIRECTED BY THE SOILS ENGINEER. THE SOILS ENGINEER SHALL DETERMINE WHICH SECTIONS ARE UNSTABLE. CORRECTION OF THE SUBGRADE SOILS SHALL BE COMPLETED IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE SOILS ENGINEER AND AS SPECIFIED.
10. THE EXISTING TOPSOIL ON THIS SITE VARIES IN DEPTH. IT IS THE CONTRACTOR'S RESPONSIBILITY THAT ALL SURFACE VEGETATION AND ANY TOPSOIL OR OTHER LOOSE, SOFT OR OTHERWISE UNSUITABLE MATERIAL BE REMOVED FROM THE STREET, AND BUILDING PAD AREAS PRIOR TO PLACEMENT OF ANY EMBANKMENT IN ACCORDANCE WITH THE SOILS REPORT AND RECOMMENDATION OF THE SOILS ENGINEER.
11. EMBANKMENT MATERIAL NOT PLACED IN THE STREET OR BUILDING PAD AREAS SHALL BE COMPACTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE QUALITY COMPACTION METHOD AS OUTLINED IN MN/DOT 2105.3F3 OR AS DIRECTED BY THE SOILS ENGINEER.
12. EXCAVATION FOR THE PURPOSE OF REMOVING UNSUITABLE OR UNSUITABLE SOILS SHALL BE COMPLETED AS REQUIRED BY THE SOILS ENGINEER. EMBANKMENT MATERIAL PLACED IN THE STREET SHALL BE COMPACTED IN ACCORDANCE WITH THE SPECIFIED DENSITY METHOD AS OUTLINED IN MN/DOT 2105.3F1. EMBANKMENT MATERIAL PLACED IN THE BUILDING PAD AREA SHALL BE COMPACTED IN ACCORDANCE WITH THE SOILS REPORT.
13. TOLERANCES.
    a. THE STREET SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION OF ANY POINT WHERE MEASUREMENT IS MADE.
    b. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS DIRECTED BY THE ENGINEER.
    c. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
14. ALL DISTURBED UNPAVED AREAS ARE TO IMMEDIATELY RECEIVE FOUR INCHES OF TOPSOIL, SEED AND MULCH AND BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
15. SPOT ELEVATIONS SHOWN INDICATE FINISHED GRADE ELEVATION UNLESS OTHERWISE NOTED.
16. PROPOSED CONTOURS ARE TO FINISHED SURFACE GRADE.

CAUTION NOTES

THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS IS BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND, WHERE POSSIBLE, MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION IS NOT TO BE RELIED ON AS BEING EXACT OR COMPLETE.

THE CONTRACTOR MUST CONTACT ALL THE APPROPRIATE UTILITY COMPANIES AT LEAST 48 HOURS BEFORE ANY EXCAVATION TO REQUEST EXACT FIELD LOCATION OF UTILITIES. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS. THE LOCATIONS OF SMALL UTILITIES SHALL BE OBTAINED BY THE CONTRACTOR BY CALLING GOPHER STATE ONE CALL AT 800-252-1166 OR 651-454-0002.

BENCHMARK
SE CORNER OF THE EAST 1/2 OF THE SW 1/4 OF SECTION 29 (SOUTH 1/4 CORNER OF SECTION 32) TOWNSHIP 34, RANGE 24
CAST IRON MONUMENT
BENCHMARK TOP OF MONUMENT
ELEVATION = 821.97 (NGVD 29)

N

GRAPHIC SCALE IN FEET

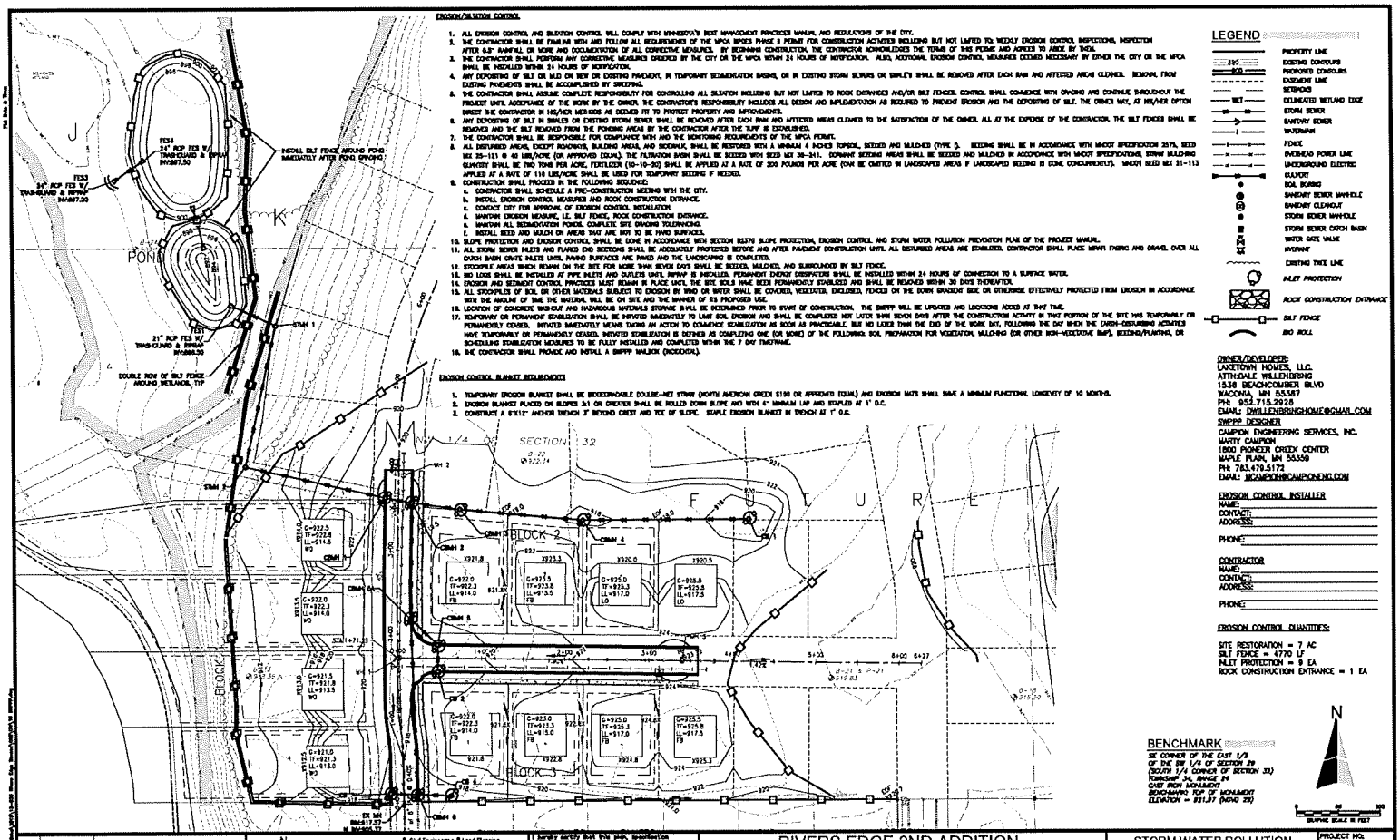
NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
* Civil Engineering * Land Planning
1900 Pioneer Creek Center, P.O. Box 348
Maple Plain, MN 55359
Phone 763-479-8172
Fax 763-479-1413
E-Web campionengineering.com

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Martin P. Campion - Lic. # 19401 Date 08/16/2018

RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

GRADING PLAN
PROJECT NO: 18-030
SHEET NO. 9 OF 16 SHEETS
DATE: 08/16/2018



NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
1800 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone: 763-479-5172
Fax: 763-479-5242
E-Mail: mcampion@campioneng.com

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

Martin R. Campion - Date: 08/08/2018
Martin R. Campion - Date

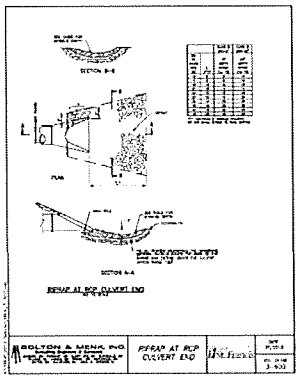
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

STORM WATER POLLUTION PREVENTION PLAN

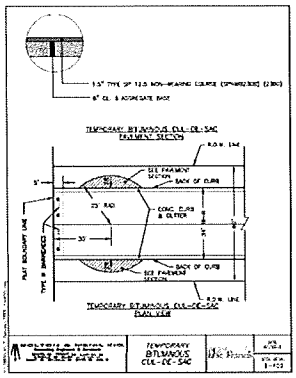
SHEET NO. 10 OF 16 SHEETS

PROJECT NO: 18-030

DATE: 08/16/2018



RIPRAP AT RCP CULVERT END



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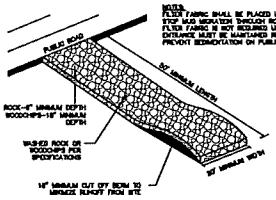
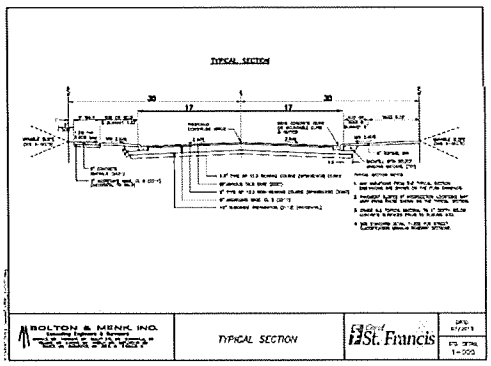
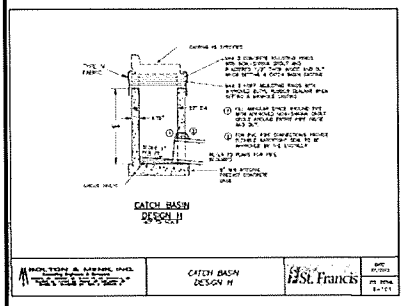


