CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
August 6, 2018
ISD #15 CENTRAL SERVICE CENTER
4115 Ambassador Blvd NW
6:00 pm

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CONSENT AGENDA - *All matters listed within the Consent Agenda are considered routine items to be enacted upon by one motion by the City Council. Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion with no further discussion by the Council. Any item may be removed by any Council Member, staff member or person from the public for separate consideration.*
   A. City Council Minutes – July 16, 2018
   B. City Council Work Session Notes- July 23, 2018
   C. Fast Break Saints - Gambling Permit/Bingo @ SF American Legion 12/01/2018
   D. SF Lions Club – Gambling Permit/Bingo @ SF American Legion 10/6 & 11/17/2018
   E. Contract for School Resource Officer with ISD #15 for 2018-2019
   F. Declaring 2014 Dodge Charger as Surplus Property – Resolution 2018-26
   G. Authorization Not to Waive the Statutory Tort Liability Limits to the extent of the coverage purchased with LMCIT
   H. Release of Development Agreement Turtle Ridge Townhomes
   I. Payment of Claims
   J. Routine Sewer Cleaning (Jetting)
   K. Routine Bobcat Buyback –Bobcat S570 Skid Loader

5. MEETING OPEN TO THE PUBLIC

6. SPECIAL BUSINESS
   A. Minnesota GreenStep City Program Participation Presentation

7. PUBLIC HEARINGS
   A. Capital Improvement Plan 2019-2023

8. OLD BUSINESS

9. NEW BUSINESS
   A. Kings Hwy/Riverbank Lane – Res. 2018-27 Receiving Report and Calling for a Hearing on Street Improvement

10. MEETING OPEN TO THE PUBLIC

11. REPORTS
   A. Councilmember Reports -
   B. Upcoming Events –

Aug 7	Night to Unite 5:00-8:00
Aug 14	State Primary Polls Open 7 am to 8 pm
Aug 15	Planning Commission Meeting @ 7 pm
Aug 20	City Council Meeting @ 6 pm

12. ADJOURNMENT

TO: Mayor & City Council

MEMO

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – August 6th, 2018 Council Meeting

Agenda Items:

4. **CONSENT AGENDA:**
   a. *City Council Minutes* – July 16th, 2018

   b. *Worksession Notes* - July 23rd, 2018

   c. *Gambling Permit Acknowledgement* – St. Francis Fast Break Saints have applied for an exempt permit to hold a bingo event on December 1st, 2018 at the American Legion.

   d. *Gambling Permit Acknowledgement* – The St. Francis Lions Club has applied for an exempt permit to hold two bingo events at the American Legion on October 6th, 2018 and November 17th, 2018.

   e. Contract for School Resource Officer - 2018-2019 School Resource Officer Contract with ISD #15. Two school resource officers for **$140,357.**

   f. Declaring 2014 Dodge Charger as Surplus Property – **Resolution 2018-26 Declaring Surplus Property and Authorizing the Disposal of Said Property.**

   g. *Do not waive Statutory Liability Limits* – The City has historically chosen not to waive the statutory liability limits. The limits are $500,000 per claimant and $1.5 million per occurrence.

   h. *Release of Development Agreement* – Turtle Ridge Townhomes has requested to be released from their Development Agreement with the City. The Development Review Committee is recommending a motion to authorize entering into the release of development agreement provided in the packet.

   i. *Payment of Claims* –

   j. *Sewer Jetting* – Staff has received a low quote of $18,075.

   k. *Routine Bobcat Buyback* – Bobcat Skid loader trade.

6. **Special Business:**
   A. *Minnesota GreenStep City Program Participation* – A representative of GreenStep will present the City with an award.

7. **PUBLIC HEARINGS**
   A. *Capital Improvement Plan* – 2019 – 2023 Public Hearing. Opening the Public Hearing. Take comments from the Public. Close the public comment portion. Discuss the agenda item amongst the City Council. Approve, deny or table the Capital Improvement Plan.

8. **OLD BUSINESS**
   A. None

9. **NEW BUSINESS**

   A. *Kings Highway / Riverbank Lane* – **Resolution 2018-27 Resolution on Receiving Feasibility Report and Calling Hearing on Improvement.** Call for a Public Hearing on the matter for September 4th. The City will send out notices to the impacted property owners.

11. **Reports:**

   A. Council Member Reports
   B. Attorney Report –

12. **Adjournment**

CITY OF ST. FRANCIS
ST. FRANCIS MN
ANOKA COUNTY
CITY COUNCIL MINUTES
July 16, 2018

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: Rich Skordahl, Robert Bauer, Mayor Steve Feldman, Joe Muehlbauer
Members Absent: Jerry Tveit

Also present: Assistant City Attorney Dave Schaps (Barna, Guzy & Steffen), City Engineer Craig Jochum (Hakanson Anderson), City Administrator Joe Kohlmann, Community Development Director Kate Thunstrom, Police Chief Todd Schwieger, Public Works Director Paul Teicher, Liquor Store Manager John Schmidt, Finance Director Darcy Mulvihill and Acct Tech/Deputy Clerk Lori Streich.

3. **APPROVAL OF AGENDA**
MOTION TO APPROVE TONIGHT'S AGENDA BY MUEHLBAUER, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

4. **CONSENT AGENDA** - *All matters listed within the Consent Agenda are considered routine items to be enacted upon by one motion by the City Council. Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion with no further discussion by the Council. Any item may be removed by any Council Member, staff member or person from the public for separate consideration.*
A. City Council Minutes – July 2, 2018
B. Appoint Election Judges for the State Primary and General Election – Resolution 2018-24
C. SF Dance Team Parent Booster Club – Gambling Permit/Raffle @ SFHS 09/10/2018
D. St. Francis Area Chamber of Commerce – Circus Wednesday, July 25 @ SF Elementary School 5:00 pm & 7:30 pm
E. Payment of Claims $495,239.91 (ACH #232E – 234E; $315,177.45) Chk #074447 – 074510; $180,062.46)

MOTION TO ACCEPT THE CONSENT AGENDA BY BAUER, SECONDED BY MUEHLBAUER; ALL IN FAVOR, MOTION PASSES.

5. **MEETING OPEN TO THE PUBLIC**
Nothing

6. **SPECIAL BUSINESS**
Nothing

7. **PUBLIC HEARINGS**
Nothing

8. **OLD BUSINESS**
Nothing

9. NEW BUSINESS

A. 2018 Street Reconditioning Project – Res 2018-25 Relating to Parking Restrictions on Lipan Street
B. Street Mill and Overlay Street Project – Plans and Specifications Resolution 2018-26
C. Additional Skin Patching – Routine Street Maintenance
D. City Buildings
E. Fire Station Building Maintenance

A. 2018 Street Recondition Project – Res 2018-25 Relating to Parking Restrictions on Lipan Street

City Engineer Craig Jochum explained the 2018 Street Reconditioning Project and said that 230th, Jivaro and Lipan were constructed first and then put on the state aid system. They were constructed under city standards, not necessarily state aid standards, and do not have that width required to park on both sides so as part of the plan of approval, MNDOT is looking for this Resolution to be approved. It would limit no parking on Lipan on the west side.

Feldman asked if this would affect any of the residents living there.

Jochum answered that there aren't any houses along that side.

Muehlbauer said that his biggest concern is that emergency vehicles are able to get through.

Jochum said that is what the total widths are based on.

MOTION TO ACCEPT THE 2018 STREET RECONDITIONING PROJECT – RESOLUTION 2018-25 RELATING TO PARKING RESTRICTIONS ON LIPAN STREET BY MUEHLBAUER, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

B. Street Mill and Overlay Street Project – Plans and Specifications Resolution 2018-26

Engineer Jochum described the mill and overlay street project for Guarani Street NW from Pederson Drive NW to Makah Street NW; Jivaro Street NW from Pederson Drive NW to 230th Avenue NW; Lipan Street NW from Pederson Drive NW to 232nd Lane NW. All of the streets will be paved with municipal state aid funds except Guarani. One thing to note is the current state aid balance is just under 1.56 million and you need to spend at least that under 1.5 million by the end of the year or you will be penalized about $19,000.

Mayor Feldman asked why the price jumped around as shown on page 36 of the packet.

Jochum said that when you are putting together a 5 year CIP, it's pretty hard to get an exact cost. Basically it is saying that we have enough money or we didn't plan for enough money in the CIP to cover this project. It actually is right now projected to be $16,000 under that.

Bauer asked if there would be any assessments on this type of mill and overlay.

Jochum said this is the type of project that they took out of the assessment policy because it will be funded by the MSA.

Skordahl said that in the comment they mentioned tacking on Lipan Street, the 90 degree corner on the north side of the map, 232nd and Lipan, and asked if there was a reason why they are stopping there? Is that where it's the worst?

Teicher said that is correct. It's opening up and in poor condition. The rest of that development is part of the street consortium. Crack filling and sealcoating will happen this year as well. The overall condition of the rest of the streets in that area is that sealcoating would provide us significant repair into the future.

MOTION TO APPROVE THE STREET MILL AND OVERLAY STREET PROJECT – PLANS AND SPECIFICATIONS RESOLUTION 2018-26 BY BAUER, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

C. Additional Skin Patching – Routine Street Maintenance

Teicher explained the updated quotes that they received for some additional skin patching that they would like to do throughout the city. This is routine street maintenance, and when they first put together their packet for their contractors in the spring, they underestimated how much skin patching would be needed. They are hopeful that this next swing of $10-$15 thousand will do the remaining skin patching throughout the city.

Feldman said that $30,000 was budgeted for this but they are only going to use the extra, which is between $10 & $15 thousand, which is a good cushion.

Teicher said what they have been doing for the asphalt repair and maintenance this year with the street consortium, since it is new, is working backwards with these numbers. They wanted to make sure that their original dollar amount that they had budgeted for crack filling and seal coating within the street consortium was covered. From there they have been working backwards, doing some additional crack filling, pothole patching, skin patching or replay. Replay is a soy base product that adds more oil and they would like to start using more regularly. They are not quite there yet, but will be adding replay into their routine maintenance. This would be applied onto the newer asphalt roads and rejuvenates the road, adding more flexibility so that the roads don't crack as much, therefore they do not see as much crack filling required. It would provide longevity to these roads.

Feldman asked if any other cities were using Replay right now.

Teicher said that Hutchinson is using it and some counties further south are using the Replay product on a regular basis.

Skordahl questioned the comment that states that staff and contractor underestimated the amount of skin patching needed to be completed throughout the city. So we had an estimate, and now we are coming back and asking for two times the amount of the original estimate. How did we estimate too low and were we surprised.

Teicher said that skin patching is a throw and go type of application. Contractors give this in a priced per ton as they are putting the product down. Potholes will vary in depth, so we don't always know what the quantities are going to be on something like this. That's why it's difficult to estimate how much is going to be required for those repairs. They were surprised at the quantities required to get them as far as it did. They gave contractors a "not to exceed" price the first time around, and that was quickly met. They stopped them and wanted to re-evaluate where we were at and make sure they had the budget to finish pothole patching throughout the city.

Skordahl commends them on stopping and re-evaluating. Contractors are going to work more efficiently if they are allowed to just keep going. He questioned if in the end if this will be on par with what we typically do in a year.

Teicher said this is more this year. Typically they will do between $5 & $10 thousand but as our streets continue to age they are finding the harsher winter is not doing us any favors. Definitely more patching than they had expected.

Bauer said that the way he understands it is that you budgeted, there's $30,000 left but this portion of road repair needs extra funds. He likes the idea of doing this work and stopping, not exceeding a certain amount, and re-evaluating it.

Teicher said this is all routine maintenance for our roads. Their approach has always been that they are going to maintain and try to fix potholes as they come up. It's not something they would like to avoid or wait for any length of time because they are only going to get worse.

Feldman said that this is why the road plan that they are coming up with will all work hand in hand and these costs will be less as the roads are repaired. He asked Teicher how they come up with the numbers that they need.

Teicher said that typically the first roads chosen for the pothole repairing is the parade route for Pioneer Days. They want to make sure that parade route is taken care of first for anyone that is marching or driving. From there they pick their next worst spots and work their way out. There are also calls from residents that they will address. Teicher wanted to point out that the street supervisor did some calculations this last time the contractor was here and the amount of time between their machine, which is a dump truck with a hot box to maintain the temperature of the asphalt so they can work with it longer, along with two guys and a roller, that at this $975 per ton, we are paying them about $300/hour. Teicher thought that was a very reasonable price.

Feldman asked if there was a way to be closer in the estimates?

Teicher answered that what they do focus on as far as precise estimates would be situations where they will use infra-red patching or patch around a structure that they will actually cut out or measuring a spot and performing a task, and those are more specific estimates that they can get for those spots. Skin patching is harder because it is a throw and go situation and the holes vary in depth. They try and drive around and take inventory of where they are so they know which streets the contractor will be on but it's still very difficult to give a dollar amount.

MOTION TO APPROVE ADDITIONAL SKIN PATCHING, NOT TO EXCEED $17,000 BY BAUER, SECONDED BY FELDMAN; ALL IN FAVOR, MOTION PASSES.

D. City Buildings

Teicher explained the city building project that they had been working on for quite a while, and that they had talked in the spring about getting some direction on all of our city facilities, what each facility has to offer, and creating a plan to move forward with the efficient use of these facilities. Their main focus revolves around the fire station. Quite a few needs have been identified at the fire station and they've decided they should really take a look at all of our facilities and put together a plan that can move us into the future. Then we know we are making a good investment into each one of these buildings. The estimates that have been collected, will help council make those decisions.

Bauer understood that we are looking at a long range plan to move the city forward whether we consolidate buildings, or move the city hall into a fire station Tahj Mohall, or whatever the residents want to call it. This is a professional plan kind of like the comp plan. He likes the idea for this. He's all about not spending money to rebuild or refurbish a building that we are going to have a study to determine if we will keep it or leave it. He's ok with the idea that they need to do the study. Until this study comes back and says we can keep the fire station or it needs to be rebuilt and from his experience of being inside of it, it may be overdue. He believes that the city needs to do a comprehensive study to figure out if buildings need to be consolidated, and which buildings need to stay and which need to go.

Feldman said if we do the study and it comes back saying that a building is at a point beyond the 50% to repair or replace, we still may not be able to do that for years to come. We would still have to line up the money, whether that be through grant money or somewhere else that it may be coming from, so it could still be five years down the road. In the meantime, those problems in the building need to be solved. Basically this is a road map. When we see an item that we need, we plan ahead. Anything that this plan says is not going to be immediate. It has to come together with staff and finance and it has to make sense to come together.

Skordahl said that the price tag seems kind of expensive when you first look at it. It ends up being about $100 an hour, which you are buying two people full time for five weeks to do a study involving utility rates, and going through all of our buildings. These people are knowledgeable on ADA standards and there's a lot of things that they can do that we cannot do in house. Several years ago we didn't have plans on the shelf to help guide future decisions. This is one of them that's long overdue. As Mayor Feldman had said, this isn't something that will be implemented overnight, but if you don't start thinking about this stuff now, we will be faced with a critical decision later. The price is already budgeted, so he thinks they should go ahead with it.

Feldman said that this sets a base line. You have to have a starting point to know where you are going. We budgeted $60,000 for this and the proposal is for $42,960. We have leftover money of $17,000.

Muehlbauer said we need to be planning and preparing for it and having that road map and guidance for future council. As already stated, nothing is going to get torn down overnight. We have to maintain what we have until we are prepared to do such a thing.

MOTION TO APPROVE THE CITY BUILDING PLAN INSPECTIONS WITH PEARL ARCHITECTURE FOR $42,960 BY MUEHLBAUER, SECONDED BY BAUER; ALL IN FAVOR, MOTION PASSES.