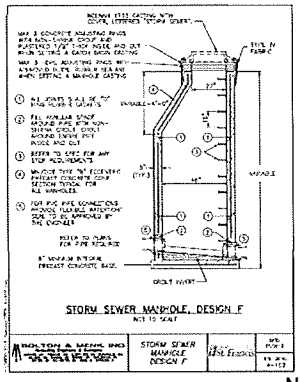
ROCK CONSTRUCTION ENTRANCE



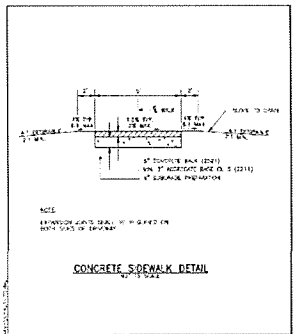
TYPICAL SECTION



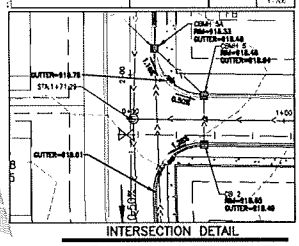
CATCH BASIN DESIGN H



STORM SEWER MANHOLE, DESIGN F

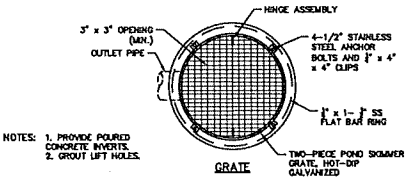


CONCRETE SIDEWALK DETAIL

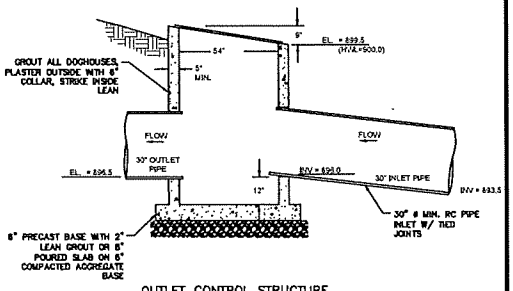


INTERSECTION DETAIL

VINTAGE STREET NW & 236TH STREET NW
(ALL ELEVATIONS ARE AT GUTTER)



GRATE



OUTLET CONTROL STRUCTURE

CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
1600 Prosser Park Center,
P.O. Box 246,
Hugo, MN 55038
Phone 763-479-4113
Fax 763-479-4242
E-Mail jkampion@campionengineering.com

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

Jerrold R. Campion - Lic. # 19603 Date 08/16/2018

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

ST FRANCIS, MN

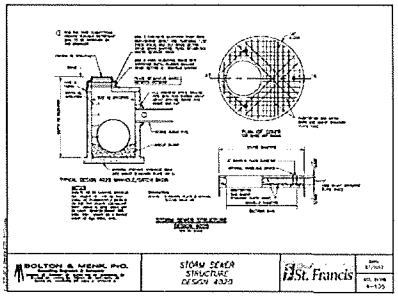
DETAILS

PROJECT NO: 18-030

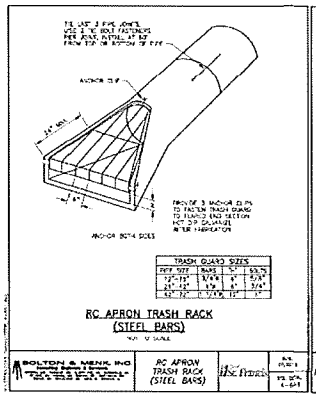
SHEET NO. 11 OF 16 SHEETS

DATE: 08/16/2018

NO.	DATE	DESCRIPTION REVISIONS

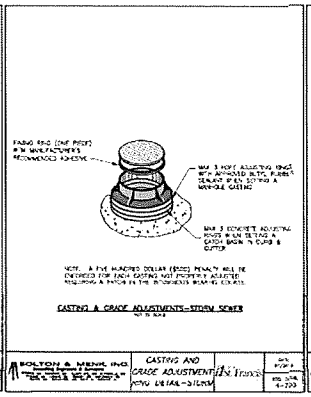


STORM SEWER STRUCTURE DESIGN #339

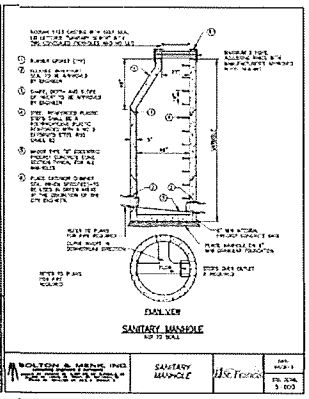


RC APRON TRASH RACK (STEEL BARS)

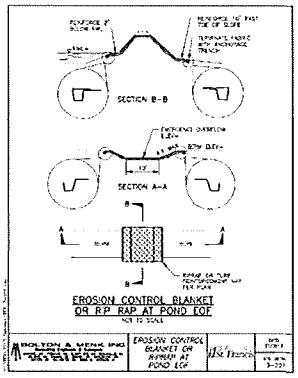
TRASH GUARD SIZES			
PIPE SIZE	BARS	S=	L=S.S.
12"-15"	W #6	4"	5'-0"
18"-24"	1/2	4"	3'-6"
30"-36"	1/2	4"	3'-6"
42"-72"	1/2	4"	3'-6"



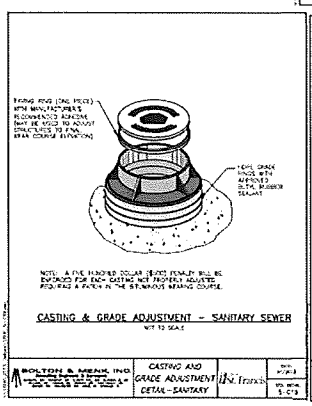
CASTING & GRADE ADJUSTMENTS-STORM SEWER



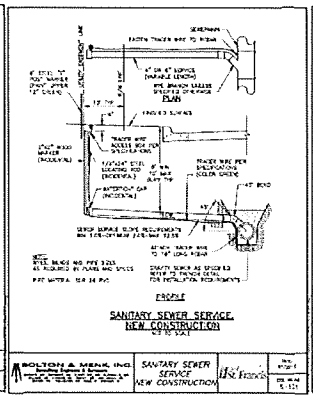
SANITARY MANHOLE



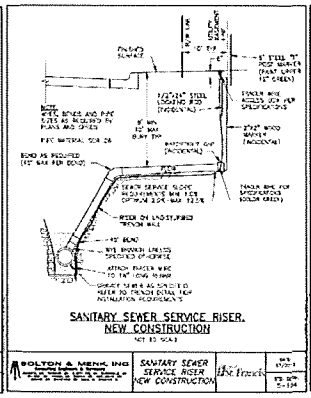
EROSION CONTROL BLANKET OR RIP RAP AT POND EOF



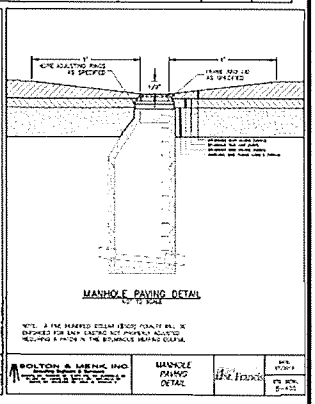
CASTING & GRADE ADJUSTMENT - SANITARY SEWER



SANITARY SEWER SERVICE NEW CONSTRUCTION



SANITARY SEWER SERVICE RISER NEW CONSTRUCTION



MANHOLE PAVING DETAIL

CAMPION ENGINEERING SERVICES, INC.

Civil Engineering • Land Planning
1600 Pioneer Creek Center,
P.O. Box 348
Maple Plain, MN 55359
Phone: 763-479-0213
Fax: 763-479-0240
E-Mail: dave@campionengineering.com

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Date: 08/16/2018
David P. Campion - Lic. # 19001

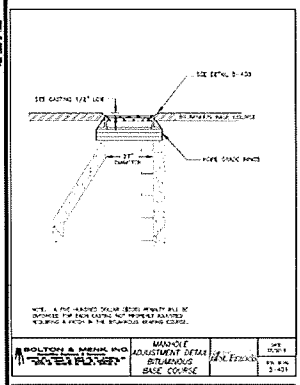
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

DETAILS

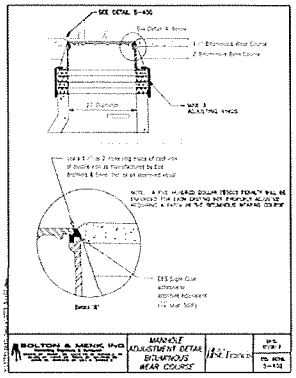
PROJECT NO. 18-030

SHEET NO. 12 OF 16 SHEETS

DATE: 08/16/2018



BOLTON & MENK, INC. — MANHOLE ADJUSTMENT DETAIL BITUMINOUS BASE COURSE — St. Francis — SHT. NO. 5-431



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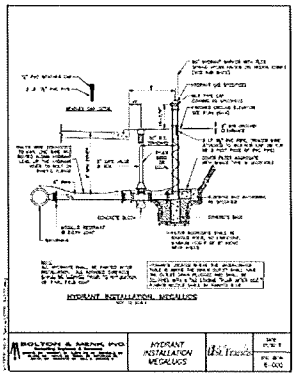

HYDRANT INSTALLATION, MEGALUGS

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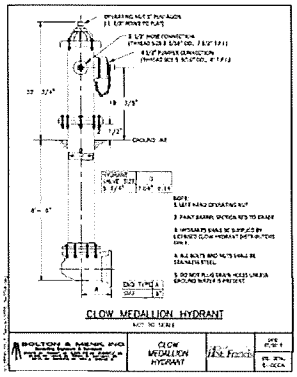

CLOW MEDALLION HYDRANT

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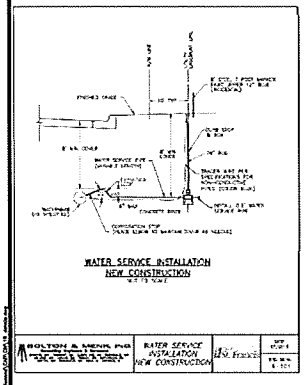
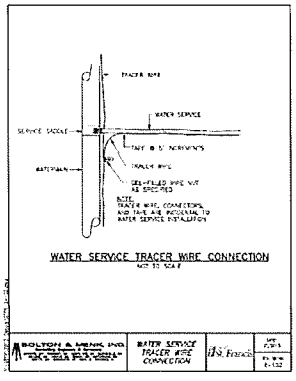


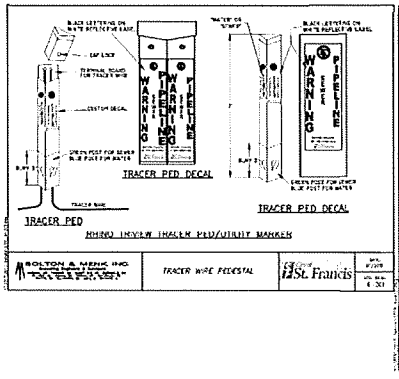
WATER SERVICE INSTALLATION
NEW CONSTRUCTION

BOLTON & MENK, INC. — WATER SERVICE INSTALLATION NEW CONSTRUCTION — St. Francis — SHT. NO. 5-321



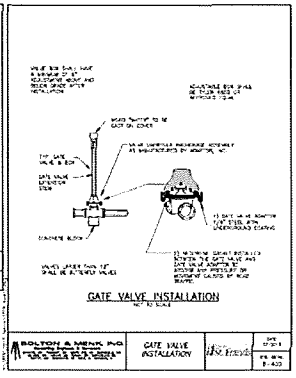
WATER SERVICE TRACER WIRE CONNECTION

BOLTON & MENK, INC. — WATER SERVICE TRACER WIRE CONNECTION — St. Francis — SHT. NO. 5-132



RHINO (REVIEW TRACER PED/UTILITY MARKER)

BOLTON & MENK, INC. — TRACER WIRE PEDESTAL — St. Francis — SHT. NO. 4-301



GATE VALVE INSTALLATION

BOLTON & MENK, INC. — GATE VALVE INSTALLATION — St. Francis — SHT. NO. 5-420

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.
• Civil Engineering • Land Planning
1600 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.
Martin R. Campion - Lic. # 19501 — Date 08/16/2018

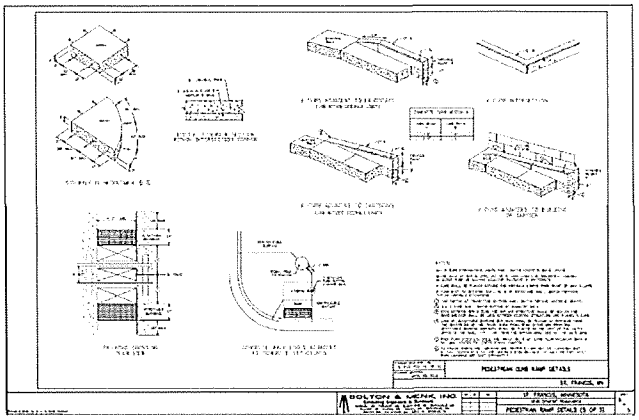
RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

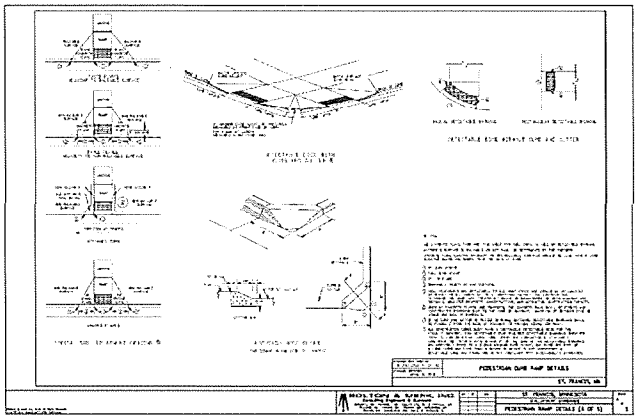
DETAILS

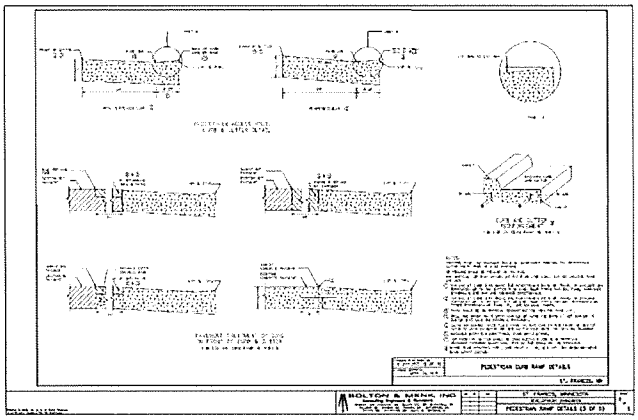
SHEET NO. 13 OF 16 SHEETS

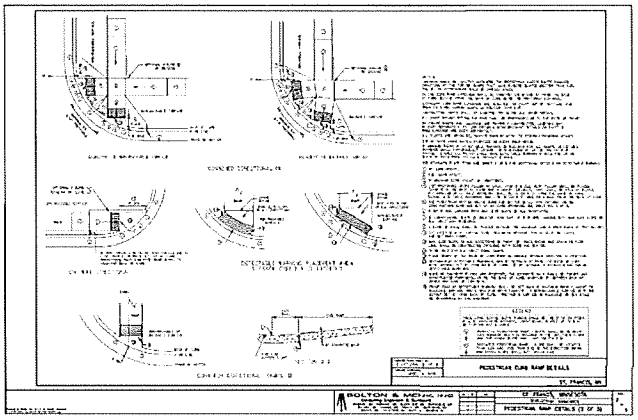
PROJECT NO: 18-030

DATE: 08/16/2018









NO.	DATE	DESCRIPTION
		REVISIONS

CAMPION ENGINEERING SERVICES, INC.

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Martin P. Campion - Lic. # 19001 — 08/16/2018 Date

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

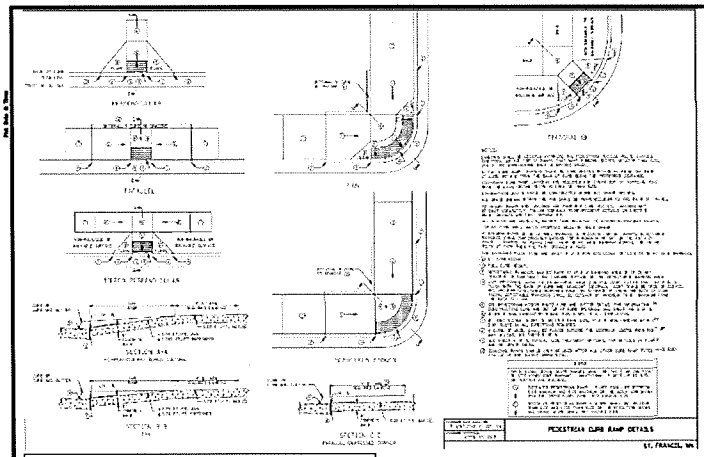
ST FRANCIS, MN

DETAILS

SHEET NO. 14 OF 16 SHEETS

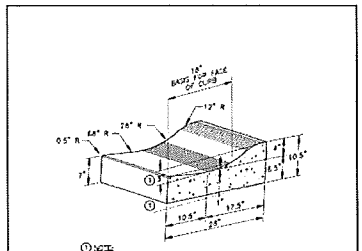
PROJECT NO: 18-030

DATE: 08/16/2018



PEDESTRIAN CURB RAMP DETAILS

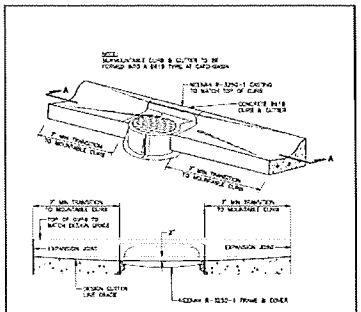
ST. FRANCIS, MN



MOUNTABLE CONCRETE CURB & GUTTER

NOT TO SCALE

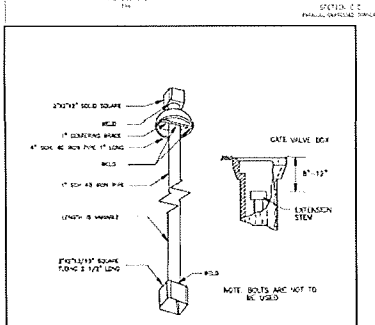
BOLTON & MENK, INC. | MOUNTABLE CONCRETE CURB & GUTTER | St. Francis | SHEET NO. 7-006