E. Fire station building maintenance

Teicher explained that this item is also related to the fire station and the remaining dollar amount of approximately $17,000 of the budgeted money for the study. Public Works staff, along with the Fire Chief took a look at the building and with the new leadership, have evaluated their utility bills and tried to find some ways to create some efficiencies, lower the utility bills and address some of the conditions that are starting to deteriorate within the facility. They put together a list of potential items that need to be addressed and picked the top priorities and put them together in tonight's packet for Council to consider. Teicher explained that there is a transposed number listed under miscellaneous repairs, shown in the middle of the first page on the Agenda Memo for $2,650 for additional repairs. That number should have been $2,605 for additional repairs. Total maintenance repairs would be $14,175.

Feldman wanted to make it clear that the study for the buildings was budgeted for $60,000 but the proposal they chose was for $42,960 actual. With the maintenance repairs of $14,175, we would still have a savings of $2,865 over the money being spent on the study and the maintenance.

Feldman also explained that back in 2013, the city got a bid for painting the entire fire station building for just over $15,000 using a standard paint. They received another bid for $18,000 for a product called Loxon XP, which is a rubber membrane. On rock face blocks, it's good between cracks for mortar to use a membrane sealant. The city, at that time, decided to go with the $3,000 less option for the basic exterior paint and now we have leaks in certain areas where the wind is driving the rain hard against the building and leaking inside.

One of these bids is for $2,700, which will only do the locations that we spotted where the leaks on the block are. A short term gain that costs you money down the road is not good. We saved $3,000 in 2013, but now are having to spend $2,700, when we could have had the entire building done in the beginning the right way. No matter what the study says it is going to depend on our pocket book and our fiscal discipline to build that new fire station. How many years is another factor in play and we will have to keep this one as operational and in the best shape that we can.

Bauer said he's here to save the residents money. It's a pattern the way the city spends money. They want to do a study about the buildings, and whether they keep them, demolish them or replace them. He understands that things are going to be in the future, but a lot of things on this list are cosmetic. He wants to get in the mindset that we do a study, we pay the money to do the study, evaluate the study, then make the repairs. We don't ask for a study, whether we are going to keep a building or not keep a building and then turn around and throw thousands of dollars of cosmetics into a building that we don't even know if we are going to keep. The savings of the money, cosmetically, isn't what he wants to ask residents to pay. It's not something he wants to pay in his taxes. That's where he stands on some of the cosmetic things. He agrees 100% with the paint. We need to keep that building for the next couple of years so we want to make sure the outside walls are good. The vents to repair the air conditioning that's being wasted, the heat in the winter that's being wasted, makes sense because that's a savings that our residents are actually going to see. As far as the sheetrock, he would like to know right now of that will save $14,000 of their tax money that we are putting into a building that may be torn down.

Teicher said that the two rooms that they are proposing putting ceilings in, and sheet rock over, are direct access to an insulated portion of the building. The tool room does not have a ceiling, so the air goes up into the rafters. They would put an eight foot ceiling on it, rather than the current twelve foot.

Feldman said that it's not just cosmetic. If you are capping off a ceiling at eight feet, rather than twelve, that's more efficient. He's all for saving money, but one thing we are doing differently now is that we are spending the money wiser and in the right places.

Skordahl said that we will have to live with this building and we have to put band aids on it. When you look at the list you will see that it's not just cosmetic. It's helping to control heating and cooling, where that air is going and where you want to keep it. He hopes that we have a handle on it and know next year how much they will need to spend. What he doesn't want to happen is getting a surprise $20,000 bill knowing that this building probably isn't for us five years down the road. A $14,000 band aid sounds expensive right now, but maybe next year that band aid is only $5,000. It's something that needs to be done. We can pay for it with the leftover funds from the study. The study needs to get done and then either this Council or the next will need to make some decisions.

Muehlbauer said he understands council member Bauer's line of thinking. The insulation and sheetrock will provide efficiency. But, we don't have a plan for a new building, so there's no set idea on how long this building will be here. Having to band aid it may be what we have to do. If we don't fix it, it could get worse. We need to maintain it now because we don't have a plan set forth.

Teicher said that the maintenance tool room, as far as he knows, has never had a ceiling. The compressor room had an older false ceiling with removable ceiling tiles, and that's their access into a storage area of the training room and that also provides direct access right to those five vents that go right outside. You can stand in the compressor room and see outside through one of those vents. He thinks it would be important to seal that off.

Feldman asked if sheet rock was the better way to go, rather than an acoustic ceiling. The nice thing about an acoustic ceiling is that you have access to above where sheet rock, you don't. So would they be losing that ability by doing one and not the other.

Teicher answered that an acoustic ceiling is what is in there now and it's in a difficult spot with all of the HVAC that hangs from that ceiling already. You can see that the tile and grid are falling down already because you can't adequately secure it to the ceiling because of the duct work. Teicher said that in the plan he had asked for two access points.

Feldman said he completely understands where Bauer is coming from as well as the resident's concerns, but we've been a city that's running lean and mean for years. At some point, that can catch up to you. You can save, save, save, and then all of a sudden you are going to pay one way or the other. We have this building, it's here now, and that's what we have to work with. We all know sooner or later we will need a new fire department. He believes and commends that in the past 18 months they've worked really hard and the city is going in the right direction. That has happened because of multiple meetings, discussions, research, asking questions and being flexible where we can be.

Mike Rodger, 2770 232nd Lane NW, has been in the building trades for over thirty years. He's not so sure a membrane of paint is what we should put on that building. He thinks the better product may be a siloxane that will actually penetrate into the concrete block. The membrane is just going to hang on there. Target does this to all of their buildings. It goes on clear but you will be amazed when it rains and you can see how it repels that water. Regarding the sheetrock ceiling, not only are you losing the heat, but you are doing terrible things to that roof. By putting that ceiling in, will we have to re-pressurize that whole building because we will change the aesthetics of that atmosphere. When we are having a building remodel like this, we should be looking to our contractor and in the building trades, there's something out there called market recovery money. That's through the union trades and whenever a union tradesman puts in so much per hour out of their paycheck, that's market recovery money. The unions will throw money back at the city to bring unions in here. On the Police/Public Works building there was market recovery money out there. The council just didn't want to hear that. They would have saved $150,000 on that project. Those are things that are out there that nobody knows about it.

Rodger also asked how much of the street repair is caused by studs on the tracks of snowmobiles. It's quite evident what these machines with the studs are doing to our streets. If we are going to keep throwing money at it, maybe we need to raise the permit fee and use the money towards street repair. And any fines they may be receiving for running the streets without a permit, along with a stud fee since they are destroying the streets.

Feldman said that he will bring Teicher over to the ponds area and show him where they looked at the damage from the studs.

Muehlbauer said that the pressurization all depends on the vents and the returns. You have to look at the heating situation. He doesn't think it will be a big issue but will go take a look at it.

Bauer said that what we want to look at is are we saving and doing the due diligence for our residents. A $14,000 band aid is hard to rip off. He hates making our taxpayers pay that. But in the long run, some of these repairs are going to save us. He's walked that building for many years and he would have hoped that years ago the city would have had a plan to replace it.

Feldman reiterated what Skordahl had mentioned that the costs will be less every year as we get a handle on this. You build something then you have to maintain it. This wasn't the case in the past.

MOTION TO APPROVE THE FIRE STATION BUILDING MAINTENANCE NOT TO EXCEED $17,000 IN COST BY MUEHLBAUER, SECONDED BY SKORDAHL; ALL IN FAVOR, MOTION PASSES.

10. MEETING OPEN TO THE PUBLIC
Sarah Udvig, 3709 229th Lane NW, said that a resident was watching online and was having a hard time hearing. She will address the school board.

Skordahl asked when we would get this issue solved once and for all? An 18 year old kid that Deejays parties on a Saturday night could help us.

Muehlbauer stated that he spoke to the school board about it already and they had a ridiculous bid for $50,000.

Feldman said that he has a meeting with Ferguson, from the school board, tomorrow and will mention it. It's not right for the residents not to be able to hear them.

Udvig also said that another resident asked about our contract with animal control if patrolling is allowed? Or are they simply on a need to call basis?

Police Chief Schwieger said that he believes it's just for pickup and that they do not patrol.

Feldman stated that the committee would be meeting on the 24th to discuss the animal control situation.

Udvig asked when there are upcoming events, like when Planning and Zoning have their meetings, if they could be highlighted better. The easier for people to find it the better.

Feldman asked Chief Schwieger if we could incorporate Nixle to be used for that.

Schwieger said that Nixle could be used for that.

Udvig said she is hoping they are planning something for Night to Unite to talk about Nixle. It should also be on the website. Something should be made available for neighborhood parties too.

11. REPORTS
A. Department Reports – 1) Community Development Quarterly Report
2) Police Quarterly Report
3) Public Works Monthly Reports

Community Development Quarterly Report
Thunstrom explained the quarterly report as provided in the council packet.

Skordahl complimented Thunstrom on the report and said that he really likes when we take credit for things. He asked if there is a way that this information, showing them doing good things with the resident's money can get out to the public better. In reports like this, there are pictures of the bike rodeo, pictures of staff out doing good things with the resident's money, developments going in, ground breaking pictures, etc. They are taking an active role in trying to get people to clean up their properties. Otherwise this type of information just gets buried in a council packet that may or may not ever be looked at again. He feels that if we are going to burden our department heads to do reporting, and they are going to take the time to report the good stuff that they do, let's make sure it gets out there and more than just this form. He also asked if they have been seeing any of the septic forms coming back now that the weather is getting nicer.

Thunstrom answered that they sent out letters to the providers within a 30 mile radius of the city, trying to catch our most current providers and we are definitely seeing more this year and having them participate in getting those permits like they are supposed to.

Bauer asked if there's a way we can put a note on our water bills that say the rates are coming down 20%.

Mulvihill said bills have already gone out so it's too late to add it.

Bauer asked Thunstrom about page 4 of the housing, if there was a stipulation that all of the houses had to be blue?

Thunstrom answered that there was no stipulation. The homeowners were able to choose their own color.

Feldman asked Mulvihill if they could put something in the water bill regarding Nixle.

Mulvihill said you can add information to the water bills. Bills are run down in Florida so we would have to send it there, and there's a cost involved.

Muehlbauer said that this is a very good report, and Thunstrom is doing great. He also agrees that we need to find a way to get information out. There's a lot of comments on code enforcement and that would be nice to get out.

Feldman pointed out that there are 13 acres of commercial property in front of the Public Works building for sale and 124 acres on the corner of Ambassador and 47 that will be coming to market. In addition, there are 33 acres north of The Bottle Shop and some property south of O'Reilly Auto for sale. So there are some things coming and they are all in our Municipal Service Area.

<u>Police Quarterly Report</u>
Chief Schwieger explained the 2nd Quarter Report from the Police Department. Overall, calls for service increased in the second quarter by about 15%. Thefts and DWI's have increased. Traffic

enforcement remains a high priority. In addition to moving the speed signs around to different residential areas, they have been placing officers at different locations during stationary radar details for traffic enforcement. The Police Department has been involved in many events during the 2nd quarter, such as winning with cops, the high school mock crash, the pet clinic, bike rodeo and car seat clinic, and they were all very successful and provided a good way for them to interact and educate the public at the same time.

Muehlbauer said that a lot of these numbers are going up because the weather is getting nicer. He also mentioned that someone had posted on Facebook about an issue she was having regarding the speed in her neighborhood, and she claimed that we promised we were going to do something about it. Muehlbauer said that he tried to get a hold of her but couldn't and just wanted to follow up.

Schwieger said that a Sergeant went out to visit her. Certain locations just don't work for speed signs. It has to be along a straight stretch. If there are curves and intersections, it will give them a lot of false data. This wasn't an ideal location for that but what they did do was put some officers up there.

Feldman said that he commends Schwieger for taking this out of his forfeiture fund.

Bauer missed the bike rodeo but was able to look at the pictures. He would like to get this out to the residents, as well as Thunstrom's report. Throw it on Facebook and the city page. He also stated that the report is really good and commends the police department for all of the good things they are doing for the community.

Skordahl agrees with everything that Bauer just said. He does want to talk about the DWI's a little bit more. He's not sure if it's just because they are getting good reports and data, but every time they get a report, the DWI's have gone up. Is there an indication whether its people passing through town, coming home, or leaving our establishments. Obviously the message is not getting through to some people. We allow some establishments in the city to serve alcohol, but there comes some responsibility with that. They are not supposed to serve intoxicated adults. He's not blaming this problem on them but is there a point where we need to send them a letter and remind them of their responsibility?

Schwieger said they sent letters to the local establishments as they renewed their liquor licenses. He even personally discussed certain laws that they should be watching for with some staff that were willing to do that. The majority of our local businesses are very good in identifying and teaching their staff on who and who not to serve to.

Public Works Monthly Report

Teicher explained the June public works monthly report. He explained that in June they did see some significant water production. A little over 20 million gallons of water pumped to our water treatment plant to make into drinking water. A lot of that goes on grass so that's something to keep in mind when we see those significant upticks in production. You can compare that to the influent at the wastewater plant which was at about 10 million influent gallons. You can assume that about 10 million gallons of water went on lawns.

Teicher continued to say that one of the projects that they have been working on is getting rid of our bio-solids that are accumulating at the wastewater treatment plant in the bio-solid storage tanks. We have approximately one year of storage within those facilities based on the amount of influent coming into the wastewater treatment plant. This takes time to facilitate and create land that we can apply our bio-solids to or find a way to dispose of those solids through a landfill or incineration. They will be coming forward with those quotes once they have them. This is another expense related to the wastewater treatment facility. This is something from the start that we have known will need to be taken care of and it will be a significant number.

Feldman asked about the 183 acres in Isanti that the city owns and if we could use that in an effort to save costs to the city.

Teicher said yes, but we would need to be aware that when bio-solids are applied to any land, the land cannot be used for 3 years after that final application other than a type of crop land that is not consumed by people.

Feldman mentioned that they visited a plant that packaged this bio-solid and sold it to farmers. Is there a possibility that we could package this and sell to farmers for a profit?

Teicher said that the part about drying the bio-solids can be quite expensive. To buy or build a facility that dries the sludge to a Class A type sludge is a significant number. And it would have to be a large facility.

Teicher said that they have met with three companies that can handle these type of situations. One has already backed out, but they are hoping to get two qualifying quotes from the other vendors. As far as applying it to the 183 acres, these companies have to work with the MPCA, who works with the owners of the property that we would be applying this land to. There's a lot of other things that happen with this. They survey the property, they do drainage studies, they make sure the property is going to absorb the nutrients properly, making sure it's not too close to a public road or public waters. So the 183 acres that you think you are going to apply everything to might only be two after everything is said and done. That may be over exaggerating, but it is a potential. These two companies are very good at doing this in Minnesota. What we do struggle with a little bit is our Minnesota rules are more strict.

Feldman asked if we should have incorporated the bio-solids to create a product that we could sell and recycle the bio-solids vs. reclaiming water.

Teicher said that they did investigate the idea of building a dryer type system to dry the bio solids so that we could use them as fertilizer and felt it was cost prohibited at the time.

Bauer said this is a great report and wants to add it to the Facebook page. He likes Teicher's note that says "Please residents, if it doesn't come out of your body, don't flush it." We had four rags flushed and it costs an average of four man hours to unplug those pumps. If these pumps fail, due to flushing rags, we as the residents that pay the bill for our wastewater treatment facility, pay that bill. Please don't flush rags down our system.

Skordahl said that it is a good report but just wanted to ask about meter re-reads. Somebody spends half a week each month re-reading meters that were not read by Opus. Why aren't they being read by the people that we pay to read them?

Teicher said that many times it's things that they can't get to, like a locked door or gate, dogs they aren't comfortable approaching, or touchpads that failed and they can't get a reading. Typically they will hang a door hanger letting the resident know they need to set up an appointment to get a reading. Most people will cooperate.

Feldman said that mistakes can be made and sometimes the meters aren't correct, so if you suddenly see a spike, please contact Public Works or Mulvihill in the Finance Department at the city.

Teicher ended by saying that crack filling should be next week. Seal coating will be the end of August.

<u>Councilmember Reports</u>:

Muehlbauer said that he hopes to see everyone at Night to Unite on August 7th.