CATCHBASIN – CURB DETAIL FOR R-3250-1 IN MOUNTABLE CURB

NOT TO SCALE

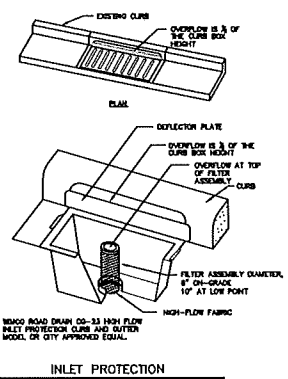
BOLTON & MENK, INC. | CATCHBASIN-CURB DETAIL FOR R-3250-1 IN MOUNTABLE CURB | St. Francis | SHEET NO. 7-010



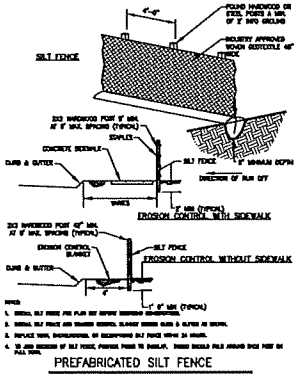
GATE VALVE EXTENSION STEM

NOT TO SCALE

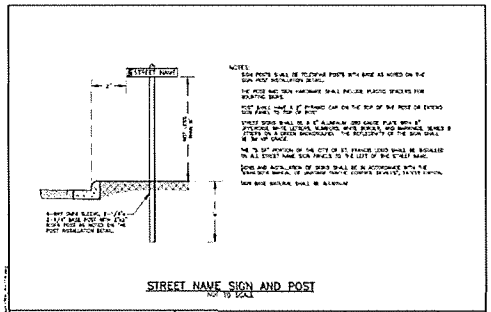
BOLTON & MENK, INC. | GATE VALVE EXTENSION STEM | St. Francis | SHEET NO. 8-404



INLET PROTECTION



PREFABRICATED SILT FENCE



STREET NAME SIGN AND POST

NOT TO SCALE

BOLTON & MENK, INC. | STREET NAME SIGN AND POST | St. Francis | SHEET NO. 8-114

NO.	DATE	DESCRIPTION REVISIONS

CAMPION ENGINEERING SERVICES, INC.

* Civil Engineering * Land Planning
1600 Pioneer Creek Center,
P.O. Box 249
Maple Plain, MN 55359
Phone: 763-476-6010
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E-Mail: dave@campionengineering.com

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

08/16/2018
Martin R. Campion - Lic. # 19501 Date

RIVERS EDGE 2ND ADDITION

LAKETOWN HOMES

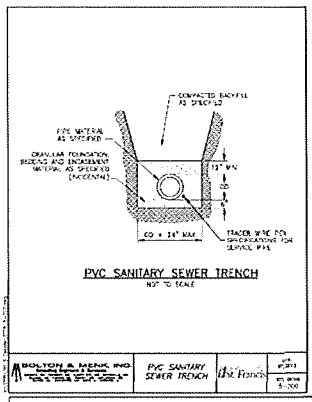
ST FRANCIS, MN

DETAILS

PROJECT NO. 18-030

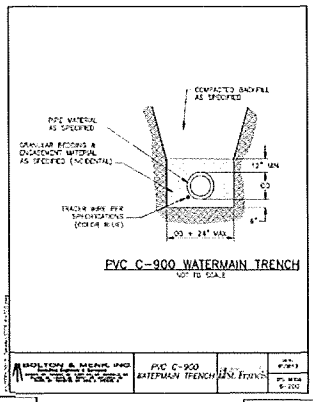
SHEET NO. 15 OF 16 SHEETS

DATE 08/16/2018



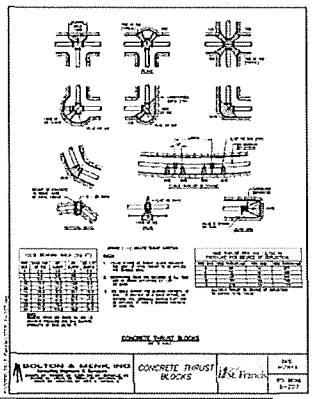
PVC SANITARY SEWER TRENCH
NOT TO SCALE

BOLTON & MENK, INC. | PVC SANITARY SEWER TRENCH | St. Francis | ST. DETAIL S-300



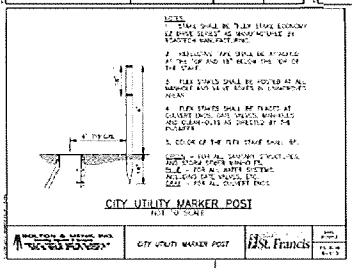
PVC C-900 WATERMAIN TRENCH
NOT TO SCALE

BOLTON & MENK, INC. | PVC C-900 WATERMAIN TRENCH | St. Francis | ST. DETAIL S-302



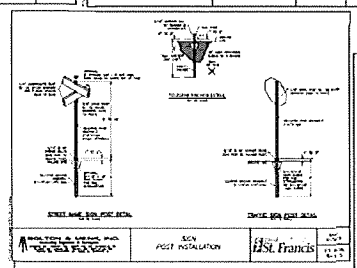
CONCRETE THRUST BLOCKS

BOLTON & MENK, INC. | CONCRETE THRUST BLOCKS | St. Francis | ST. DETAIL S-707



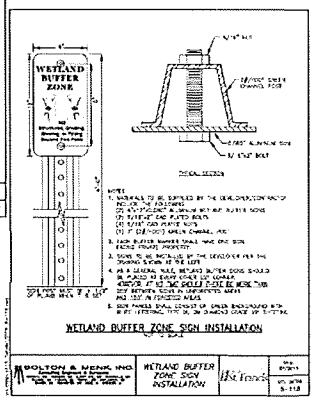
CITY UTILITY MARKER POST
NOT TO SCALE

BOLTON & MENK, INC. | CITY UTILITY MARKER POST | St. Francis | ST. DETAIL S-113



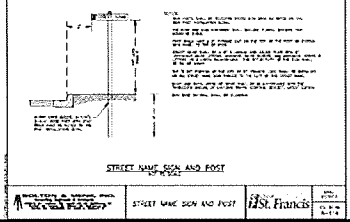
SIGN POST INSTALLATION

BOLTON & MENK, INC. | SIGN POST INSTALLATION | St. Francis | ST. DETAIL S-113



WETLAND BUFFER ZONE SIGN INSTALLATION

BOLTON & MENK, INC. | WETLAND BUFFER ZONE SIGN INSTALLATION | St. Francis | ST. DETAIL S-118



STREET NAME SIGN AND POST
NOT TO SCALE

BOLTON & MENK, INC. | STREET NAME SIGN AND POST | St. Francis | ST. DETAIL S-112

NO.	DATE	DESCRIPTION
		REVISION

CAMPION ENGINEERING SERVICES, INC.
• Civil Engineering • Land Planning
1900 Pioneer Creek Center, P.O. Box 246, Maple Plain, MN 55359
Phone: 763-479-0112 Fax: 763-479-0242 E-Mail: mail@campionengineering.com

I hereby certify that this plan, specification or report has been prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.
Martin P. Campion — Lic. # 19501 — Date: 08/16/2018

RIVERS EDGE 2ND ADDITION
LAKETOWN HOMES
ST FRANCIS, MN

DETAILS

PROJECT NO: 18-030

SHEET NO. 16 OF 16 SHEETS

DATE: 08/16/2018

Hakanson Anderson

ENGINEERING REVIEW for City of St. Francis by Hakanson Anderson

Submitted to:	City of St. Francis
cc:	Joe Kohlmann, City Administrator Paul Teicher, Public Works Director Kate Thunstrom, Community Development Director Beth Richmond, HKGI Craig Jochum, City Engineer Dale Willenbring, Laketown Homes Marty Campion, Campion Engineering Services
Reviewed by:	Shane Nelson, Assistant City Engineer
Date:	August 13, 2019
Proposed Project:	Rivers Edge - Phase 2 Preliminary Plat
Street Location:	N 660 FT OF NE1/4 OF SEC 32 T34 R24, EX RD, SUBJ TO EASE OF REC
Applicant:	Laketown Homes
Owners of Record:	St Francis Land Development LLC
Jurisdictional Agencies: (but not limited to)	City of St. Francis, MPCA, Anoka County, MDH
Permits Required: (but not limited to)	City Approval, NPDES Construction Permit, MPCA Sanitary Sewer Extension Permit, MDH Water Extension, DNR Appropriation Permit

INFORMATION AVAILABLE

Rivers Edge Phase 2 Stormwater Management Plan, dated 7/31/18, prepared by Civil Methods, Inc.

Rivers Edge Phase 2 Plan Set, dated 7/31/2018, prepared by Campion Engineering Services, Inc.

Wetland Delineation Report for Rivers Edge, dated November 27, 2017, prepared by Minnesota Natural Resources

Minnesota Wetland Conservation Act Notice of Decision, dated 2/01/2018, for Boundary and Type confirmation

Subsurface Exploration and Geotechnical Engineering Analysis for the Rivers Edge Housing Development, dated March 14, 2005, prepared by STS Consultants

SITE ACCESS / VEHICULAR TRAFFIC

1. The proposed development will gain access from Vintage Street through the existing Rum River Bluffs Development which connects to Rum River Boulevard (CR 72). Improvements to Rum River Boulevard (CR 72) are required to be completed as development obligations for the Rum River Bluffs developments.
2. We understand that a temporary access to Rum River Boulevard (CR 72) has been approved by the Anoka County Highway Department at 236th Avenue in the location of the existing cul-de-sac. As agreed to with the first addition, this access shall serve as the main construction entrance to the site.
3. The street network generally appears adequate to provide access to the proposed new homes and provides connections to the existing development to the south, as well as future development to the north.