Skordahl said that he was driving on 233rd to turn north onto 47 and if you are looking south, it is really hard to see. He hopes MNDOT comes to mow the weeds because it's really hard to see and it's an accident waiting to happen. He also mentioned that he hopes everyone comes out to Night to Unite.

Teicher said that the MNDOT tractor was in town mowing today.

Bauer thanked the department heads for their reports. They are very informative. He can't wait for Night to Unite.

Mayor asked Thunstrom if we could stick a tab on the website labeling the links.

Kate said we need to be careful with how much we put on that front page. One thing they could Do, for example in the Community Development Department page, is to add information in the reports link within it. Each department has their own page to add links. Then when you do a Facebook post or e-mail blast, you can take that link from that individual department and send that out. A generic link may not be understandable.

Feldman reiterated that if you see a spike in meter reading, call the city office or public works. There are also water saving tips that he put on the website. While watering lawns, the best thing he can advise is no more than 15 minutes of watering in each zone, and water early in the morning before the sun beats on it. Use common sense, and if you want more hints, go to the city website or call the city. The water rate reduction will go into effect September 10th. We had to go through a first reading, a second reading, and then a publication.

Feldman said that he had someone mention the center of the roundabouts for flowers, so he called Princeton. Princeton was dealing with MNDOT. They got Council approval to get residents to take care of it. Feldman will be looking into that more and have a discussion with Thunstrom. He thinks flowers would be nice. Princeton did it because it's the entrance to their city. He asked that if anyone in the public has any ideas, to please bring it to their attention.

Night to Unite is Aug 7th 5:30 pm – 8:30 pm. There will be a lot of activities at the St. Francis Community Park, so please come out and enjoy the day. There will be bouncy houses, face painting, ropes with the Marines and Army, various exhibits, a petting zoo, food & music. Come out and meet your neighbors.

Code compliance has been an issue that keeps coming up. He talked with Thunstrom about it earlier and it has also been a council discussion. They are now looking into two different ways of dealing with this. Either through an internship or a retiree. They do have a name of a retiree who may be open to doing it part time. They don't want to have it as a full time job, but they know there is a need for it.

Feldman asked that all Riverbank Lane residents please come out to the July 23rd work session. They have only gotten about 1/3 of the residents at all of their work sessions. This is the last meeting that the city will be hosting for this.

B. Councilmember Reports -
B. Upcoming Events –

July 23	Work Session for Riverbank Lane/Kings Highway Street Imp.6 pm
Aug 6	City Council Meeting @ ISD #15 Central Services Center 6 pm
Aug 7	Night to Unite 5:30-8:30
Aug 14	State Primary Polls Open 7 am to 8 pm

12. ADJOURNMENT
Meeting adjourned at 8:00 pm by Mayor Feldman

Respectfully Submitted by:

____
Lori Streich
Acct Tech/Deputy Clerk

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

CITY COUNCIL WORK SESSION NOTES
JULY 23, 2018

Mayor Steve Feldman called the Work Session to order at 6:02 pm

Members present were; Mayor Steve Feldman, Council members Jerry Tveit, Rich Skordahl, Joe Muehlbauer, and Robert Bauer. Also present were City Administrator Joe Kohlmann, and City Engineer Craig Jochum (Hakanson Anderson)

1) Riverbank Lane/Kings Hwy Street Improvement Discussion

Mayor Feldman explained that they have been working on this project since March 19, 2017 and this will be the final offer that the city will be giving. They have been working on this for the past 6 months and hope that the residents understand where they are coming from. They changed the percentages, so what they have today is that the residents will pay 100% of the pavement costs, the city will pay 74% of the storm water costs, and residents will pay 26% of the storm water. As of June 25th, the total was $482,600. That comes down to an assessment over 15 years of 3.68%, for 29 residents, breaks it down to $61.00/month. That's the lowest they can get this down to. That includes the storm water and pavement. The total assessment per 29 residents is $8,320. This is the best offer that the city can give today considering all of the time that staff has put into this, the $8,500 study that the city paid for, and the multiple phone calls and work sessions. This allows us to work within our policy. Our policy states that the city council may consider increasing the city contribution by utilizing funds from the storm water and utility fund subject to the city council discretion and availability of the funds.

Feldman wanted everyone to know that if all of the 29 residents of this area have paid the full $180 over the last 3 years with the MS4 that went into effect in 2015, they have paid a total of $5,220. They will receive $236,000 more from the city's storm water fund as the first recipients of that fund. The city was not able to receive a grant from the State of Minnesota because the state had not funded that account for a couple of years and 270 cities applied for it. Feldman also wanted everyone to know that of the $482,600, the city will be fronting their half of the money, and it will be assessed to them over the next 15 years. This has been 26 years in the making. This started back in 1992 when the assessment was $1500 for a small lot and $2000 for a large lot. He wishes the decision could have been made back then, although the people didn't want to be assessed, the city should have made the decision for them.

Skordahl explained where the percentages of 74% and 26% came from. They basically started out at the total price tag of $482,600, split it down the middle, residents pay 50%, city pays 50%, then subtract off of the resident's portion, the 100% of paving, and that's where the 74%, 26% storm water comes from. There are two parts of the policy discussion. One part was that we have a policy stating that the burden of paving is going to go to the person that will be getting the benefit of the paving. If they were to not assess the Riverbank Lane residents 100% of the pavement, the residents of 241st would be in there wanting the same deal. To do something different would require a policy change and they wanted to stay within policy. They had a little bit of latitude when it came to the storm water improvements, so that's where they deviated from the policy of 60/40 and they could bump that up to the 74/26.

Tveit said that as a Council Member, he feels strongly about not changing our policy for every situation. He believes policy should be set, and the things that they implement should fall within that policy, just as Council Member Skordahl just mentioned. How could we justify to our citizens that we are going to go outside our policy for one case, but not for another? Everyone feels that their own issue is a special case. That's why he's been adamant that if the policy says something that we should stick by that. The second part of that policy that states if other funds are available, they can be used and that is exactly what they tried to do here.

Engineer Jochum explained the design of the Riverbank Lane/Kings Highway Street Improvement project and stated that the assessment process hasn't even begun, and if it moves forward, there will be a public hearing. Once the feasibility study is complete, there will also be a public hearing presenting the feasibility and preliminary design where residents can voice their opinions and concerns.

Questions came up about the current city ordinances and if paving this road will change any of those ordinances. Will their zoning change from their current rural zoning, which would open up a whole new discussion for those that have gravel driveways, horseshoe or second accesses for driveways, and will they be allowed to bring in gravel to fill their driveways if they choose. Will they have to get their driveways paved once the road is paved?

Tveit said that if they are doing something that was approved before, it will still be approved now. A couple options can happen. The residents can decide to do nothing, and as a Council Member, he is not going to vote to force them to pave their road. He will also not vote for anything that's not going to pave the road and won't spend city money to re-gravel the roads or re-grade everything, put in storm water culverts or anything that is throwing good money after bad. That's what has been done in the past and the problem hasn't been solved.

Feldman stated that the only reason for blacktopping this road is to solve the drainage issue. They are not doing it to force residents to hook up to sewer and water down the road, to force them to blacktop their driveways or to have them give more money to the city. The residents brought the problem to Council, Council addressed it the best that they could to solve the issue. Some will agree with it, some won't.

Bauer said that he would like to commend the Council and City Engineers on what he has seen them do on this project. It's been amazing to watch this project unfold and find the money and how much the city is trying, within the policy, to help the residents on this project. He's a tax payer that only wants to pay his taxes and the city should spend his money. But there are policies put in place by the city that we don't gouge other residents for repairs for other people's roads. That's where the 100% in paving comes into play. We have done everything with the storm water to reduce that to be 50% by the city and 50% by the residents. He understands that these residents are getting the front end and being assessed. He got an assessment and tried to fight it tooth and nail because he opposes assessments, but that's not something they can do for a gravel to pavement. That's why policies in cities have been put into place so that other residents don't pay for pavement on your road. You don't pay for city sewer and water. That's what we are trying to do is keep the city within its policies and provide you with the best service.

Since only half of the residents attended the workshop, Feldman asked residents in attendance to please reach out to the other half of the Riverbank Lane/Kings Hwy Street residents to get involved.

With no further discussion, Feldman adjourned the work session at 7:40 pm.

Respectfully submitted by,

____

Lori M. Streich, Acct Tech/Deputy Clerk

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 C

TO: Joe Kohlmann, City Administrator

FROM: Barb Held, City Clerk

SUBJECT: **Acknowledgement to Conduct Excluded Bingo**

DATE: August 6, 2018

OVERVIEW:

The St. Francis Fast Break Saints has applied for an exempt permit with the MN Gambling Control Board. Fast Break Saints would like to hold a bingo event at the St. Francis American Legion, Post 622 on December 1, 2018. 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 Fast Break Saints for a bingo event to be held on December 1, 2018 at the St. Francis American Legion.

BUDGET IMPLICATION:

None

Attachments:

- Application from Minnesota Lawful Gambling

LG240B Application to Conduct Excluded Bingo

No Fee

ORGANIZATION INFORMATION

Organization name: Fast Break Saints

Previous gambling permit number: None

Minnesota tax ID number, if any / Federal employer ID number (FEIN), if any: EIN 82-4940366

Type of nonprofit organization. Check one.

[ ] Fraternal [ ] Religious [ ] Veterans [X] Other nonprofit organization

Mailing address	City	State	Zip code	County
8698 253rd Ave. NW	Zimmerman	MN	55398	

Name of chief executive officer [CEO]	Daytime phone number	E-mail address
Danye Tarson	612-799-8593	danye.guinn@gmail.com

NONPROFIT STATUS

Attach a copy of ONE of the following for proof of nonprofit status.

[X] **Nonprofit Articles of Incorporation OR a current Certificate of Good Standing.**
Don't have a copy? This certificate must be obtained each year from:
Secretary of State, Business Services Div., 60 Empire Drive, Suite 100, St. Paul, MN 55103
Phone: 651-296-2803

[ ] **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 at 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:
a. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling, and
b. the charter or letter from your parent organization recognizing your organization as a subordinate.

EXCLUDED BINGO ACTIVITY

1. [X] **No** [ ] **Yes** Has your organization held a bingo event in the current calendar year?
If yes, list the dates when bingo was conducted. ______

2. The proposed bingo event will be:

[X] one of four or fewer bingo events held this year. Dates 12-1-2018

OR

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

[ ] county fair. Dates ______

[ ] civic celebration. Dates ______

[ ] Minnesota state fair. Dates ______

3. Person in charge of bingo event - Danye Tarson Daytime phone ______
4. Name of premises where bingo will be conducted St-Francis American Legion
5. Premises street address 3073 Bridge St- St-Francis MN 55070
6. City St-Francis If township, township name ______ County Anoka

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.gcb.state.mn.us*** and click on ***Distributors*** under the ***WHO'S WHO? LIST OF LICENSEES***, or call 651-639-4000.

Be sure to complete page 2

CHIEF EXECUTIVE OFFICER'S SIGNATURE

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

Chief executive officer's signature ____________ Date 7/12/18

Print name Diane Guinn

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT

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____________

Local unit of government must sign

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 approving 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 349.166, Subd 2.]

Print township name ____________

Signature of township officer ____________

Title ____________ Date ____________

MAIL APPLICATION AND ATTACHMENT

Send the application and a copy of your proof of nonprofit status to:
Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

You will receive a document from the Gambling Control Board with your excluded permit number for the bingo activity.
Your organization must keep its bingo records for 3-1/2 years.

Questions?
Call the Licensing Section of the Gambling Control Board at 651-639-4000.

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.

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 6, 2018

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 two bingo events at the St. Francis American Legion, Post 622 on October 6 and November 17, 2018. 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 October 6 and November 17, 2018 at the St. Francis American Legion.

BUDGET IMPLICATION:

None

Attachments:

- Application from Minnesota Lawful Gambling

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

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: March 17, 2018

The proposed bingo event will be:

☒ one of four or fewer bingo events held this year. Dates: ~~3/~~ 10/6/18 & 11/17/18

-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

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: 7/16/18
(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.

2018/03/01 13:33:37 1 /1

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 11/30/2017

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

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

PRODUCER West Bend Mutual Insurance Company 1900 South 18th Avenue West Bend WI 53095	CONTACT NAME: Custmomer Care PHONE (A/C, No, Ext): (866)926-4244 FAX (A/C, No): (262)365-2200 E-MAIL ADDRESS: customercare@wbmi.com
INSURED St Francis Lions Club PO Box 173 St Francis MN 55070	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A: West Bend Mutual Insurance Company — 15350 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 16-19 Master REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY; CLAIMS-MADE; X OCCUR; GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY; PRO-JECT; LOC; OTHER:			A107856	01/01/2018	01/01/2019	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ Excluded
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							FUNGI	$ 50,000
	AUTOMOBILE LIABILITY; ANY AUTO; OWNED AUTOS ONLY; SCHEDULED AUTOS; HIRED AUTOS ONLY; NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB; OCCUR; EXCESS LIAB; CLAIMS-MADE; DED; RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N; ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH); If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER STATUTE; OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	Liquor Liability			A107860	01/01/2018	01/01/2019	Each Common Cause	1,000,000
							Aggregate	1,000,000

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

Certificate holder is listed as Additional Insured on the Liquor Liability per form NS0260 and on the General Liability when required by written contract per form WB190.

CERTIFICATE HOLDER	CANCELLATION
St Francis City Hall 23340 Cree St NW St Francis MN 55070-9390	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Mahlia U. Dautlif

No. 1244 P. 1

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 E

TO: Joe Kohlmann, City Administrator

FROM: Todd Schwieger, Police Chief

SUBJECT: **2018/2019 School Resource Officer Contract**

DATE: August 6th, 2018

OVERVIEW: A contract entered into each school year between the City of St Francis and Independent School District 15 provides direction to both the district and city including but not limited to administrative responsibilities, level of service, duties of officers and duration of cost.

ACTION TO BE CONSIDERED: City Council to approve the 2018/2019 contract for 2 school resource officers between the City of St Francis and Independent School District 15.

BUDGET IMPLICATION: Independent School District 15 shall pay the City of St Francis One Hundred Forty Thousand Three Hundred and Fifty Seven Dollars ($140,357.00) during the fiscal year of 2018-2019 with payments made on a quarterly basis. The remainder of the officers' wages for the year 2019 are budgeted.

Attachments:

CONTRACT FOR SCHOOL RESOURCE OFFICER

FOR INDEPENDENT SCHOOL DISTRICT 15

ST. FRANCIS, MINNESOTA

2018-2019

THIS CONTRACT by and between the City of St. Francis (hereafter referred to as "City") Anoka County, Minnesota and Independent School District 15, (hereafter referred to as "District") Anoka County, Minnesota, is entered into under and by virtue of Minnesota Statutes, Section 471.59 and Section 123B.02.

1. OFFICERS EMPLOYED BY CITY. The City shall provide law enforcement services to the District through the use of police officers who will serve as School Resource Officers. The Officers will be employed by the City and the City shall assume all obligations with regard to worker's compensation, PERA, withholding taxes, insurance and other employment related obligations. The District will not be considered the employer of the officers for any purpose.

2. TERM OF CONTRACT. This contract shall be effective for school year 2018-2019 beginning on September 4, 2018. The school year shall consist of 171 student contact days, for a total of 2,736 hours.

3. ADMINISTRATIVE RESPONSIBILITIES. Law enforcement services rendered to the District shall be at the sole direction of the City Council. Standards of performance, discipline of the Officers assigned and other internal matters, shall be under authority of the Chief of Police of the City. The District shall provide the City with an appraisal of the police liaison service received. This will be done at least annually and will result from a program review conducted by the District's staff.

4. LEVEL OF SERVICE. The City will assign a total of two officers to provide law enforcement services to the High School, Middle School, Saints Academy and Elementary Schools. These services will consist of the officers remaining available and responding to service needs pursuant to this contract that shall only be secondary to the officers greater priority to respond to emergency calls, attend police training and special duties as assigned by the Chief of Police of the City. The normal staffing will be two officers. In the event an assigned officer is absent, whether such absence is due to vacation, sick or other reasons the City will assign one other Police Officer on duty as responsible for meeting its obligations pursuant to this

Agreement. The Police Department will provide additional coverage for events that happen outside of normal school hours, such as athletic events, dances at the rate of $63.00/hour. Reimbursement for additional time will be invoiced separately as it occurs.

5. DUTIES OF OFFICERS. Basic duties of the officers shall be set forth in a job description provided to School Officials by the Chief of Police of the City. The Police Chief and School Officials will also meet annually to discuss expectations for officers.

6. CLOTHING, EQUIPMENT AND SUPPLIES. The Officers assigned to the schools will be uniformed officers. The City shall provide required clothing, uniforms, vehicle, necessary equipment and supplies for Officers to perform law enforcement duties.

7. SCHOOL CALENDAR. The District shall provide the City's Police Department with a school calendar on an annual basis.

8. TERMINATION. This agreement shall remain in full force and effect from the date hereof unless terminated by either party upon ninety (90) days written notice of such termination. All payment due hereunder shall be prorated in the event of such termination.

9. DURATION AND COST. For and in consideration of the provision of police service in accordance with the terms of the Contract, the District shall pay the City the sums of One Hundred Forty Thousand Three Hundred and Fifty Seven Dollars ($140,357.00) in the fiscal year 2018-2019. Payment shall be made on a quarterly basis.

10. FUNDING LOSS TERMINATION OPTION. In accordance with Minnesota Statute 465.71 the District may elect to cancel this contract if budgeted funds are not available to continue the service in this manner.

11. SCOPE. It is agreed that the entire agreement of the parties is contained herein and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.

IN WITNESS WHEREOF, the parties have hereunto set their hands.

CITY OF ST. FRANCIS	INDEPENDENT SCHOOL DISTRICT 15
By:________________	By:________________
Title:________________	Title: Superintendent
By:________________	By:________________
Title:________________	Title: SCHOOL BOARD CLERK
Dated:________________	Dated: 7/23/18

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 F

TO: Joe Kohlmann, City Administrator

FROM: Todd Schwieger, Police Chief

SUBJECT: **Surplus Property**

DATE: August 6th, 2018

OVERVIEW:

The police department has recently received 2 Dodge Chargers from Dodge of Burnsville as part of its regularly scheduled squad car replacement described in the capital budget plan. The original plan was to trade in a 2014 Dodge Charger squad car to the dealership. A short time prior to the new cars arriving the 2014 Dodge Charger experienced some major engine issues and it was determined that it wouldn't be cost effective to have the engine repaired. Due to the engine issues the vehicle was unable to be driven to the dealership and it wouldn't be cost effective to have it towed there, therefore the vehicle wasn't traded in. The police department is in the process of planning a fall 2018 auction to dispose of several forfeited vehicles. The 2014 Dodge Charger could be declared surplus property and included in the auction. The money earned from the sale of the 2014 Dodge Charger would be added to the general fund.

ACTION TO BE CONSIDERED:

City Council to declare the 2014 Dodge Charger surplus property to then be sold in the police department public auction.

BUDGET IMPLICATION:

The police department capital budget will have sufficient funds to cover the cost of the 2 Dodge Chargers without the trade in deduction of the 2014 Dodge Charger.

Attachments:

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

RESOLUTION 2018-26

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

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

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

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

Surplus Property	**Estimated Value**
2014 Dodge Charger	Less than $5,000

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6th DAY OF AUGUST, 2018.

APPROVED:

ATTEST:

____
Steven D. Feldman, Mayor

____
Barbara I. Held, City Clerk

City of St. Francis

Charter Commission
AGENDA REPORT
Agenda Item #:
4G

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

SUBJECT: **Authorization Not to Waive Statutory Liability Limits**

DATE: August 6th, 2018

OVERVIEW:

Historically the City has chosen to not waive the statutory liability limits. Waiving the statutory limit would likely increase premiums. In addition, the statutory limits maximum exposure to $500,000 per claimant and $1.5 million per occurrence.

Attachment:

League of MN Cities Memo excerpt concerning Statutory Limits and waiving.

Action to be Considered:

Motion to Not Waive Statutory liability limits.

RELEVANT LINKS:

Second, it's increasingly more common to see contracts require more than the statutory limit of $1.5 million; a more common figure is $2 million. LMCIT's higher limit meets this requirement, but if even higher limits are required, there is the option to carry LMCIT's excess liability coverage to meet the additional requirements. In some cases LMCIT, in partnership with its reinsurers, can also issue an endorsement to increase the city's coverage limit only for claims relating to a particular contract.

See Section II.D.3, *Purchasing higher liability limits.*

In addition to the LMCIT coverage limit of $2 million per occurrence, there are annual aggregate limits (that is, limits on the total amount of coverage for the year regardless of the number of claims), for certain specific risks. Aggregate limits apply claims arising out of the following:

- Products — $3 million annually
- Failure to supply utilities — $3 million annually
- Data security breaches — $3 million annually
- Electromagnetic fields — $3 million annually
- Limited contamination — $3 million annually
- Land use/special risk litigation — $1 million annually
- Activities in outside organizations — $100,000 annually

See Section III.B, *Data security breach and computer-related risks.*

See Section III.J, *Land use and special risk litigation.*

See Section III.D, *Employees' activities in outside organizations.*

Failure to supply utilities applies to the failure to supply water, electricity, gas, or steam service. It also applies to damages arising out of the failure to supply phone and internet or other electronic data transmission services.

Limited contamination includes the sudden and accidental release of pollutants; herbicide and pesticide applications; sewer ruptures, overflows, and backups; lead and asbestos claims; mold claims; organic pathogen claims; hostile fire claims; and excavation and dredging claims. Excavation and dredging claims are subject to an annual $250,000 sublimit. These limits apply to both damages and defense costs.

See Section III.J, *Land use and special risk litigation.*

Land Use Incentive Program.

Land use litigation coverage is provided on a sliding scale percentage basis, which is based on participation in LMCIT's online land use training. Coverage applies to both damages and litigation costs.

2. Statutory liability limits

Minn. Stat. § 466.04.

The statutory municipal tort cap is limited to a maximum of $500,000 per claimant and $1.5 million per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both. The LMCIT liability coverage provides a standard limit of $2 million per occurrence.

RELEVANT LINKS:

See *Summary of Liability Coverage Options* and the effects of choosing the various coverage structure options.

At the city's coverage renewal each year, it must decide whether to waive or not to waive the statutory limits. There is no right or wrong answer on this point. It's a discretionary question of city policy that each city council needs to decide for itself.

a. Waiving the statutory limit

For cities that choose to waive the statutory limits, they are waiving the protection of the statutory limits, up to the amount of coverage the city has. Someone with a claim against a city that has waived the statutory limits would be able to recover up to the LMCIT standard limit of $2 million, rather than the statutory limit of $500,000 per claimant. Because the waiver increases the exposure, the premium is roughly 3 percent higher for coverage under the waiver option.

A city may choose to pay more in premium for the waiver option because the statutory liability limit only comes into play in a case where the city is in fact liable and the injured party's actual proven damages are greater than the statutory limit. Some cities as a matter of public policy may want to have more assets available to compensate their citizens for injuries caused by the city's negligence. Waiving the statutory liability limits is a way to do that.

There is no increase in risk if the city waives the statutory liability limits. In other words, there is no risk for the city to end up with liability if LMCIT doesn't cover it. The LMCIT waiver form specifically says the city is waiving the statutory tort caps only to the extent of the city's coverage. That's not to say there is no risk the city's liability could exceed its coverage limits. There are certain situations in which this could happen, but the waiver doesn't increase that risk.

See Section II.D.3, *Purchasing higher liability limits*.

In those cases where the city waives the statutory limit, but also purchases the LMCIT excess liability coverage, a claimant could potentially recover more. For example, if the city has $1 million of excess coverage and chooses to waive the statutory tort caps, the claimants (whether it's one claimant or several) could then potentially recover up to $2.5 million in damages in a single occurrence. If the city carries higher excess coverage limits, the potential maximum recovery per occurrence is correspondingly higher.

See Section II.D.3, *Purchasing higher liability limits*.

Carrying LMCIT's excess coverage under the waiver option is a way to address an issue that some cities find troubling: the case where many people are injured in a single occurrence caused by city negligence. An example is if a city vehicle negligently ran into a school bus full of children causing multiple serious injuries. The statutory limit of $1.5 million divided 50 ways may not go far toward compensating for those injuries. Excess coverage under the waiver option makes more funds available to compensate the victims in that kind of situation.

RELEVANT LINKS:

See Section II.D.3, *Purchasing higher liability limits.*

The cost of the excess liability coverage is about 25 percent greater if the city waives the statutory tort caps. The cost difference is proportionally greater than the cost difference at the primary level because for a city that carries excess coverage, waiving the statutory tort caps increases both the per claimant exposure and the per occurrence exposure.

b. Not waiving the statutory limit

See Section II.D.3.a, *Statutory limits may not apply.*

For cities that choose not to waive the statutory limits, the city's liability is limited by the statute to no more than $500,000 per claimant and $1.5 million per occurrence. LMCIT's higher coverage limits would only come into play on those types of claims that aren't covered by the statutory limit.

3. Purchasing higher liability limits

LMCIT makes available the option of carrying higher coverage limits than the basic limit of $2 million per occurrence. This coverage, called excess liability coverage, is available in $1 million increments up to a maximum of $5 million.

There are several different reasons why cities should strongly consider carrying LMCIT's excess liability coverage.

a. Statutory limits may not apply

Minn. Stat. § 3.736.

The statutory tort caps either do not or may not apply to several types of claims. Some examples include:

- *Claims under federal civil rights laws.* These include Section 1983, the Americans with Disabilities Act, and so on.
- *Claims for tort liability that the city has assumed by contract.* This occurs when a city agrees in a contract to defend and indemnify a private party.
- *Claims for actions in another state.* This might occur in border cities that have mutual aid agreements with adjoining states or when a city official attends a national conference or goes to Washington to lobby.
- *Claims based on liquor sales.* This mostly affects cities with municipal liquor stores, but it could also arise in connection with beer sales at a fire relief association fundraiser, for example.
- *Claims based on a "taking" theory.* Suits challenging land use regulations frequently include an "inverse condemnation" claim, alleging that the regulation amounts to a "taking" of the property.

City of St. Francis

City Council
AGENDA REPORT
Agenda Item #
4 H

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Release of Development Agreement Turtle Ridge Townhomes

DATE: 08-06-2018

OVERVIEW

When a project or subdivision is created there is an agreement between the city and owner which identifies the terms and conditions of utilities, roads and infrastructure. This document is known as a Development or Performance Agreement. This agreement identifies the requirements and standards in which a project will be completed. Once the development or project is completed, the Development Agreement is released.

City staff were contacted by a firm representing the Turtle Ridge Townhome Development looking for a release as this development is completed.

Working with the Public Works Director, City Engineer and Legal team the attached Release of Development Agreement was reviewed and attachments outlined to address the specifics of the private and public infrastructure.

ITEMS TO BE DICUSSED:

Approval to move forward with the Release of Development Agreement

POTENTIAL BUDGET:

None

ATTACHMENTS:

Release of Development Agreement

RELEASE OF DEVELOPMENT AGREEMENT

THIS RELEASE OF DEVELOPMENT AGREEMENT made effective the ____ day of ____________________, 2018, by the City of St. Francis, a municipal corporation under the laws of Minnesota.

WITNESSETH:

WHEREAS, on May 10, 2000, the City of St. Francis, a Minnesota municipal corporation, and Turtle Ridge Townhomes of St. Francis Limited Partnership, a Minnesota limited partnership ("Developer"), entered into a Development Contract, which was recorded on May 10, 2000, in the office of the County Recorder in and for Anoka County, Minnesota, as Document No. A1499755; and

WHEREAS, the terms and conditions of the Development Agreement have been complied with to the satisfaction of the City of St. Francis with regard to the property legally described as Lot 1, Block 1, and Outlot A, Turtle Ridge Townhomes, Anoka County, Minnesota; and

NOW, THEREFORE, the Development Contract, dated May 10, 2000, by and between the City of St. Francis and the Developer, recorded on May 10, 2000, in the office of the County Recorder in and for Anoka County, Minnesota, as Document No. A1499755, is hereby released with regard to:

Lot 1, Block 1, and Outlot A, Turtle Ridge Townhomes, Anoka County, Minnesota,

and shall have no further force and effect as to that property, except that as to Lot 1, Block 1, Turtle Ridge Townhomes, Anoka County, Minnesota, the owner thereof shall continue to own, maintain, repair and replace the private sanitary sewer and water (as shown on Exhibit A attached hereto) and the private storm sewer (as shown on Exhibit B attached hereto).

CITY OF ST. FRANCIS

By: ______________________________
Steve Feldman
Its: Mayor

By: ______________________________
Joe Kohlmann
Its: City Administrator

STATE OF MINNESOTA)
)
COUNTY OF ANOKA)

The foregoing instrument was acknowledged before me this ___ day of _______________, 2018, by Steve Feldman and Joe Kohlmann, the mayor and city administrator, respectively, of the City of St. Francis, a Minnesota municipal corporation, on behalf of the municipal corporation.

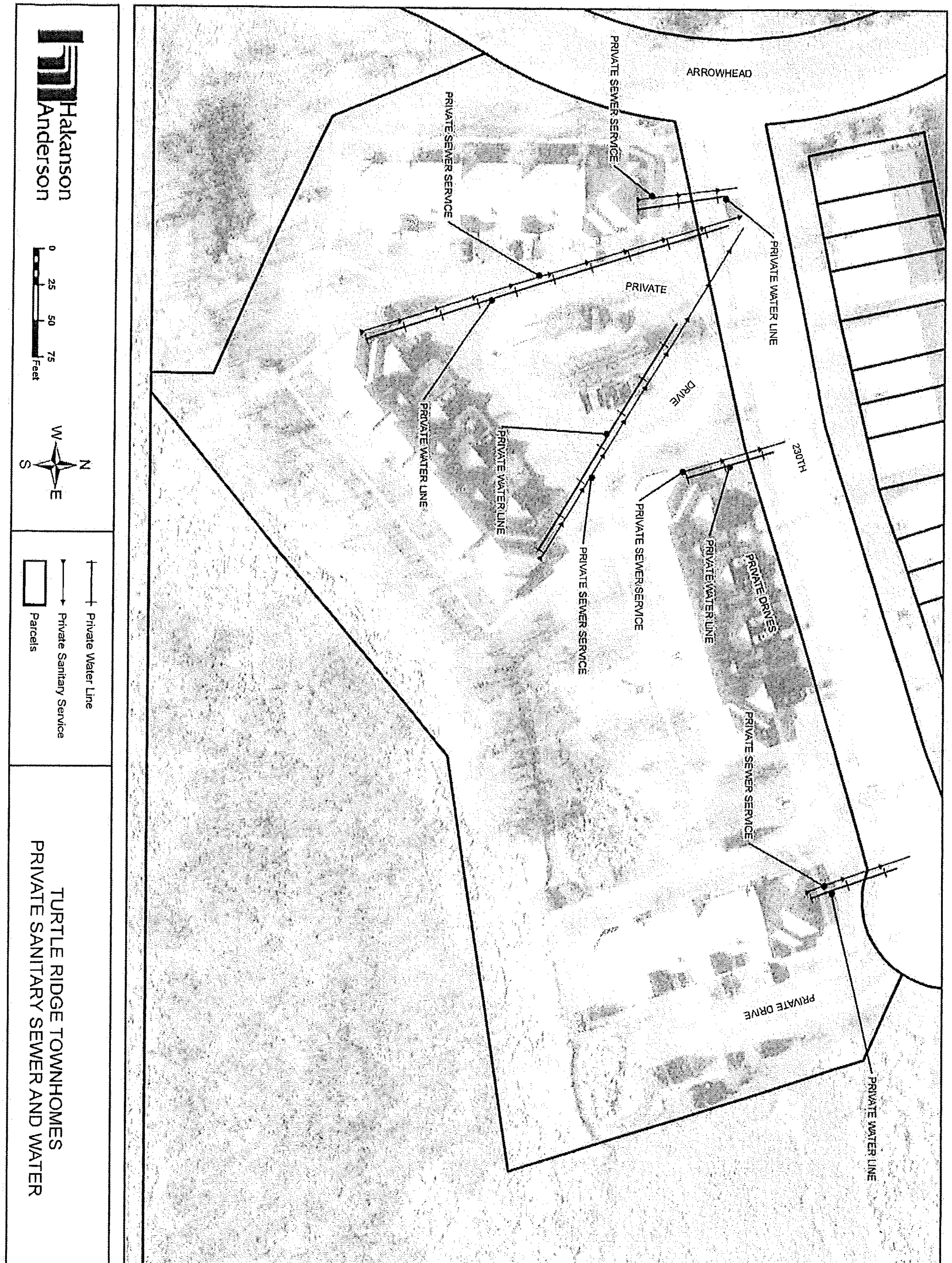
____
Notary Public

THIS INSTRUMENT WAS DRAFTED BY:

Barna, Guzy & Steffen, Ltd. (CMS)
200 Coon Rapids Blvd., Suite 400
Minneapolis, MN 55433-5894

738748-v1

EXHIBIT A


ARROWHEAD
PRIVATE SEWER SERVICE
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DRIVE
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Private Water Line
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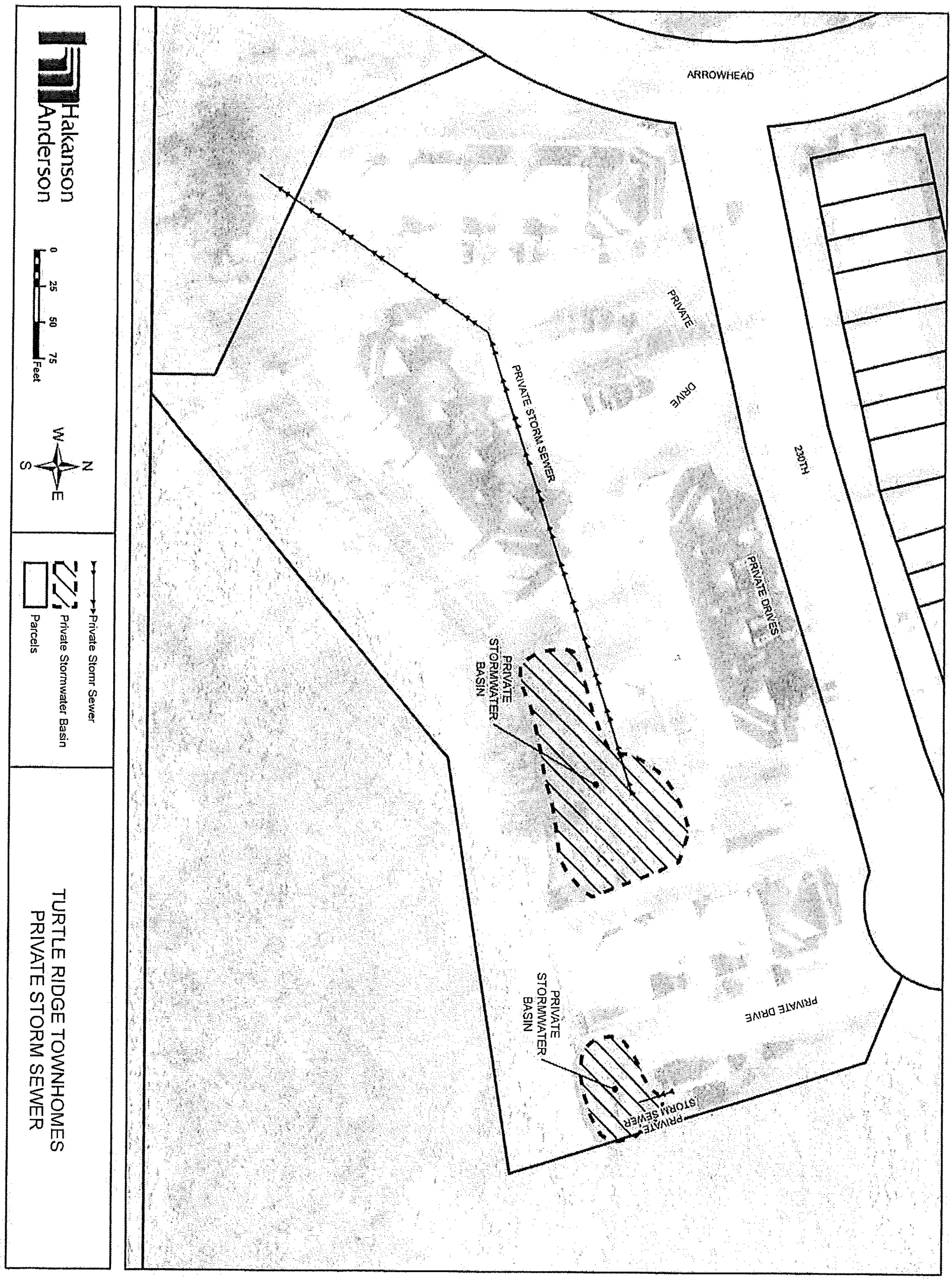
Parcels
TURTLE RIDGE TOWNHOMES
PRIVATE SANITARY SEWER AND WATER

EXHIBIT B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STORM SEWER
Hakanson
Anderson
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Private Stomr Sewer
Private Stormwater Basin
Parcels
TURTLE RIDGE TOWNHOMES
PRIVATE STORM SEWER

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: 08-01-2018

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are $269,932.41 plus any additional bills that are handed out on Monday night. Also to be approved are the August debt service payments of $915,862.39 which are due 08/20/2018 and manual checks totaling $1,036.38.

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:

- 08-06-2018 Packet List
- 08-06-2018 Other Checks

City of St. Francis

08/01/2018 1:13 pm

PAYMENT BATCH AP 08-06-18

13 FREMONT LLC					
07/20/2018	5323	G 601-22200	Deferred Revenues	REF ACCT #5323	31.56
					$31.56
ADVANCED GRAPHIX INC					
07/10/2018	199754	E 402-42110-550	Vehicles	CUSTOM REFL SQUAD CAR GR/	725.00
07/18/2018	199822	E 101-42110-221	Vehicle Repair & Maintenance	CAR GRAPHIC REMOVAL	130.00
					$855.00
AIR MECHANICAL, INC.					
07/03/2018	00233	G 101-20820	Surcharge Payable	REFUND PERMIT 2018-00233	2.00
07/03/2018	00233	R 101-32213	Mechanical	REFUND PERMIT 2018-00233	150.00
					$152.00
ALLINA HEALTH					
06/15/2018	1057158682	E 101-42210-217	Other Operating Supplies	NALOXONE	171.47
					$171.47
AMERICAN PRESSURE					
07/19/2018	102696	E 101-42110-401	Repairs/Maint Buildings	SUPPLIES	118.63
07/19/2018	102696	E 101-43100-401	Repairs/Maint Buildings	SUPPLIES	118.66
07/19/2018	102696	E 101-45200-401	Repairs/Maint Buildings	SUPPLIES	118.66
07/19/2018	102696	E 601-49440-401	Repairs/Maint Buildings	SUPPLIES	118.66
07/19/2018	102696	E 602-49490-401	Repairs/Maint Buildings	SUPPLIES	118.66
					$593.27
ANOKA COUNTY CENTRAL COMM.					
07/17/2018	2018104	E 101-42110-311	Contract	2ND QTR CJDN	180.00
					$180.00
ANOKA COUNTY TREASURY DEPT.					
07/20/2018	B180720P	E 101-42110-321	Telephone	BROADBAND	37.50
07/20/2018	B180720P	E 101-42210-321	Telephone	BROADBAND	37.50
07/20/2018	B180720P	E 101-43100-321	Telephone	BROADBAND	37.50
07/20/2018	B180720P	E 101-45200-321	Telephone	BROADBAND	37.50
07/20/2018	B180720P	E 601-49440-321	Telephone	BROADBAND	37.50
07/20/2018	B180720P	E 602-49490-321	Telephone	BROADBAND	37.50
					$225.00
ARK TOWING AND RECOVERY					
07/23/2018	89468	E 101-42110-441	Miscellaneous	FORFEITURE 2007 CHEV	132.00
					$132.00
ARTISAN BEER COMPANY					
05/22/2018	423299	E 609-49751-252	Beer For Resale	BEER	(6.92)
07/11/2018	3276087	E 609-49751-252	Beer For Resale	BEER	105.50
07/11/2018	3276088	E 609-49751-252	Beer For Resale	BEER	105.50
					$204.08
ASPEN MILLS					
07/12/2018	219891	E 101-42210-437	Uniform Allowance	UNIFORMS-BRUNETTE	74.45
07/19/2018	220200	E 101-42210-437	Uniform Allowance	BRUNETTE, GOERS, HUGHES, V	59.40
					$133.85
BANYON DATA SYSTEMS, INC					
08/01/2018	00157679	E 101-41540-301	Auditing and Acct g Services	POS SUPPORT	408.00

08/01/2018	00157679	E 601-49440-301	Auditing and Acct g Services	POS SUPPORT	68.00
08/01/2018	00157679	E 602-49490-301	Auditing and Acct g Services	POS SUPPORT	68.00
08/01/2018	00157679	E 609-49750-301	Auditing and Acct g Services	POS SUPPORT	136.00
					$680.00
BELLBOY CORPORATION					
07/17/2018	65081800	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.50
07/17/2018	65081800	E 609-49751-251	Liquor For Resale	LIQUOR	1,620.44
07/17/2018	97933700	E 609-49750-210	Operating Supplies	OPERATING SUPPLIES	129.51
07/17/2018	97933700	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.76
07/17/2018	97933700	E 609-49751-254	Miscellaneous Merchandise	MISC	32.60
					$1,802.81
BERNICK COMPANIES, THE					
07/13/2018	438846	E 609-49751-252	Beer For Resale	BEER	649.70
07/20/2018	440290	E 609-49751-252	Beer For Resale	BEER	188.70
07/20/2018	440290	E 609-49751-255	N/A Products	N/A	25.55
					$863.95
BOLTON & MENK, INC.					
05/31/2018	0217907	G 602-16500	Construction in Progress	WWTP PROJECT	1,754.50
					$1,754.50
BREAKTHRU BEVERAGE					
05/07/2018	2080201698	E 609-49751-251	Liquor For Resale	LIQUOR	(125.00)
07/12/2018	1080828426	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.48
07/12/2018	1080828426	E 609-49751-251	Liquor For Resale	LIQUOR	1,547.45
07/12/2018	1080828427	E 609-49751-252	Beer For Resale	BEER	130.50
07/19/2018	1080831760	E 609-49751-206	Freight and Fuel Charges	FREIGHT	77.69
07/19/2018	1080831760	E 609-49751-251	Liquor For Resale	LIQUOR	6,577.32
07/19/2018	1080831760	E 609-49751-253	Wine For Resale	WINE	60.00
07/26/2018	1080834923	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.96
07/26/2018	1080834923	E 609-49751-251	Liquor For Resale	LIQUOR	470.24
07/26/2018	1080834923	E 609-49751-253	Wine For Resale	WINE	73.43
07/26/2018	1080834923	E 609-49751-254	Miscellaneous Merchandise	MISC	226.09
07/26/2018	1080834923	E 609-49751-255	N/A Products	NA	36.00
					$9,112.16
BUCHTA, TERESA					
06/20/2018	2451	G 601-22200	Deferred Revenues	ACCT #2451	182.08
					$182.08
CENTERPOINT ENERGY					
07/18/2018	.07180	E 101-41940-383	Gas Utilities	CITY HALL #1	16.98
07/18/2018	.07180	E 101-41940-383	Gas Utilities	CITY HALL #4	18.19
07/18/2018	.07180	E 101-41940-383	Gas Utilities	CITY HALL #3	16.98
07/18/2018	.07180	E 101-41940-383	Gas Utilities	CITY HALL #2	16.98
07/18/2018	.07180	E 101-42110-383	Gas Utilities	POLICE/PW	110.83
07/18/2018	.07180	E 101-42210-383	Gas Utilities	FIRE	57.61
07/18/2018	.07180	E 101-42210-383	Gas Utilities	FIRE GENERATOR	21.59
07/18/2018	.07180	E 101-43100-383	Gas Utilities	POLICE/PW	27.71
07/18/2018	.07180	E 101-45200-383	Gas Utilities	POLICE/PW	27.71
07/18/2018	.07180	E 101-45200-383	Gas Utilities	WARMING HOUSE	23.77
07/18/2018	.07180	E 601-49440-383	Gas Utilities	WATER PLANT	352.81
07/18/2018	.07180	E 601-49440-383	Gas Utilities	POLICE/PW	27.71
07/18/2018	.07180	E 601-49440-383	Gas Utilities	PUBLIC WORKS (4020 ST FRAN(	11.88
07/18/2018	.07180	E 602-49490-383	Gas Utilities	PUBLIC WORKS (4020 ST FRAN(	11.89
07/18/2018	.07180	E 602-49490-383	Gas Utilities	LIFT (23699 AMBASSADOR)	21.42
07/18/2018	.07180	E 602-49490-383	Gas Utilities	WWTP	23.77
07/18/2018	.07180	E 602-49490-383	Gas Utilities	WWTP	61.71
07/18/2018	.07180	E 602-49490-383	Gas Utilities	POLICE/PW	27.70
07/18/2018	.07180	E 609-49750-383	Gas Utilities	LIQUOR	25.46
					$902.70
CINTAS					
07/10/2018	4007485079	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	9.31
07/17/2018	4007689048	E 602-49490-417	Uniform Clothing & PPE	UNIFORMS	9.31
07/24/2018	40074919143	E 609-49750-219	Rug Maintenance	RUG MAINTENANCE	11.26

07/24/2018	4007913248	E 101-42110-402	Janitorial Service	UNIFORMS	9.31
					$39.19
CITY EMPLOYEES UNION, LOCAL #3					
07/24/2018	07252018	G 101-21707	Union Dues	MAINT UNION DUES-AUG 2018	135.00
					$135.00
COLONIAL INSURANCE					
07/25/2018	7129661-0805351	G 101-21712	Colonial Insurance	AUGUST INSURANCE	371.24
					$371.24
CONNEXUS ENERGY					
07/20/2018	0.7180	E 101-41940-381	Electric Utilities	CITY HALL	394.56
07/20/2018	0.7180	E 101-41940-381	Electric Utilities	SIGN	98.33
07/20/2018	0.7180	E 101-42110-381	Electric Utilities	SIREN	5.00
07/20/2018	0.7180	E 101-42110-381	Electric Utilities	POLICE/PW	994.15
07/20/2018	0.7180	E 101-42110-381	Electric Utilities	SIREN	5.00
07/20/2018	0.7180	E 101-42210-381	Electric Utilities	FIRE	369.30
07/20/2018	0.7180	E 101-43100-381	Electric Utilities	POLICE/PW	248.54
07/20/2018	0.7180	E 101-43100-386	Street Lighting	STREET LIGHTS	2,483.15
07/20/2018	0.7180	E 101-45200-381	Electric Utilities	PARKS	323.81
07/20/2018	0.7180	E 101-45200-381	Electric Utilities	POLICE/PW	248.54
07/20/2018	0.7180	E 601-49440-380	Electric-System	WATER	4,860.87
07/20/2018	0.7180	E 601-49440-381	Electric Utilities	POLICE/PW	248.54
07/20/2018	0.7180	E 602-49490-381	Electric Utilities	POLICE/PW	248.52
07/20/2018	0.7180	E 602-49490-381	Electric Utilities	WWTP	9,544.91
07/20/2018	0.7180	E 602-49490-381	Electric Utilities	LIFT STATIONS	865.73
07/20/2018	0.7180	E 609-49750-381	Electric Utilities	LIQUOR STORE	1,293.54
07/20/2018	073018	E 101-45230-311	Contract	ELECTRIC	14.46
					$22,246.95
CRYSTAL SPRINGS ICE					
07/14/2018	002.B004089	E 609-49751-254	Miscellaneous Merchandise	MISC	137.16
07/17/2018	002.B004146	E 609-49751-254	Miscellaneous Merchandise	MISC	186.70
07/21/2018	002.B004217	E 609-49751-254	Miscellaneous Merchandise	MISC	192.24
07/24/2018	002.B004272	E 609-49751-254	Miscellaneous Merchandise	MISC	153.36
					$669.46
DAHLHEIMER DIST. CO. INC.					
07/11/2018	1359859	E 609-49751-252	Beer For Resale	BEER	13,032.20
07/18/2018	182354	E 609-49751-252	Beer For Resale	BEER	13,395.27
07/18/2018	182354	E 609-49751-255	N/A Products	N/A	78.15
07/26/2018	1359973	E 609-49751-252	Beer For Resale	BEER	5,764.50
					$32,270.12
DELTA DENTAL					
07/15/2018	7352165	G 101-21711	Dental Insurance	AUG 2018 PREMIUM	1,251.00
					$1,251.00
DIAZ, MARIA					
07/10/2018	4845	G 601-22200	Deferred Revenues	REF ACCT #4845	178.96
					$178.96
DODGE OF BURNSVILLE, INC.					
06/29/2018	N23607	E 402-42110-550	Vehicles	2018 DODGE CHARGER	23,256.00
07/12/2018	N23606	E 402-42110-550	Vehicles	2018 DODGE CHARGER	23,256.00
					$46,512.00
E.H. RENNER					
07/12/2018	202	E 601-49440-229	Project Repair & Maintenance	WELL INSPECTION	300.00
07/12/2018	202	E 601-49440-233	Water Treatment Plant Maint	WELL INSPECTION	300.00
					$600.00
ECM PUBLISHERS, INC.					
07/20/2018	617026	E 405-43100-351	Legal Notices Publishing	STREET RECON BIDS	129.00
					$129.00
ELITE SANITATION					