SEWER AND WATER UTILITIES

1. Sanitary sewer and water system connections are available at the south plat line. The proposed sanitary sewer and water system appear adequate to service the proposed new lots.
2. City standards require sanitary sewer manholes to be located on the centerline of the street. SMH7 is not located in the centerline of the roadway, please revise as necessary.
3. Clearly label the existing watermain, including sizes and material, on the preliminary utility plan.

GRADING AND EROSION CONTROL

1. Clearly depict the Rum River and the associated FEMA Regulatory Floodway 100-year Floodplain (Zone AE).
2. Clearly depict the FEMA 100-year flood elevations. It appears that a transect with a flood elevation of 900.0 is adjacent to the site. The proposed home elevations

as depicted provide adequate separation from the FEMA 100-year flood elevation.

3. Access to storm structures and/or stormwater basins shall not cross wetland areas. It will be necessary to provide an access route on the north side of the large wetland complex.
4. The emergency overflow elevation between Block 5 and Block 6 west of Vintage Street shall be labeled on the plans.
5. The emergency overflow along Vintage Street for Lot 6 Block 4 and Lot 1 Block 5 shall be labeled on the plans.
6. It does not appear that the proposed emergency overflow elevation provides 1.5' of separation from the lowest opening elevation in Rum River Bluffs 2nd Addition Lot 2 Block 3. Per the approved Grading Plan, the lowest opening for Lot 2 Block 3 is 921.5, therefore the emergency overflow shall be 920 or lower. Please label the proposed house elevations as per the approved Grading Plan for the adjacent lots in Rum River Bluffs 2nd Addition, abutting to the south of this proposed plat.
7. A proposed spot elevation of 918.0 is depicted in the rear yard of Lot 1 Block 2. The preliminary grading plan proposes a look out house type for this lot with a lowest level elevation of 918.5, therefore it appears that the spot elevation is incorrect. Please correct.
8. There is a ponding area east of Lot 1 Block 2. Please label the emergency overflow of the ponding area.

STORMWATER

1. All stormwater facilities shall be designed in accordance with Chapter 10, Section 93 of the City Code, the City of St Francis Private Development Standards, and the MPCA stormwater manual requirements – which require 3' of separation from the seasonal high ground water level to the bottom of the proposed infiltration practice. The proposed infiltration basin is located in close proximity to soil boring 24, which indicated groundwater was at an elevation of 897.7 at the time of drilling in February. The proposed design does not provide for the 3' of separation as required and shall be revised.
2. The impervious area listed in the Stormwater Management Plan narrative is 15.6 acres. 4.984 acres is used elsewhere in the report. The report shall be corrected to be consistent.
3. The east half of the site drains to the stormwater system designed with Rivers Edge 1st Addition. Corrective measures are required for Pond 6 and as-built grading plans are also required.

PRELIMINARY PLAT

1. As per Sewer and Water Utilities comment 3 above, sanitary sewer manholes are required to be located on the street centerline. Revise street and lot arrangement as necessary to allow for SMH7 to be located on street centerline.
2. The preliminary plat shall be revised to label bearing and distance of the exterior boundary lines of the plat.
3. The preliminary plat shall be revised to depict the existing watermain easement.

SUMMARY AND/OR RECOMMENDATION

We recommend approval subject to the conditions as listed herein.

Review No. 1

Hakanson Anderson

ENGINEERING REVIEW for City of St. Francis by Hakanson Anderson

Submitted to:	Dale Willenbring, Laketown Homes Marty Campion, Campion Engineering Services,
cc:	Joe Kohlmann, City Administrator Paul Teicher, Public Work Director Kate Thunstrom, Community Development Director Benjamin Gozola, City Planner Craig Jochum, City Engineer
Reviewed by:	Shane Nelson, Assistant City Engineer
Date:	August 13, 2019
Proposed Project:	Rivers Edge 3rd Addition
Street Location:	N 660 FT OF NE1/4 OF SEC 32 T34 R24, EX RD, SUBJ TO EASE OF REC
Applicant:	Laketown Homes
Owners of Record:	St Francis Land Development LLC
Jurisdictional Agencies: (but not limited to)	City of St. Francis, MPCA, Anoka County, MDH
Permits Required: (but not limited to)	City Approval, NPDES Construction Permit, MPCA Sanitary Sewer Extension Permit, MDH Water Extension, DNR Appropriation Permit

INFORMATION AVAILABLE

Rivers Edge Phase 2 SWMP, dated 7/31/18, prepared by Civil Methods, Inc.

Rivers Edge 2nd Project Manual, dated 5/2/18, Prepared by Campion Engineering Services, Inc.

Rivers Edge 2nd Addition Plan Set, dated 8/16/2018, prepared by Campion Engineering Services, Inc.

Rivers Edge 2nd Addition Plat, dated 8/16/2018, prepared by Wenck Associates

GENERAL COMMENT

1. All sheets are incorrectly labeled "Rivers Edge 2nd Addition". Please revise to "Rivers Edge 3rd Addition".

SEWER AND WATER UTILITIES

1. A call out shall be added at the connection of any tracer wire for non-conductive water main to a conductive watermain at their respective connections. There are two connections of PVC to DIP watermain at the intersection of 236th and Vintage as well as the north extension along the Vintage Street alignment.
2. City standards require sanitary sewer manholes to be located on the centerline of the street. SMH7 is not located in the centerline of the roadway, please revise as necessary.
3. Ends of sanitary sewer service stubs shall not be buried deeper than 10' at the end. Please update service end elevations.
4. The length of the watermain shall be labeled on the plans.
5. At hydrants, tracer wire shall be terminated with a Cobra Hydrant Flange Access Point (color red) by Copperhead Wire or approved equal. Please add a note to the plan.

GRADING AND EROSION CONTROL

1. Depict on the plans the 100-year flood plain and FEMA 100-year flood elevations.
2. The proposed grading and/or location of the infiltration basin must be revised. See Stormwater comment 1 below.
3. Access routes to infiltration basins and storm sewer shall be provided. Access routes must be at least 10 feet wide, must be contained within an easement, and have a longitudinal slope that does not exceed 8%. Access routes cannot cross wetlands. Clearly label the proposed access routes on the plans.
4. Please call out the Emergency Overflow elevations on Lot 1, Block 3 and Lot 4, Block 1.
5. The Emergency Overflow elevation (920.7) east of Block 3 must be revised to an elevation of 920.0 or lower to provide the required freeboard to the existing Lot 2, Block 3 Rum River Bluffs 2nd Addition.

STORMWATER

1. The impervious area listed in the Stormwater Management Plan narrative is 15.6 acres. 4.984 acres is used elsewhere in the report please revise.
2. Outflow for 100 year proposed includes discarded flow from infiltration.
3. All stormwater facilities shall be designed in accordance with Chapter 10, Section 93 of the City Code, the City of St Francis Private Development Standards, and the MPCA stormwater manual requirements – which require 3' of separation from the seasonal high ground water level to the bottom of the proposed infiltration practice. The proposed infiltration basin is located in close proximity to soil boring 24, which indicated groundwater was at an elevation of 897.7 at the time of drilling in February. The proposed design does not provide for the 3' of separation as required and shall be revised.

FINAL PLAT

1. The name of the final plat shall be revised to "Rivers Edge 3rd Addition".
2. The final plat shall be revised to depict the updated boundary of Outlot B, excepting the 6 lots proposed to be platted with the proposed Rivers Edge 2nd Addition.

SUMMARY AND/OR RECOMMENDATION

We recommend approval of the Final Plat and Construction Plans subject to the comments herein.

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

RESOLUTION 2019-XX

A RESOLUTION APPROVING AN AMENDMENT TO THE PLANNED UNIT DEVELOPMENT ESTABLISHED IN RESOLUTION 2018-14 INCLUDING PRELIMINARY PLAT APPROVAL FOR RIVERS EDGE PLANNED UNIT DEVELOPMENT

WHEREAS, the applicant, Dale Willenbring on behalf of St. Francis Land Development, LLC, has requested to amend the Rivers Edge PUD established in Resolution 2018-14 to include the property legally described as Outlot A of Rivers Edge; and

WHEREAS, the land to be added will be bound by the restrictions listed in Resolution 2018-14; and

WHEREAS, the Planning Commission on September 19, 2018, opened and closed a duly noticed public hearing and considered the applicant's submission, the contents of the staff report, public testimony, and other evidence available to the Commission; and made recommendations for consideration by the City Council; and

WHEREAS, the City Council on August 19, 2019, has considered the recommendations of Staff and the Planning Commission, the Applicant's submissions, the contents of the staff report, public testimony, and other evidence available to the Council.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the PUD amendment, preliminary plat, and associated documents for the 3rd Addition of the Rivers Edge Planned Unit Development based on the following findings of fact:

1. The proposed subdivision is consistent with the City's Comprehensive Plan. The development meets the density requirements specified in the Comprehensive Plan for the Low Density Residential land use category and provides for a variety of housing options to increase the life-cycle housing stock within the community.
2. The addition of the proposed site area will support the creation of a desirable and unified development within the expanded project boundaries.
3. The subdivision has been designed to protect the natural features on the site. The proposed lot layout protects the wetlands on-site and the shoreline of the Rum River.
4. Planned roadways include connections to adjacent developable land as required. The proposed preliminary plat provides for the northerly extension of Vintage Street NW and Undercliff Street NW from the Rum River Bluffs subdivision to the south.
5. The planned residential land uses are consistent with the existing land use to the south and the long-term planned land uses to the northeast. This area is planned for residential development.