07/16/2018	24994	E 101-45200-402	Janitorial Service	PORTABLE TOILET RENTAL	678.00
					$678.00

EMERGENCY AUTOMOTIVE TECH. INC

07/20/2018	SVC26586	E 101-42110-221	Vehicle Repair & Maintenance	DODGE CHARGERS	264.50
					$264.50

FINANCE AND COMMERCE

07/20/2018	743869131	E 405-43100-351	Legal Notices Publishing	2018 STREET RECONDITIONING	111.25
					$111.25

GRANITE CITY JOBBING CO.

07/10/2018	98130	E 609-49751-254	Miscellaneous Merchandise	MISC	64.05
07/10/2018	98130	E 609-49751-256	Tobacco Products For Resale	TOBACCO	2,099.87
07/24/2018	100160	E 609-49751-254	Miscellaneous Merchandise	MISC	7.38
07/24/2018	100160	E 609-49751-256	Tobacco Products For Resale	TOBACCO	2,328.68
					$4,499.98

HAWKINS, INC.

06/28/2018	4310604	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	4,574.90
07/09/2018	4317366	E 601-49440-216	Chemicals and Chem Products	CHEMICALS	1,714.85
					$6,289.75

INNOVATIVE OFFICE SOLUTIONS, L

07/11/2018	IN2114597	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	12.39
07/11/2018	IN2114597	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	28.70
07/11/2018	IN2114716	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	280.19
07/19/2018	IN2125497	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	71.64
07/25/2018	IN2132936	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	19.25
07/26/2018	IN2134500	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	45.37
					$457.54

INTERNAT L INST OF MUNI CLERKS

07/02/2018	4767-2	E 101-41400-433	Dues and Subscriptions	ANNUAL MEMBERSHIP-STREICH	260.00
					$260.00

ISD #15

06/28/2018	3836	E 601-49440-221	Vehicle Repair & Maintenance	2010 FORD ESCAPE	52.79
06/28/2018	3837	E 101-43100-221	Vehicle Repair & Maintenance	1990 CHEV TANKER TRUCK	98.01
06/28/2018	3837	E 101-45200-221	Vehicle Repair & Maintenance	1990 CHEV TANKER TRUCK	98.01
06/28/2018	3837	E 601-49440-221	Vehicle Repair & Maintenance	1990 CHEV TANKER TRUCK	98.00
06/28/2018	3837	E 602-49490-221	Vehicle Repair & Maintenance	1990 CHEV TANKER	98.00
06/28/2018	3838	E 101-45200-218	Equipment Repair & Maintenance	2007 BELLOWS	548.56
06/28/2018	3839	E 602-49490-228	Equipment Maintenance	2005 JOHN DEERE	167.49
06/28/2018	3840	E 101-45200-221	Vehicle Repair & Maintenance	2017 DODGE	77.00
06/28/2018	3841	E 101-42110-221	Vehicle Repair & Maintenance	2015 DODGE CHARGER	43.24
07/17/2018	3849	E 101-42110-221	Vehicle Repair & Maintenance	2017 DODGE CHARGER	967.70
07/17/2018	3850	E 101-42110-221	Vehicle Repair & Maintenance	2014 DODGE CHARGER	43.24
07/17/2018	3851	E 101-42110-221	Vehicle Repair & Maintenance	2015 DODGE CHARGER	17.93
07/18/2018	3853	E 101-43100-221	Vehicle Repair & Maintenance	2014 RAM	236.79
07/18/2018	3855	E 601-49440-221	Vehicle Repair & Maintenance	2012 FORD PICKUP	426.71
07/20/2018	3862	E 101-42110-221	Vehicle Repair & Maintenance	2017 DODGE CHARGER	66.95
07/20/2018	3863	E 101-42110-221	Vehicle Repair & Maintenance	2015 DODGE CHARGER	43.24
07/20/2018	3864	E 601-49440-221	Vehicle Repair & Maintenance	2018 CHEVROLET	39.50
07/24/2018	3865	E 602-49490-221	Vehicle Repair & Maintenance	2007 DODGE	272.60
08/26/2018	3868	E 101-42110-221	Vehicle Repair & Maintenance	2017 DODGE CHARGER	394.34
					$3,790.10

JJ TAYLOR DISTRIBUTING

07/11/2018	2865624	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
07/11/2018	2865624	E 609-49751-252	Beer For Resale	BEER	1,049.65
07/18/2018	2865688	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
07/18/2018	2865688	E 609-49751-252	Beer For Resale	BEER	2,284.80
07/18/2018	2865688	E 609-49751-255	N/A Products	N/A	27.65
07/25/2018	2865730	E 609-49751-206	Freight and Fuel Charges	FUEL	3.00
07/25/2018	2865730	E 609-49751-252	Beer For Resale	BEER	876.00
					$4,247.10

JOHNSON BROS WHLSE LIQUOR

06/29/2018	1045551	E 609-49751-206	Freight and Fuel Charges	FREIGHT	323.42
06/29/2018	1045551	E 609-49751-251	Liquor For Resale	LIQUOR	12,172.50
06/29/2018	1045552	E 609-49751-206	Freight and Fuel Charges	FREIGHT	61.23
06/29/2018	1045552	E 609-49751-253	Wine For Resale	WINE	3,193.00
07/11/2018	1054081	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.41
07/11/2018	1054081	E 609-49751-251	Liquor For Resale	LIQUOR	1,500.00
07/11/2018	1054082	E 609-49751-206	Freight and Fuel Charges	FREIGHT	42.39
07/11/2018	1054082	E 609-49751-253	Wine For Resale	WINE	1,795.35
07/17/2018	690757	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(117.75)
07/17/2018	690757	E 609-49751-251	Liquor For Resale	LIQUOR	(4,837.50)
07/17/2018	690758	E 609-49751-206	Freight and Fuel Charges	WINE	(4.71)
07/17/2018	690758	E 609-49751-253	Wine For Resale	WINE	(297.90)
07/18/2018	1059475	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.28
07/18/2018	1059475	E 609-49751-251	Liquor For Resale	LIQUOR	500.13
07/18/2018	1059476	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.55
07/18/2018	1059476	E 609-49751-253	Wine For Resale	WINE	724.53
07/25/2018	1064833	E 609-49751-206	Freight and Fuel Charges	FREIGHT	135.03
07/25/2018	1064833	E 609-49751-251	Liquor For Resale	LIQUOR	6,459.39
07/25/2018	1064834	E 609-49751-206	Freight and Fuel Charges	FREIGHT	23.55
07/25/2018	1064834	E 609-49751-253	Wine For Resale	WINE	693.95
07/25/2018	1064835	E 609-49751-252	Beer For Resale	BEER	345.84
					$22,762.69

KENNEDY & GRAVEN

06/25/2018	143417	E 101-41110-441	Miscellaneous	GENERAL MATTERS	1,948.05
					$1,948.05

KIMS KLEANING

07/31/2018	5250	E 101-41940-402	Janitorial Service	CLEANING	150.00
07/31/2018	5251	E 101-45000-402	Janitorial Service	CLEANING	100.00
07/31/2018	5252	E 101-43100-402	Janitorial Service	CLEANING	190.00
07/31/2018	5252	E 101-45200-402	Janitorial Service	CLEANING	190.00
07/31/2018	5252	E 601-49440-402	Janitorial Service	CLEANING	190.00
07/31/2018	5252	E 602-49490-402	Janitorial Service	CLEANING	190.00
07/31/2018	5253	E 601-49440-402	Janitorial Service	CLEANING	200.00
07/31/2018	5254	E 101-42110-402	Janitorial Service	CLEANING	900.00
07/31/2018	5255	E 602-49490-402	Janitorial Service	CLEANING	220.00
					$2,330.00

LAW ENFORCEMENT LABOR SVCS.

07/24/2018	072418	G 101-21707	Union Dues	POLICE UNION DUES-AUG 2018	392.00
07/24/2018	072518	G 101-21707	Union Dues	POLICE UNION DUES - AUG 201	49.00
					$441.00

LITIN PAPER

05/10/2018	495895	E 101-43210-439	Recycling Days	SUPPLIES	276.62
05/10/2018	495918	E 101-43210-439	Recycling Days	SUPPLIES	115.05
					$391.67

LMC INSURANCE TRUST

07/24/2018	080118	E 101-41400-360	Insurance	INSURANCE	225.00
					$225.00

LUPULIN BREWING

07/18/2018	13734	E 609-49751-252	Beer For Resale	BEER	103.50
					$103.50

MARTELL, NICHOLAS

06/20/2018	5062	G 601-22200	Deferred Revenues	REF ACCT #5062	40.99
					$40.99

MARTIES FARM SERVICE

07/26/2018	95983	E 101-45200-419	Turf/Fertilizer/Weed Control	LANDSCAPE SUPPLIES	20.49
					$20.49

MCDONALD DIST CO.

07/10/2018	112-0364	E 609-49751-252	Beer For Resale	BEER	(33.15)

07/10/2018	453275	E 609-49751-252	Beer For Resale	BEER	17,046.85
07/10/2018	453275	E 609-49751-255	N/A Products	N/A	84.75
07/10/2018	453317	E 609-49751-252	Beer For Resale	BEER	(86.00)
07/17/2018	112-0367	E 609-49751-252	Beer For Resale	BEER	(60.00)
07/17/2018	454084	E 609-49751-252	Beer For Resale	BEER	8,089.10
07/17/2018	454084	E 609-49751-255	N/A Products	N/A	22.35
07/24/2018	454966	E 609-49751-252	Beer For Resale	BEER	5,900.45
07/24/2018	454966	E 609-49751-255	N/A Products	NA	22.35
					$30,986.70
MCDOWALL COMPANY					
07/13/2018	10829	E 101-42210-401	Repairs/Maint Buildings	DRYER VENT INSTALL	2,000.00
					$2,000.00
METRO SALES, INC.					
07/16/2018	INV1121446	E 101-42110-311	Contract	COPIES	319.92
					$319.92
MN FIRE CERTIFICATION BOARD					
07/12/2018	5839	E 101-42210-200	Office Supplies	TRAINING-KIZER	115.00
					$115.00
MN IAAI					
07/19/2018	2144081621	E 101-42210-208	Training and Instruction	2017 CONFERENCE	305.00
					$305.00
MN NCPERS LIFE INSURANCE					
07/23/2018	0818	G 101-21713	MN Life	AUGUST INSURANCE	32.00
					$32.00
NORTH MEMORIAL OCCUPATIONAL ME					
07/05/2018	00041314-00	E 601-49440-441	Miscellaneous	TESTING	27.00
					$27.00
NORTHERN SALT INCORPORATED					
06/23/2018	12658	E 101-43100-407	Gravel Repair & Maint	CALCIUM CHLORIDE	13,796.51
					$13,796.51
PACE ANALYTICAL SERVICES					
05/29/2018	181293979	E 602-49490-313	Sample Testing	SAMPLE TESTING	108.00
06/13/2018	181294606	E 602-49490-313	Sample Testing	SAMPLE TESTING	151.00
07/06/2018	181295462	E 602-49490-313	Sample Testing	SAMPLE TESTING	123.00
07/06/2018	181295463	E 602-49490-313	Sample Testing	SAMPLE TESTING	108.00
07/06/2018	181295471	E 602-49490-313	Sample Testing	SAMPLE TESTING	120.00
07/10/2018	181295572	E 602-49490-313	Sample Testing	SAMPLE TESTING	173.00
07/11/2018	181295699	E 602-49490-313	Sample Testing	SAMPLE TESTING	138.00
07/20/2018	181296024	E 602-49490-313	Sample Testing	SAMPLE TESTING	108.00
					$1,029.00
PAUL EMMERICH CONSTRUCTION					
08/01/2018	3581	G 803-22000	Deposits	ESC REF 3581 235TH LN	5,300.00
					$5,300.00
PAUSTIS WINE COMPANY					
07/23/2018	18142	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.50
07/23/2018	18142	E 609-49751-253	Wine For Resale	WINE	128.00
					$132.50
PEARSON, JEREMY					
06/20/2018	1366	G 601-22200	Deferred Revenues	REF ACCT #1366	396.74
					$396.74
PEDERSON, JILL					
06/20/2018	1712	G 601-22200	Deferred Revenues	REF ACCT #1712	58.44
					$58.44
PHILLIPS WINE & SPIRITS CO.					
06/29/2018	2382270	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.71

06/29/2018	2382270	E 609-49751-251	Liquor For Resale	LIQUOR	541.50
07/11/2018	2388111	E 609-49751-206	Freight and Fuel Charges	FREIGHT	126.39
07/11/2018	2388111	E 609-49751-251	Liquor For Resale	LIQUOR	9,049.10
07/11/2018	2388112	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.71
07/11/2018	2388112	E 609-49751-253	Wine For Resale	WINE	84.00
07/11/2018	2388113	E 609-49751-206	Freight and Fuel Charges	FREIGHT	6.28
07/11/2018	2388113	E 609-49751-254	Miscellaneous Merchandise	MISC	85.00
07/13/2018	300292	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.57)
07/13/2018	300292	E 609-49751-253	Wine For Resale	WINE	(28.00)
07/18/2018	2391795	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.85
07/18/2018	2391795	E 609-49751-251	Liquor For Resale	LIQUOR	542.95
07/18/2018	2391796	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.57
07/18/2018	2391796	E 609-49751-254	Miscellaneous Merchandise	MISC	38.80
07/25/2018	2395576	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.69
07/25/2018	2395576	E 609-49751-251	Liquor For Resale	LIQUOR	1,725.10
07/25/2018	2395577	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.57
07/25/2018	2395577	E 609-49751-253	Wine For Resale	WINE	40.50
					$12,257.15

POSTMASTER - ST. FRANCIS

07/20/2018	072518	E 101-41400-322	Postage	MARKETING MAIL	225.00
07/30/2018	073018	E 101-43210-439	Recycling Days	2018 RECYCLING EVENTS	614.12
					$839.12

PROGRESSIVE BUILDERS

07/24/2018	17-355	G 803-22000	Deposits	ESC REF 23263 UNDERCLIFT ST	5,300.00
					$5,300.00

RITEWAY BUSINESS FORMS

07/27/2018	18-32503	E 101-41400-200	Office Supplies	CHECKS	72.77
07/27/2018	18-32503	E 601-49440-200	Office Supplies	CHECKS	72.77
07/27/2018	18-32503	E 602-49490-200	Office Supplies	CHECKS	72.77
07/27/2018	18-32503	E 609-49750-200	Office Supplies	CHECKS	72.79
					$291.10

RJM DISTRIBUTING INC.