6. The proposed side yard setback of 7.5 feet is consistent with the setbacks allowed in the 1st and 2nd Additions of Rivers Edge and provides more separation between buildings (15 feet) than required by Code (12 feet). All other lots standards and dimensions and setbacks are in conformance with underlying R-2 and urban Rum River Management district zoning requirements.
7. The proposed project will not significantly increase traffic volumes beyond that which was already anticipated with the guided and previously approved land use.
8. The plan will not create an excessive burden on parks, schools, streets, and other public facilities or utilities that are proposed to serve the development.
9. The proposed development will not have an undue and adverse impact on the reasonable enjoyment of the adjoining properties. This area is guided and planned for low-density residential use.
10. On-site and on-street parking opportunities will meet all needs within the development.

BE IT FURTHER RESOLVED that approval of the final plat and final PUD plan for the 3rd Addition of Rivers Edge shall be subject to the following conditions:

1. All technical changes or modifications required by the City Engineer in the Rivers Edge – Phase 2 Preliminary Plat memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer. Rearrangement of pads, if necessary to address engineering issues, may be administratively permitted provided the new pad arrangement still meets minimum Code standards for area, width, etc.
2. The applicant shall provide a landscaping plan consistent with the landscaping plans for the 1st and 2nd Additions as well as with Code Sections 10-20-4 and 10-82-7 prior to recording.
3. All easements, including the existing watermain easement, must be shown and labeled with dimensions on the preliminary plat.
4. The vacation of the drainage and utility easement over Outlot A shall be conditioned upon concurrent approval of the 3rd Addition preliminary plat.
5. Telephone, electric, and/or gas service lines are to be placed underground in accordance with the provisions of all applicable City ordinances.
6. All connections and laterals shall be designed to minimum City standards.
7. Future driveways should be located so as to preserve existing trees as much as possible.
8. Addresses for the individual homes should be posted at each driveway entrance.
9. All public utilities and facilities such as gas, electrical, sewer, and water supply systems in the floodplain district shall be flood-proofed in accordance with the building code or elevate to above the regulatory flood protection elevation.
10. New street signs will be required at all intersections at the developer's expense.
11. No entrance monuments are authorized for this development.
12. Street lights conforming to City specifications shall be installed at the locations approved by the City Engineer.
13. The applicant must identify and label the ordinary high water line and the floodplain on preliminary plans.
14. Applicant shall provide proof of ownership for the property.
15. Reference monuments shall be placed in the subdivision as required by state law.

16. All necessary permits (MPCA, NPDES, MDH, DNR appropriation, etc.) must be provided to the City before activity begins.
17. Build out of the Rivers Edge PUD shall be in accordance with all applicable conditions of the PUD Development Plan approval.
18. All necessary permits as may be applicable must be provided to the City before activity begins and/or before building permits are issued for individual lots.
19. The applicant shall be responsible for all costs associated with the final plat application.
20. All fees and financial obligations shall be received by the City prior to the releasing of the PUD amendment and preliminary plat for recording.

Approved and adopted by the City Council of the City of St. Francis on the 19th day of August, 2019.

_____
Steven D. Feldman, Mayor

_____ _____
Attest: Barbara I. Held, City Clerk Dated

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

RESOLUTION 2019-XX

A RESOLUTION APPROVING THE FINAL PLAT AND FINAL PLANS FOR THE 3rd ADDITION OF THE RIVERS EDGE PLANNED UNIT DEVELOPMENT

WHEREAS, the applicant, Dale Willenbring on behalf of St. Francis Land Development, LLC, has requested final plat approval for property legally described as Outlot A of Rivers Edge; and

WHEREAS, the PUD Development Plan Amendment and preliminary plat were approved by the City Council on August 19, 2019; and

WHEREAS, the final plat and final plans are in conformance with the approved PUD Development Plan and preliminary plat; and

WHEREAS, the City Council of the City of St. Francis on August 19, 2019, considered the final plat and final plan documentation.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Francis hereby approves the final plat, final PUD plan, and associated documents for the 3rd Addition of the Rivers Edge Planned Unit Development based on the following findings of fact:

1. The proposed subdivision is consistent with the City's Comprehensive Plan. The development meets the density requirements specified in the Comprehensive Plan and provides for a variety of housing options.
2. The subdivision has been designed to protect the natural features on the site and is not likely to cause substantial environmental damage.
3. The design of the subdivision and proposed improvements are not likely to cause serious public health and/or safety problems. All streets have been designed to City specifications.
4. The subdivision will not conflict with easements of record. The existing drainage and utility easement over Outlot A is hereby vacated and new drainage and utility easements are established by the approved final plat.
5. The proposed subdivision is not premature. There is existing infrastructure (roads and utilities) available for extension to the site which will adequately serve the development.
6. The proposed plans for the 3rd Addition are in substantial compliance with the approved PUD development stage plan and preliminary plat.
7. A developers agreement has been drafted by the City and negotiated with the developer to ensure completion of the development in accordance with City standards.

BE IT FURTHER RESOLVED that approval of the final plat and final PUD plan for the 3rd Addition of Rivers Edge shall be subject to the following conditions:

1. Build out of the Rivers Edge PUD shall be in accordance with all applicable conditions of the PUD Development Plan approval.
2. All technical changes or modifications required by the City Engineer in the Rivers Edge 3rd Addition memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer prior to recording of the final plat.
3. The applicant shall provide a final landscaping plan consistent with the landscaping plan included in the 3rd Addition PUD plans.
4. Applicant shall provide plans containing provisions to assure the continued operation and maintenance of all open space and service facilities to a pre-determined reasonable standard.
5. The applicant shall provide all necessary homeowner association documentation which shall be reviewed and approved as to form and content by the City Attorney.
6. All necessary permits as may be applicable must be provided to the City before activity begins and/or before building permits are issued for individual lots.
7. The applicant shall be responsible for all costs associated with the final plat application.
8. All fees and financial obligations shall be received by the City prior to the releasing of the final plat for recording.
9. The applicant shall record the final plat with the County Recorder within 30 days after the plat is approved. The applicant shall provide the City with a signed copy verifying County recording within forty (40) days of the date the plat of approval or the approval shall be null and void.

Approved and adopted by the City Council of the City of St. Francis on the 19th day of August, 2019.

_____
Steven D. Feldman, Mayor

_____
Attest: Barbara I. Held, City Clerk

_____
Dated

ORDINANCE NO. XXXXXX

CITY OF ST. FRANCIS
ANOKA COUNTY

AN ORDINANCE APPROVING REZONING OUTLOT A RIVERS EDGE NORTH FROM R-2 URBAN SINGLE FAMILY RESIDENCE TO RIVERS EDGE PLANNED UNIT DEVELOPMENT

WHEREAS, on August 18, 2018, Dale Willenbring on behalf of St. Francis Land Development, LLC applied for a rezoning for the property legally described as Outlot A of the of the Rivers Edge subdivision; and

WHEREAS, the subject site is currently zoned R-2; and

WHEREAS, the subject site was included in the conceptual development plans for the Rivers Edge subdivision; and

WHEREAS, the applicant is proposing to rezone the property to Rivers Edge PUD; and

WHEREAS, the applicant is proposing to subdivide the site to create 30 single-family lots; and

WHEREAS, on October 17, 2018, 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 October 17, 2018, the Planning Commission unanimously recommended approval of the requested rezoning; and

WHEREAS, the City has considered the proposed project as it might affect public health, safety, or welfare and found that the project will not negatively impact the public health, safety, or welfare; and

WHEREAS, the City Council studied the practicality of the request, taking into consideration the present and future development of the property and the requirements of the Zoning and Subdivision Ordinances, and other official controls.

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

Section 1. St. Francis Zoning Map is amended to zone the property at Outlot A of Rivers Edge from R-2 Urban Single Family Residence to Rivers Edge Planned Unit Development.

Section 2. This ordinance shall become effective after publication.

Approved and adopted by the City Council this 19th Day of August, 2019.

SEAL

CITY OF ST. FRANCIS

By: _____
Steven D. Feldman, Mayor

Attest: _____
Barbara I. Held, City Clerk

Published in the *Anoka County UnionHerald* _____.

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

RESOLUTION 2019-XX

A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR THE CONSTRUCTION OF PUBLIC ROADS WITHIN THE RUM RIVER MANAGEMENT DISTRICT

WHEREAS, the applicant, Dale Willenbring on behalf of St. Francis Land Development, LLC, has requested a conditional use permit for the construction of public roads throughout the property legally described as Outlot A of Rivers Edge; and

WHEREAS, the site is located in the Rum River Management district; and

WHEREAS, City Code 10-82-5B and MN Statute consider public roads to be special uses and require a CUP for their construction; and

WHEREAS, on October 17, 2018, 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 October 17, 2018, the Planning Commission unanimously recommended approval of the requested Conditional Use Permit; and

WHEREAS, the City Council of the City of St. Francis on August 19, 2019, considered the requested Conditional Use Permit and how it might affect public health, safety, or welfare and found that 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 Conditional Use Permit for the construction of public roads within the Rum River Management District based on the following findings of fact:

1. The proposed development is consistent with the City's comprehensive plan. The applicant is proposing to use this land for single-family residential development. The proposed roads provide access for each of these lots.
2. The proposed development is compatible with the present and future land uses of the area.
3. The proposed use conforms with all performance standards contained in this Ordinance.
4. The proposed streets can be accommodated with existing public services and will not overburden the City's service capacity. The new wastewater treatment facility has enough capacity to serve these lots.
5. The proposed streets will meet the needs of the traffic generated by the 3rd Addition of Rivers Edge.