07/09/2018	IND016597	E 609-49751-252	Beer For Resale	BEER	164.85
07/09/2018	IND016597	E 609-49751-254	Miscellaneous Merchandise	MISC	36.00
					$200.85

ROSEVILLE, CITY OF

07/24/2018	0224764	E 101-41110-310	Computer Consulting Fees	IT SERVICES	291.98
07/24/2018	0224764	E 101-41400-310	Computer Consulting Fees	IT SERVICES	948.95
07/24/2018	0224764	E 101-41910-310	Computer Consulting Fees	IT SERVICES	146.06
07/24/2018	0224764	E 101-42110-310	Computer Consulting Fees	IT SERVICES	3,357.85
07/24/2018	0224764	E 101-42210-310	Computer Consulting Fees	IT SERVICES	540.17
07/24/2018	0224764	E 101-42400-310	Computer Consulting Fees	IT SERVICES	270.08
07/24/2018	0224764	E 101-43100-310	Computer Consulting Fees	IT SERVICES	291.98
07/24/2018	0224764	E 101-45200-310	Computer Consulting Fees	IT SERVICES	291.98
07/24/2018	0224764	E 601-49440-310	Computer Consulting Fees	IT SERVICES	291.98
07/24/2018	0224764	E 602-49490-310	Computer Consulting Fees	IT SERVICES	291.98
07/24/2018	0224764	E 609-49750-310	Computer Consulting Fees	IT SERVICES	145.99
07/24/2018	0224805	E 101-41940-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 101-42110-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 101-42210-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 101-43100-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 101-45200-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 601-49440-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 602-49490-321	Telephone	PHONE	83.79
07/24/2018	0224805	E 609-49750-321	Telephone	PHONE	83.82
					$7,539.35

ROYAL SUPPLY

07/23/2018	23934	E 101-41940-210	Operating Supplies	SUPPLIES	18.15
07/23/2018	23934	E 101-42110-217	Other Operating Supplies	SUPPLIES	72.61
07/23/2018	23934	E 101-43100-217	Other Operating Supplies	SUPPLIES	36.30
07/23/2018	23934	E 101-45200-217	Other Operating Supplies	SUPPLIES	36.30
07/23/2018	23934	E 601-49440-217	Other Operating Supplies	SUPPLIES	36.30

07/23/2018	23934	E 602-49490-217	Other Operating Supplies	SUPPLIES	36.34
					$236.00
SOUTHERN GLAZERS OF MN					
06/29/2018	5031974	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.49
07/12/2018	1705232	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.47
07/12/2018	1705232	E 609-49751-251	Liquor For Resale	LIQUOR	2,191.37
07/12/2018	1705233	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.28
07/12/2018	1705233	E 609-49751-253	Wine For Resale	WINE	56.00
07/12/2018	1705234	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.28
07/12/2018	1705234	E 609-49751-251	Liquor For Resale	LIQUOR	89.91
07/19/2018	1707957	E 609-49751-206	Freight and Fuel Charges	FREIGHT	1.39
07/19/2018	1707957	E 609-49751-253	Wine For Resale	WINE	88.00
07/19/2018	1707958	E 609-49751-206	Freight and Fuel Charges	FREIGHT	21.33
07/19/2018	1707958	E 609-49751-251	Liquor For Resale	LIQUOR	2,004.41
07/26/2018	1710595	E 609-49751-206	Freight and Fuel Charges	FREIGHT	36.27
07/26/2018	1710595	E 609-49751-251	Liquor For Resale	LIQUOR	2,096.64
					$6,604.84
STASSEN, CORBIN					
06/20/2018	3755	G 601-22200	Deferred Revenues	REF ACCT #3755	111.95
					$111.95
SUN LIFE FINANCIAL					
07/24/2018	072418	E 101-41400-130	Employer Paid Insurance	AUGUST INSURANCE	202.03
07/24/2018	072418	E 101-41500-130	Employer Paid Insurance	AUGUST INSURANCE	132.95
07/24/2018	072418	E 101-41910-130	Employer Paid Insurance	AUGUST INSURANCE	135.59
07/24/2018	072418	E 101-42110-130	Employer Paid Insurance	AUGUST INSURANCE	871.52
07/24/2018	072418	E 101-42400-130	Employer Paid Insurance	AUGUST INSURANCE	67.95
07/24/2018	072418	E 101-43100-130	Employer Paid Insurance	AUGUST INSURANCE	189.18
07/24/2018	072418	E 101-43210-130	Employer Paid Insurance	AUGUST INSURANCE	42.04
07/24/2018	072418	E 101-45200-130	Employer Paid Insurance	AUGUST INSURANCE	189.18
07/24/2018	072418	E 601-49440-130	Employer Paid Insurance	AUGUST INSURANCE	60.24
07/24/2018	072418	E 602-49490-130	Employer Paid Insurance	AUGUST INSURANCE	60.23
07/24/2018	072418	E 609-49750-130	Employer Paid Insurance	AUGUST INSURANCE	128.10
					$2,079.01
SYNOVIA SOLUTIONS					
07/21/2018	111601	E 101-43100-311	Contract	LEASE FOR GPS	45.79
07/21/2018	111601	E 101-45200-311	Contract	LEASE FOR GPS	45.79
07/21/2018	111601	E 601-49440-311	Contract	LEASE FOR GPS	45.79
07/21/2018	111601	E 602-49490-311	Contract	LEASE FOR GPS	45.82
					$183.19
THARP, STEVE					
07/07/2018	07232018	E 602-49490-229	Project Repair & Maintenance	CUSTOM TILL WW PONDS	500.00
					$500.00
THE AMERICAN BOTTLING COMPANY					
07/19/2018	3562804580	E 609-49751-254	Miscellaneous Merchandise	MISC	188.76
					$188.76
TITAN ENERGY SYSTEMS					
07/23/2018	180718-059	E 101-42210-401	Repairs/Maint Buildings	GEN LOAD BANK 2 HOUR	688.00
07/23/2018	180718-068	E 602-49490-228	Equipment Maintenance	GEN LOAD BANK 2 HOUR	785.00
07/24/2018	180718-065	E 601-49440-233	Water Treatment Plant Maint	GEN LOAD BANK 2 HOUR	1,266.00
07/27/2018	180718-055	E 602-49490-229	Project Repair & Maintenance	GEN LOAD BANK 2 HOUR	1,416.00
07/27/2018	180718-063	E 601-49440-237	Small Equipment	GEN LOAD BANK 2 HOUR	425.00
07/27/2018	180718-063	E 602-49490-237	Small Equipment	GEN LOAD BANK 2 HOUR	425.00
07/27/2018	180718-066	E 602-49490-229	Project Repair & Maintenance	GEN LOAD BANK 2 HOUR	785.00
					$5,790.00
TJ ASSOCIATES					
07/17/2018	227703	E 603-49490-418	Storm Water Management	STORMWATER LETTERS	105.48
					$105.48
TOTAL CONTROL SYSTEMS, INC.					
06/29/2018	8357	E 601-49440-229	Project Repair & Maintenance	VERSION UPGRADE	944.00

06/29/2018	8357	E 601-49440-233	Water Treatment Plant Maint	VERSION UPGRADE		944.00
						$1,888.00
WARNER, JASON						
06/20/2018	4344	G 601-22200	Deferred Revenues	REF ACCT #4344		77.84
						$77.84
FUND SUMMARY						$269,932.41

101 GENERAL FUND	$44,765.97
402 CAPITAL EQUIPMENT	$47,237.00
405 Street Improvement Fund	$240.25
601 WATER FUND	$18,898.15
602 SEWER FUND	$19,281.95
603 STORM WATER	$105.48
609 MUNICIPAL LIQUOR FUND	$128,803.61
803 ESCROW	$10,600.00
Total	269,932.41

CITY OF ST. FRANCIS
8/6/2018

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
74511	7/23/2018	Postmaster	Postage-Storm Water	460.80
74512	7/23/2018	Verizon Wireless	Phone	575.58
		TOTAL		1,036.38

Disbursements via Debits to 4M Account

	Payee	Description	Amount
8/20/2018	MN PFA	Water Plant Debt Payment	618,902.39
8/20/2018	MN PFA	WWTP Debt Payment	296,960.00
	TOTAL		915,862.39

Disbursements via Debits to Checking Account

	Payee	Description	Amount
	TOTAL		0.00

P:\awork\2018\Other\Bill list\ACH Files approved by Council-2018.xlsx

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 J

TO: Joe Kohlmann, City Administrator

FROM: Paul Teicher, Public Works Director

SUBJECT: Routine Sewer cleaning (Jetting)

DATE: 8-6-2018

OVERVIEW:

Each year, the city of St. Francis hires a sanitary sewer cleaning company to clean one of the five sanitary sewer districts as part of our annual sewer maintenance program. This year, it will be district two. This area consists of all sewer mains from Hwy 47, going east to the river. Sewer cleaning or jetting is accomplished by using high pressure water (2000 psi) to scour and clean the mains. This is done to eliminate any potential blockages or obstructions that may be in the sewer main. Staff has obtained 2 quotes for this work with the low quote being **$18,075.00.**

ACTION TO BE CONSIDERED:

Approve 2018 quotes for routine sanitary sewer system maintenance for work to be completed in 2018.

BUDGET IMPLICATION:

This is a budgeted item in the yearly operation and maintenance budget, typically approved by Council every December.

Attachments:

1. Ritter and Ritter quote.
2. Empire Pipe Services quote.

RITTER & RITTER
INCORPORATED
Sewer Service

1630 - 91st Avenue NE, Suite 110
Blaine MN 55449

Phone 218-927-3138
E-mail joy.larsen@ritterinc.net

Quote: Sanitary Sewer Cleaning

ITEM	UNIT	EST QTY	UNIT PRICE	AMOUNT
Combination Machine Cleaning	LF	26,000	$ 0.60	$ 15,600.00
Clean & Televise	LF	1,500	$ 1.65	$ 2,475.00
Total Quote				$ 18,075.00

Joy Larsen-Ritter
CEO
7/12/2018

empire PIPE SERVICES
www.empire-pipe.com

July 23, 2018-Revised

Maintenance Proposal

Submitted To: City of St. Francis
4058 St. Francis Blvd.
St. Francis, MN 55070

Attn: Parish Barten

Job Name/ Location: Sanitary Sewer Cleaning Maintenance Proposal, St. Francis, MN

We hereby submit the following specifications per these scope clarifications:

- The total Sanitary Sewer proposed to be Cleaned is approximately 26,000' of 8-12"piping with an additional 1,500' to be Cleaned & Televised
- Sewer Maps/Plans will need to be provided and manholes need to be exposed
- Pricing breakdown is on the 2nd page of the maintenance proposal
- Cleaning includes up to (2) cleaning passes, over (3) will be considered "heavy cleaning"
- Any specialty cleaning such as root cutting or deposit removal will be at an additional hourly charge
- We assume to have access to water at no additional charge to conduct cleaning
- Dump site for all vacuumed debris will need to be provided by the city pricing does not include dumping elsewhere at this time
- (2) copies of typed reports and flash drive will be provided
- We assume all Manholes are accessible by street or alley way any easement work would be done on an hourly basis.
- Any deficiencies in the piping that require for the crawler camera to reset up on the other manhole a "reverse setup charge" will be added.
- Our technicians are PACP certified (Pipeline Assessment Certification Program) and the video will be conducted per PACP guidelines if requested
- If needed our televising software is GIS asset software compatible
- Manhole Inspections if requested will be conducted per Level 1(MACP guidelines)
- Minimal Traffic Control is included at this time
- Any work done on Highways may require Right of Way work permits from MN DOT

All material is guaranteed to be as specified. All work to be completed in a substantial workmanlike manner according to specifications submitted per standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

Authorized Signature: Shawn Wenner

Acceptance of Proposal The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance

Authorized Signature

PIPE SERVICES
www.empire-pipe.com

July 23, 2018

City of St. Francis
4058 St. Francis Blvd.
St. Francis, MN 55070
Attn: Parish Barten

City of St. Francis

Sanitary Sewer Cleaning Maintenance Proposal

2018

Item No.	Description	Unit	Estimated Quantity	Unit Price	Estimated Total Price
1	Cleaning only of existing Sanitary Sewer 8-12"	LF	26,000	$0.63	$16,380.00
2	Clean & Televise existing Sanitary Sewer	LF	1,500	$1.95	$2,925.00
	Total Estimated Amount:				$19,305.00

Additional Item Rates that may be needed on a per Incident Basis for the duration of the agreement*

1	Reverse Setups	EA	1	$140.00
2	Root Cutting & Deposits (Camera & Jet Vac)	HR	1	$475.00
4	Televising Truck w/operator	HR	1	$225.00
5	Lateral Launch Camera	quote on per incident basis		
6	Heavy Cleaning	HR	1	$240.00
7	Manhole Inspections (MACP Level 1)	EA	1	$70.00
8	Cleaning of Lift station (Average cost)	EA	1	$450.00
9	Trenchless Spot Repair	per incident basis		
10	Per Diem (only if there is additional work over 6 hrs)	EA	1	$200.00
11	Additional Tech (if needed)	HR	1	$70.00

*Additional items will be tracked in half-hour increments

Wenner Holdings, LLC, DBA Empire Pipe Services
415 Truman Street
North Mankato, MN 56003

Shawn Wenner, CEO Empire Pipe Services

Acceptance of Proposal The above prices, specifications, and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance

Authorized Signature

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
4 K

TO: Joe Kohlmann, City Administrator

FROM: Paul Teicher, Public Works Director

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

DATE: 8-6-18

OVERVIEW:

It is time to trade our Bobcat Skid Loader for a new one. 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 **$2600.00** 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.

ACTION TO BE CONSIDERED:

Authorize the trade of our old Bobcat Skid Loader for a new Bobcat Skid Loader for approximately **$2600.00** from Crawford's Equipment.

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
Date7/18/18:

Ship to	Bobcat Dealer	Bill To
CRAWFORDS Attn: CITY OF ST FRANCIS ATTEN MR JEREMY SHOOK 4020 ST FRANCIS BLVE ST FRANCIS MN 55070 Phone: 763 753 2304	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	$40,489.00	$40,489.00
A91 Option Package	M0259-P01-A91	1	$9,446.00	$9,446.00
Cab enclosure with Heat and AC	Power Bob-Tach			
High Flow Hydraulics	Deluxe Instrument Panel			
Two-Speed Travel	Keyless Start			
Sound Reduction	3-Point Belt			
Hydraulic Bucket Positioning	Attachment Control Kit			
	Cab Accessories Package			
Radio	M0259-R26-C02	1	$417.00	$417.00
Telematics US	M0259-R51-C02	1	$0.00	$0.00
Strobe Light Kit, Amber	7129301	1	$226.00	$226.00

Total of Items Quoted		**$50,578.00**
Dealer P.D.I.		**$150.00**
Freight Charges		**$448.00**
Trade-in	2017 S570 A-91	**($36,437.00)**
Discount	DISCOUNT	**($12,139.00)**
Quote Total - US dollars		**$2,600.00**

Notes:
THANKS JEREMY

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:** ________

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
6 A

TO: Joe Kohlmann, City Administrator

FROM: Kate Thunstrom, Community Development Director

SUBJECT: Minnesota GreenStep City program participation

DATE: 08/6/2018

The statewide effort *GreenStep Cities* was created to provide a pathway to achieve sustainability goals through implementation of best practices focused on cost savings, energy use reduction and innovation. This is a free and voluntary program in which 115 cities throughout Minnesota have joined so far.