6. The proposed streets meet the standards and criteria listed in MN Rules 6105.0200 for street design, construction, and maintenance in a wild and scenic district.
7. The proposed streets have been designed to City standards.

BE IT FURTHER RESOLVED that approval of the Conditional Use Permit for the construction of public roads in the Rum River Management District shall be subject to the following conditions:

1. All items pertaining to public roads listed in the City Engineer's Rivers Edge – Phase 2 Preliminary Plat memo dated August 13, 2019 shall be addressed to the satisfaction of the City Engineer prior to approval of the CUP.
2. Applicant shall install a 5-foot sidewalk on at least one side of every street in the 3rd Addition of Rivers Edge as approved by the City Engineer. The sidewalks shall connect to existing sidewalks in the Rum River Bluffs development.
3. Effective erosion and sedimentation control programs shall be conducted during all clearing, construction, or reconstruction operations in order to prevent the degradation of the river and its adjacent lands.
4. Construct at times when local fish and wildlife are not spawning or nesting.
5. The applicant must adhere to applicable federal and state safety regulations with regard to new road construction or reconstruction of an existing road.
6. If possible, natural vegetation of value to fish or wildlife, and which does not pose a safety hazard, shall be allowed to grow in the roadside right-of-way.
7. Where vegetation has been removed, new vegetation consisting of native grasses, herbs, shrubs, and trees should be planted and maintained on the roadside right-of-way.
8. Chemical control of vegetation is discouraged. But where such methods are justified, chemicals used and the manner of their use must be in accordance with rules, regulations, and other requirements of all state and federal agencies with authority over their use.
9. All necessary permits as may be applicable must be provided to the City before activity begins and/or before building permits are issued for individual lots.
10. The applicant shall be responsible for all costs associated with the Conditional Use Permit application.
11. All fees and financial obligations shall be received by the City prior to the releasing of the Conditional Use Permit for recording.
12. The applicant shall record the Conditional Use Permit with the County Recorder.

Approved and adopted by the City Council of the City of St. Francis on the 19th day of August, 2019.

_____
Steven D. Feldman, Mayor

_____
Attest: Barbara I. Held, City Clerk

_____
Dated

City of St. Francis

CITY COUNCIL AGENDA REPORT
Agenda Item #:
9 C

TO: Joe Kohlmann, City Administrator
FROM: Paul Teicher, Public Works Director
SUBJECT: **Street Lighting for Crosswalks on Pederson Drive**
DATE: August 19, 2019

OVERVIEW: Staff was asked to review the night time street lighting for the crosswalks just west of County Market on Pederson Drive and just east of Fox Street on Pederson Drive. There is no street lighting to illuminate either of these crosswalks. Connexus was asked to explore some possible solutions for lighting and came back to staff with a proposal to light these 2 crosswalks with a single LED cobra head light fixture attached to a wood pole above each. This proposal will use some existing infrastructure to keep overall costs down. The total cost of this unanticipated project would be **$6706.75**. Monthly maintenance fees would be **$6.76 per light.**

ACTION TO BE CONSIDERED: Authorize Public Works Director to order work to be completed as proposed by Connexus Energy.

BUDGET IMPLICATION: There are funds available to complete this work in the street lighting line item of the Street Yearly Operation and Maintenance Budget.

Attachments: Light location map, lighting exhibit, Connexus condition of service agreement, Connexus energy and maintenance agreement, Connexus proposal.

0 263 Feet

BOLTON & MENK

Real People. Real Solutions.

Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of St. Francis is not responsible for any inaccuracies herein contained.

© Bolton & Menk, Inc - Web GIS 5/23/2019 5:32 PM

City of St. Francis

Map Name

CONNEXUS® ENERGY
Your Community Energy Partner

14601 Ramsey Boulevard
Ramsey, Minnesota 55303
763.323.2600
Fax: 763.323.2603
www.connexusenergy.com
info@connexusenergy.com

your most powerful membership™

OUTDOOR LIGHTING SYSTEM CONDITIONS OF SERVICE

City of St Francis
23340 Cree St NW
Saint Francis MN 55070

SORD000W1901502

RE: Pederson Dr Crosswalk Lighting

The enclosed outdoor lighting quote is valid for 120 days. If you accept the quote and elect to move forward with the project, full payment is required prior to the installation. There could be additional winter construction charges if your outdoor lighting system is installed between November 1st and April 1st. Connexus Energy reserves the right to revise charges due to circumstances beyond our control.

Your outdoor lighting system will be connected before your electric meter and qualifies for Connexus Energy's Outdoor Lighting Energy & Maintenance rate. This rate adheres to Connexus Energy's published rate schedule, and is subject to change without notice.

Connexus Energy will provide full maintenance on your outdoor lighting system for a period of 25 years, (subject to the terms and conditions of Connexus Energy's outdoor lighting policies.

Connexus Energy is not responsible for restoring, to its original condition, the lawn, yard, land, etc., which might be disturbed during installation. We will, however, make all reasonable attempts to minimize site damage during installation.

Consumer is responsible for marking all privately owned utilities (i.e. well, septic system, invisible fencing, etc.)

Enclosed is a copy of the outdoor lighting design for your review. Please indicate your acceptance of this quote and design by signing on the line below and returning this document, along with your payment and payment voucher, in the envelope provided.

Due to the long lead time required to obtain materials, please return this document at your earliest convenience.

Sincerely,

Becky Bergherr
Engineering Services Specialist

_____ _____
SIGNATURE DATE

_____
PRINT NAME HERE

CONNEXUS® ENERGY
Your Community Energy Partner

14601 Ramsey Boulevard
Ramsey, Minnesota 55303
763.323.2600
Fax: 763.323.2603
www.connexusenergy.com
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Revised

Outdoor Lighting

Energy and Maintenance Agreement

City of St Francis
23340 Cree St. NW
St Francis, MN 55070

Account #454468-241887

Location: Pederson Drive Crosswalks (Service order: SORD000W1901502)

Connexus Energy shall provide the energy and maintenance for the outdoor lighting system as detailed below:

- (2) 135W LED Cobra fixture installed on a wood pole

The current energy and maintenance rate for these fixtures is $6.76 per month, per fixture. This rate adheres to Connexus Energy's published rate schedule, and is subject to change.

Maintenance of the fixtures, including lamp replacement, will be provided by Connexus Energy for a period of 25 years (According to Connexus Energy's Outdoor Lighting Guidelines). If, in Connexus Energy's opinion, after 25 years, the condition of the outdoor lighting system is such that replacement or significant renovation is necessary (due to deterioration from age), the customer will be responsible for the replacement cost.

Please indicate your acceptance of this monthly Energy and Maintenance Agreement by signing on the line below and return in the envelope provided.

Sincerely,

Becky Bergherr
Engineering Services Specialist

August 14, 2019

_____ _____
(Accepted By) (Date)

_____ _____
(Print Name) (Title)

Connexus® Energy
14601 Ramsey Boulevard
Ramsey, MN 55303

763.323.2740
Fax: 763.712.3878
www.connexusenergy.com
engineering.services@connexusenergy.com

Outdoor Lighting New Construction

Quote Number	LGT0000629
Date	8/14/2019
Customer ID	454468
Service Order	SORD000W1901502
Representative	beckberg
Page	1

Bill To: ST FRANCIS CITY OF
23340 CREE ST NW

SAINT FRANCIS MN 55070

Re: Outdoor Lighting System at: STREET LIGHTS

Thank you for your Outdoor Lighting request. Listed below are the estimated charges that includes the cost of all materials and labor. Payment is required upfront before construction will be scheduled. Installation of your outdoor lighting system is subject to the enclosed Conditions of Service. Please review the documents and include a signed copy along with your payment.
Winter construction fees may apply between November 1st and April 1st. To avoid fees, requirements must be met prior to November 1st.
Payment must be made by check or money order.
Do not combine payment for this invoice with electric service payments or application may be delayed.

Quantity	U of M	Unit Price	Description	Ext. Price
1	EA	$1,427.00	COMPLETE LIGHT FIXTURE(S)	$1,427.00
1	EA	$1,067.00	TRANSFORMER	$1,067.00
2	EA	$352.00	SECONDARY RISER	$704.00
175	FT	$8.25	FOOTAGE UG	$1,443.75
100	FT	$10.30	BORING CHARGE	$1,030.00
1	EA	$25.00	PERMIT ADMINISTRATION FEE	$25.00
1	EA	$150.00	PERMIT	$150.00
1	EA	$860.00	LUMINAIRE(S)	$860.00

beckberg 8/5/2019 10:45:27 AM
Pederson Drive Crosswalk Lighting

Subtotal:	$6,706.75
Tax:	$0.00
Total:	$6,706.75

---------- Detach Along Line ----------

Please Remit with Payment!

Customer Number: 454468
Amount Due: $6,706.75

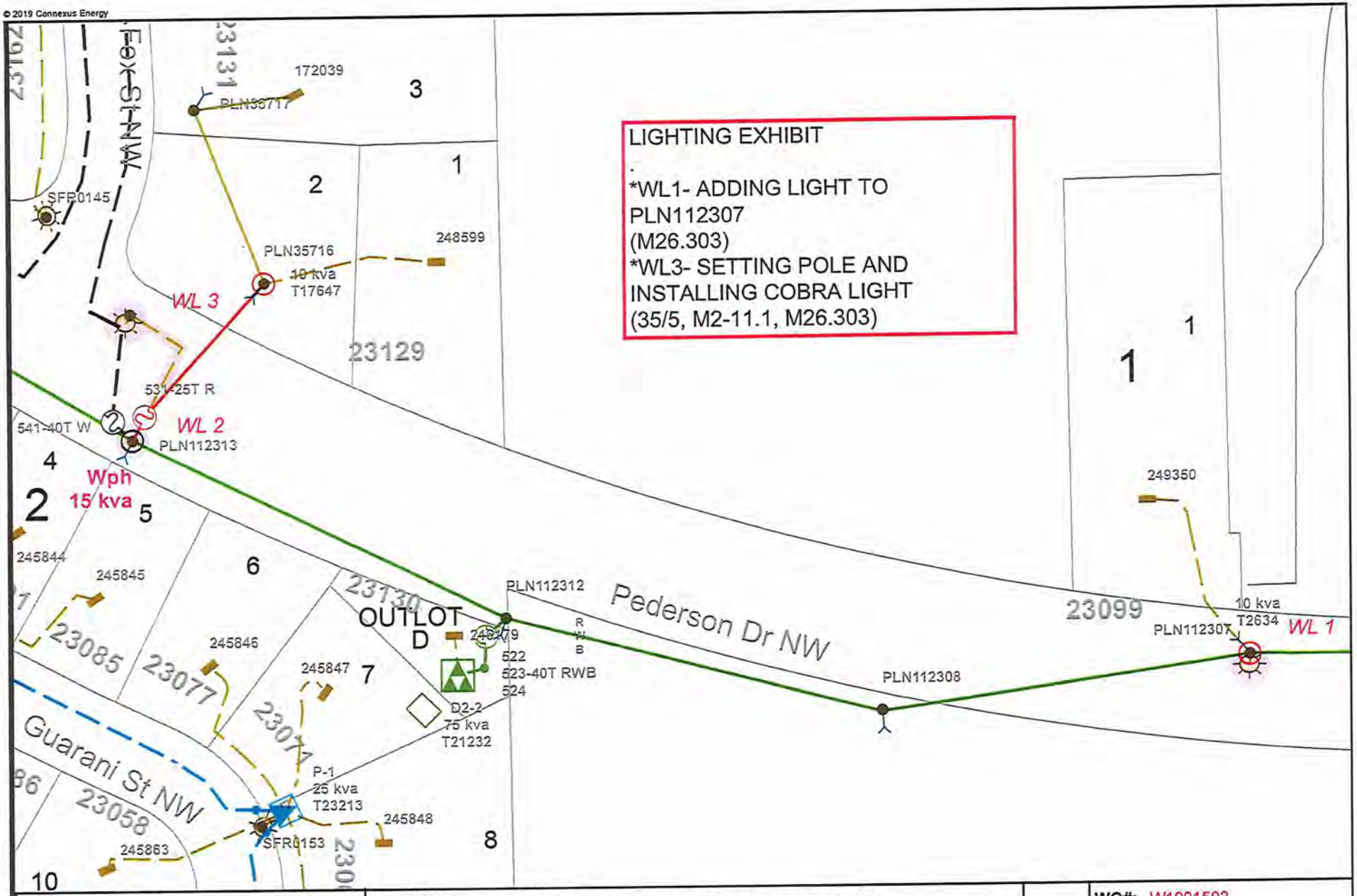
Quote: LGT0000629
Service Order: SORD000W1901502
Due Date: Upon Receipt

Remit To: Connexus Energy
Attn: AR Accounting
14601 Ramsey Blvd
Ramsey, MN 55303

ST FRANCIS CITY OF
23340 CREE ST NW

SAINT FRANCIS MN 55070

© 2019 Connexus Energy



CONNEXUS® ENERGY
14601 Ramsey Blvd.
Ramsey, MN 55303

THIS PRINT REPRESENTS THE LOCATION OF ELECTRICAL FACILITIES AS OF THE PRINTED DATE TO THE BEST OF OUR KNOWLEDGE. THIS INFORMATION IS INTENDED FOR GENERAL USE ONLY AND IS NOT TO BE USED FOR EXCAVATION PURPOSES. STATE LAW REQUIRES ANYONE DIGGING, GRADING OR EXCAVATING TO OBTAIN A FIELD LOCATION OF ALL UTILITIES. CALL GOPHER STATE ONE CALL FOR A FIELD LOCATION AT 1-800-252-1166.

ST FRANCIS-PEDERSON DRIVE CROSSWALK LIGHTING

Addr: STANFORD, ATHENS/ST FRANCIS, BETHEL/ISANTI,ANOKA

City: -

T/R/S: T34 R24 S31

Crew Sign Off: _____ **Date:** _____

1:1,100

WO#: W1901502
Date: 7/30/2019
Designer: JENNIE WEISS
763-286-1322

City of St. Francis

Streets and Parks Monthly Report – July 2019

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.	22	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	10.1	Miles
Parks	Park Inspections	Inspect equipment, buildings, and trees.	95	Inspections
Parks	Events	Preparation and Inspection	23	5 misc. 18 ball games
Parks	Fertilizing		0	Acres
Parks	Mowing	City Parks and Property	238	Acres
Streets	Signs	Signs Installed or Repaired	14	Number of Signs
Streets/Parks	Callouts	Response for service requests outside normal working hours.	5	2 Streets 1 Park 1 Recycle 1 Sewer
Streets/Parks Sewer/Water	Equipment Repair	Anything Beyond Normal Maintenance, Fabrication, etc.	6	Hours
Streets/Parks Sewer/Water	Equipment Maintenance	Greasing, Washing, etc.	36	Hours
Storm Water	Cleaning Catch Basins	Remove debris and ice from catch basins.	28	Number of Catch Basins
Storm Water	Street Sweeping	Sweeping of city streets and parking lots.	172	Yards
Streets/Storm Water	Shoulder Disking	Shoulder disking gravel roads, pulling gravel back on road.	0	Tons
Parks	Ball Fields	Dragging Ball Fields	38	Times
Parks	Trail Mowing	Mowing Along Walking Trails	48.6	Miles
Parks	Fountain	Clean Fountain at Woodbury Park	5	Time
Streets	Ditch Mowing	Mowing Along Roadway	0	Miles
Parks	Ice Rinks	Applying Water On Rinks	0	Gallons

Parks	Vandalism	Damage to City Property	6	Hours
Parks	Playground	Install Woodchips	0	Yards
Parks	Leaf Pick-up	Picking Up Leaves in Parks	9	Yards
Recycling	Meeting	With Anoka County	1	Meeting
Recycling	Event	LePage Recycling Event & Free Shred Event/Leaf Event	1	Event

City of St. Francis

Water and Sewer Monthly Report – July 2019

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	Inspect Facility Daily	Facility Inspection	18	Inspections
Water	Operational Hours	Hours spent at facility	18	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.	66	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 Treatment Report**			
		Total Raw Water	21.7	Million Gallons
		Total Finished Water	20.8	Million Gallons
		Finished Water Sold	19.34	Million Gallons
		Accounted Water %	93	%
		Oak Grove Water Use	4.02	Million Gallons
		Average Daily Flow	.670	Million Gallons
		Average Chlorine	.41	Mg/l
		Average Raw Iron	1.29	Mg/l
		Average Raw Manganese	.097	Mg/l
		Average Fluoride	.71	Mg/l
		Iron Removal	98	%
		Manganese Removal	71	%

Wastewater	**Wastewater Treatment Report**			
Wastewater	Monthly Sampling	Perform required monthly sampling: 8 Influent 30 Constituents); 8 Effluent (40 Constituents: 4 monitoring, 29 constituents.	99	Constituents
Wastewater	Operational Hours	Hours spent at facility.	180	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	9.3	Million Gallons
		Total Effluent	8.9	Million Gallons
		Reuse Effluent	.905	Million Gallons
		Influent TSS	324	Mg/l
	Limit: (15mg/l)	Effluent TSS	1.3	Mg/l
	Limit: (85 %)	**TSS % Removal**	**99**	**% Removal**
		Influent CBOD	323	Mg/l
	Limit: (15 mg/l)	Effluent CBOD	0	Mg/l
	Limit: (85 %)	**CBOD % Removal**	**100**	**% Removal**
		Influent Phosphorus	4.6	Mg/l
	Limit: (1 mg/l)	Effluent Phosphorus	0	Mg/l
		Phosphorus % Removal	**100**	**% Removal**
		Influent Ammonia Nitrogen	23.5	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	105	Utility Locate Requests

Water/Sewer	Meter Readings	Monthly Meter Readings for City Owned and Large Users	52	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect Water and Sewer	4	Inspections
Water/Sewer	Water Miscellaneous	Work orders: re-reads, high	21	Work Orders
Re-reads	Re-read Meters	Re-read Meters	50	Meters
Water/Sewer	**Monthly Projects**			
Water Tower	Semi-Yearly Cleaning	The water tower was taken out of service for cleaning and inspection.	3	Days
WTP	VFD Failure	A VFD failed. The failed unit was replaced.	1	VFD
Water Meters	Project Meeting	Discussion on the radio read meter project.	6	Hours
Hydrants	Hydrant Painting	Hydrant painting was completed.	55	Hydrants
Wastewater	Wastewater Conference	Staff attended a two-day wastewater conference for certification hours.	2	Days
WWTP	Aeration Basin #3 Cleanout	Clean out basin to be put into service. Aeration basin #1 is next.	3	Days
WWTP	Biosolids Agreement	Coordinate start time and set up for biosolids processing.	2	Days
WWTP	Tri-annual Monitor Well Testing	Three times a year, the four monitoring wells have to be sampled at the WWTP.	4	Wells
WWTP	Solenoid Valve Replacement	Four Valves failed and have been replaced.	4	Valves
DL-6 Lift Station	Pulled Pumps	Pulled pumps due to plugging caused by rags.	8	Pumps

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