This effort is based upon best practices in areas such as Building and Lighting, Land Use, Transportation, Environmental Management, Economic and Community Development. This is a five step the program with the flexibility to move through steps at our own pace.

This program will work to recognize what the city is accomplishing through initiatives with residential solar and proposed projects at the Public Works site, storm water management and planning efforts. Being part of this program will also provide the city with information and resources for future initiatives. Being a GreenStep City also provides a supportive piece for the 2040 Comprehensive Plan in regards to resiliency requirements.

Tonight, a representative from the GreenStep Cities program is here to present an award to the City for its participation and being a Step 1 City.

City of
St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
7A

TO: Joe Kohlmann, City Administrator

FROM: Darcy Mulvihill, Finance Director

SUBJECT: **CIP 2019-2023 Hearing and Approval**

DATE: August 6th, 2018

OVERVIEW:

Each year the city must approve the CIP for the next 5 years by August 15th. The proposed CIP was put out on the website back in June. It can be found under departments-finance-documents. It is 2019-2023 Capital Improvement Plan-Proposed.

In 2015, the city combined the fire truck replacement fund with the capital equipment fund. Amounts are designated for the replacement of fire trucks and other fire equipment. With this change we are hoping to level out the amount needed each year going into this fund and any monies not spent would be left in the fund to build up reserves for following years.

Funding for the capital equipment is coming from transfers from Water and Sewer of $10,000 each per year and for 2018, $230,000 from the general tax levy.

ACTION TO BE CONSIDERED:

Council needs to have the public hearing on the CIP for 2019-2023. After the hearing has been concluded, the 2019-2023 Capital Improvement Plan would need to be approved.

BUDGET IMPLICATION:

Capital equipment purchases will be added to the budget in the year they are to be purchased. Other projects will need to be brought to council when the project is scheduled to move forward.

FIVE YEAR CAPITAL IMPROVEMENT PLAN

2019-2023

23340 Cree Street NW, St. Francis, MN 55070
Phone: 763-753-2630 Fax: 763-753-9881
www.stfrancismn.org

Proposed 06-30-2018

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City of St. Francis

2019-2023 Capital Improvement Plan

Table of Contents

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City of St. Francis
Capital Improvement Plan
2019-2023

The Capital Improvement Plan (CIP) is a schedule of proposed public projects and purchases over a five-year period. Capital improvements are projects, which require acquisition, construction, or replacement of various equipment or facilities, including public buildings, infrastructure, utilities and parks.

The purpose of the CIP is to:

- identify capital expenditures which are anticipated to be requested over a five-year period;
- determine a source of funding for the requests; and
- provide an opportunity for long term planning.

The plan is not intended to provide for precise budgeting. Capital costs are projected as estimates. Upon each update of the plan, deletions, additions, delays, or other revisions may occur, reflecting changing community needs. These changes allow for budget refinements as a particular project nears actual construction.

Approval of the CIP by City Council does not authorize spending or initiation of a given project. The plan is a planning and financial tool which not only tells the viewer where things are going but also facilitates negotiation and decision making for community development.

With this plan, staff has tried to layout all equipment needs for the city along with anticipated infrastructure needs. The plan also shows amounts anticipated for projects in 2024-2038 for informational purposes only.

For this five year plan, the city is again using the Plan-it software program to account for equipment and infrastructure needs. This format will be reviewed and enhanced over the next couple of years. The council and staff still need to plan for implementation of funding mechanisms for the other items besides the general capital equipment. This includes streets, facility maintenance, parks and some enterprise fund needs.

The plan is broken down into fund levels

- Capital Equipment Fund
- Street Improvement Fund
- Building Fund-Facility Maintenance
- Park Improvement Fund
- Enterprise Funds
    - Water
    - Sewer
    - Storm Water
    - Liquor

Capital Equipment

The Capital Equipment fund provides for all the equipment needs of the city except for equipment designated exclusively for the enterprise funds (Water, Sewer, Storm Water and Liquor). The replacement schedule is based on the life expectancy of these assets. Life expectancy is based on generally several different factors: generally accepted useful life of the asset, staff evaluation of the condition of the asset, and financial feasibility of the replacement of the asset. In 2015, the city transferred money into this fund to ensure sufficient funds for the purchasing of equipment. The cash flow over the next 20 years is presented. This provides for a long range plan for equipment replacement, but the focus on the plan is on the years 2019-2023. The cash reserves stay positive over the 20 years, but please note that additions will be made to the years as time proceeds.

The on-going needs of the capital equipment fund are met by two sources of funds. The first source is a tax levy which is $230,000 for 2019 and increases $10,000 a year. The second source is a yearly transfer from the Water Fund and the Sewer Fund of $10,000 per fund to cover shared equipment.

As a general rule, staff brings almost all capital equipment items to the City Council with the exception of essential, small dollar valued equipment such as computers and public safety radios. It should be a rhythm of staff presenting items and council approving the identified purchases annually to ensure sufficient equipment. The city's purchasing policy states: "If the purchase is over $25,000, Council approval is required before the purchase can be made.....Capital outlay purchase are items costing $5,000 or more individually that have a life expectancy of at least two years....All capital outlay purchases require approval of the City Administrator unless the purchase has been approved by the City Council."

Street Fund

The Street Fund is being set up to account for maintenance, rehabilitation and reconstruction of city streets. In the past, the maintenance (sealcoating and crack filling) was accounted for in the General Fund along with the yearly municipal maintenance money received from the State of Minnesota. Overlays and/or reconstruction would be accounted for in a separate fund with the funding usually coming from bond proceeds. Staff is proposing 2 one-time transfers to this new fund. These transfers would be $1,300,000 from the General Fund, this will leave the fund over the recommend MN State Auditor's amount of 50% fund balance, and approximately $125,000 from the Rum River Bluffs Development which will close out the fund. The Pederson Drive project is also being closed out. That fund is at a negative balance of $32,308.75 The city council did levy $60,000 in 2018 for the street fund with an increase of $60,000 per year to pay for the projects.

Staff has been able to determine that $60,000 added annually to the property taxes, which is about 2% increase in the levy would be suffice in dedicating enough money to pay cash for road improvement projects. Every year the city would certify a dollar amount to the Anoka County to fund these costs

Building (Facility Maintenance) Fund

The City's buildings are generally in good shape. They are 96% adequate, 3% marginal, and 1% problem. There is no consistent funding source to do the major maintenance items for city buildings. The Capital Equipment Fund identifies a small amount annually for any improvements that need to be identified ($10,000 annually for City Hall).

Through 2025, the city has identified $226,100 in improvements for city buildings. This includes city hall, fire station, and the police/public works buildings. There is also $885,000 identified for 2032 for projects on these buildings. The city started to levy $60,000 a year in 2018 for major maintenance projects of city buildings. This levy as shown on the cash flow is not adequate for the needs associated with these buildings.

Due to the age, size, and maintenance of the City Hall and Fire Station –the City should spend the next few years evaluating potential avenues for building consolidation and long term plans for these buildings prior to determining if these improvements should be made and how they are funded.

Parks

The City's park infrastructure is primarily funded by Park Dedication Fees that are paid for by land developers. Today, there is $122,500 in the Park Fund. This is obviously not a steady funding stream and can vary greatly from year to year.

Staff inventoried the city park infrastructure. There are a total of $1,224,000 in projects identified for the 10 year Parks CIP. I've attempted to break this down into smaller pieces with potential solutions to the funding gap. Note that if development were to increase radically, this would allow for the City to fund many of these initiatives.

Major Park Rehabilitations

There are several major park rehabilitations that are seemingly unavoidable. These include:

1)	2019 – Hockey Rink Replacement -	$135,000
2)	2020 - Gazebo Roof Replacement -	$14,000
3)	2021 - Picnic Shelter Roof Replacement -	$12,000
	Total:	$179,000

Ideally, existing and near future park dedication fees should be applied to these needs. The City has approximately 5 years to accumulate the balance that would be required.

Major Additions/Major Rehabilitations

There are a number of major additions/rehabilitations that have been identified for the park system. These should be considered on a case by case basis and funding can be determined as these items are given the opportunity for discussion and consideration. Or, the city could dedicate a small amount of the property tax levy (2% or so) to the parks and begin stashing away money for these projects.

These items include:

1)	2020 – Hidden Ponds Shelter/Irrigation -	$206,000 (new)
2)	2020 - Rum River Woods Playground -	$55,000 (rehab)
3)	2021 – Highland Woods various improvements	$48,500 (new)
4)	2024 - Rum River Woods – various improve.	$125,000 (new)
5)	2025 - Deer Creek Trail Study	$20,000 (new)
6)	2025 - Community – Concessions/Restrooms	$378,000 (rehab)
7)	2025 - Durigan Locher Park Equipment	$55,000 (rehab)
	Total:	$887,000

There are also a number of major improvements outside of the 10 year plan that pertain to playground equipment and building roofs. Again, these can be considered on an "as needed" basis or money can be transferred from the levy every year toward parks.

Enterprise Funds

The city also has inventoried the water distribution system, sewer collection system, water/sewer equipment, and the liquor store. These improvements/replacements are all paid for by the respective funds.

Most of the water and sewer projects identified are required to make a functioning system. The main lines, gate valves, fire hydrants, and service lines are essential and the costs are relatively minimal to the overall cost of water/sewer operations. These items should not be too controversial and could even be dependent upon and reviewed when street reconstructions are considered by the city council.

The one item that is identified just for documentation purposes and will require much more research is the water meter replacement. This is something staff will need to discuss at length prior to any momentum beyond identification in the plan.

Equipment:

In the Equipment spreadsheet, you can see water/sewer equipment purchases are relatively minimal with only two generators identified over the next 7 years. These will be evaluated by the city council when decided if they are to be purchases.

The Liquor Store contains all improvements to the Liquor Store. This is a self-sustaining operation and most purchases should not be controversial and will likely be evaluated in the future as the year they are identified approaches.

Storm Water

As you know, the city was classified as an MS4 City. As a result, the city instituted the storm water fee and has been taking inventory of storm water infrastructure such as storm manholes, catch basins, storm ponds, storm sewer conduit, storm culverts, and box culverts.

The city bills property owners about $180,000 annually and has this money set aside for future projects and infrastructure replacement.

MAJOR FUNDING SOURCES

Assessments – funding from charges made to property owners who benefit from public improvements. The City would most likely issue bonds for the improvements and pay off the bonds with the bi-annual special assessment payments collected by the County.

Capital Improvement Plan Bonds – CIP General Obligation bonds are backed by the full faith, credit, and taxing powers of the City of St. Francis and may only be used to finance public projects such as city halls, public safety facilities and public works facilities. Specific criteria must be met before issuing this type of bond – see MN Statute 475.521.

Capital Outlay Fund – this fund was established to finance major capital outlay expenditures that cannot easily be financed by alternative revenue sources. Money is transferred to this fund and designated for specific future expenditures.

County Funding – this is used to identify that portion of public works improvement costs that are paid for by Anoka County. When county property within the city is improved, the cost of the improvements is jointly financed by the two governments.

General Fund – this fund accounts for all financial resources except those required to be accounted for in another fund. The fund accounts for the majority of the city's operating budget.

General Obligation Improvement Bonds – G.O. bonds are backed by the full faith, credit, and taxing powers of the City of St. Francis. These bonds represent the portion of public improvement project costs that are not assessed. At least 20% of the project cost must be assessed to issue these bonds.

Grants – it is anticipated that the City will receive grant funding to complete some of its projects. If the grant money is not obtained, the project will be put on hold until other financing sources can be found.

Lease Purchase Revenue Bonds – the City has the authority pursuant to Minnesota Statutes, Section 465.71 to construct facilities pursuant to a lease with option to purchase agreement. The City must have the right to terminate the lease purchase agreement at the end of any fiscal year during its term. Unless terminated at the end of any fiscal year the lease is payable from any revenues available to the City. Under current law, if the City wants the ability to levy taxes outside of levy limits to make the lease payments the bonds must be issued by the Economic Development Authority (EDA).

Liquor Store Fund – this fund accounts for profits derived from the sale of alcohol, cigarettes and other miscellaneous items. Profits are used to help keep city property taxes down and fund special projects.

MSA State Aid – this refers to money received from the state for street construction projects. State aid allotments for street construction are based on two factors: population and fiscal need. Fiscal need is determined by the estimated costs of construction and maintenance of the city's state aid streets over 25 years.

Park Development Fund – this fund mainly accounts for the receipt and disbursement of park availability charges. These charges are levied against all new buildings constructed and are paid when the building permit is issued.

Sanitary Sewer Fund – this fund accounts for customer sanitary sewer service charges that are used to finance the sanitary sewer system operating expenses.

State Funding – this is used to identify that portion of improvement costs that are paid by the State of Minnesota.

Water Fund – this fund accounts for customer water service charges that are used to finance the water system operating expenses.

Capital Equipment Fund

City of St. Francis, MN
Vehicle and Equipment Replacement Fund
Cash Flow

	Project #		Previous years*	2019	2020	2021	2022	2023
Use of Funds:								
Administration								
Computers	ADMIN-17-001		11,600	6,000	6,000	6,000	6,000	$ 6,000
City Hall	ADMIN-17-002		7,407	10,000	10,000	10,000	10,000	$ 10,000
Inspections								
Vehicle	B-17-001		30,000					30,000
Fire								
Radio replacement	FIRE-17-001		16,761	16,250	16,250	16,250	16,250	4,000
Turnout Gear (5 sets a year)	FIRE-17-002		14,456	10,000	10,000	10,000	10,000	10,000
Fire Apparatus	FIRE-17-003							
2000 Spartan		2021	350,000	50,000	50,000	50,000		
1998 Tanker		2027					50,000	50,000
2015 Tanker/Engine		2040						
Vehicles	FIRE-17-004							
Grass Rig								
Rescue					40,000			
Duty Officer (Charger from Chief)						5,000		
Chiefs Car (Grab Tahoe from Police)								
SCBA	FIRE-18-005							
Extrication Equipment (2)	FIRE-18-006							20,000
Thermal Imagers (2)	FIRE-18-007							
Gas Fans (2)	FIRE-18-008				3,000			
Police								
Vehicles	POL-17-001		65,000	95,000	35,000	65,000	35,000	70,000
Police Radios	POL-17-002		23,931	15,000	10,000	10,000	10,000	5,000
Firearms	POL-17-003		4,000	3,500	3,500	3,500	1,000	1,000
UTV	POL-17-004							
Squad Computers	POL-17-005			6,000	2,200	4,400	2,500	4,400
Office Computers	POL-17-006		11,564	6,000	-	1,100	3,800	5,500
Rifle Sights	POL-17-007			500	500	500	500	500
Squad Cameras	POL-17-008		3,500	3,500	3,500	7,500	7,500	12,500
Body Cameras	POL-17-009		10,000	10,000	10,000	6,000	6,000	6,000
Public Works								
2018 Mack	PW-17-001							
Pickup Trucks	PW-17-002		46,000			68,000	42,000	
Sign Truck	PW-17-003							
1 Ton Dump Truck	PW-17-004							
Crane Truck	PW-17-005						95,000	
2008 International Dump Truck (Refurb in 2019)	PW-17-006			70,000				
2008 International Dump Truck (Replacement)	PW-17-007		150,868					
Mowing Trailer	PW-17-008							
Trenchbox Trailer	PW-17-009							
Heavy Equipment Trailer	PW-17-010							
2002 CAT Motorgrader (Refurbish)	PW-17-011						30,000	
2002 CAT Motorgrader (Replace)	PW-17-012							
2012 CAT Loader	PW-17-013							
1990 Chevrolet Kodiak Tanker (Refurbish)	PW-17-014				15,000			
Bobcat ToolCat	PW-17-016		47,700					
Miscellaneous Equipment and attachments	PW-17-017		23,000	7,000		8,000		21,000
Batwing Mower	PW-17-018							65,000
Zero Turn Mower	PW-17-019			20,100				
Tool Cat (Replacement for 2006 JD Tractor)	PW-17-020			50,000				
2008 Kubota Tractor	PW-17-021							
Computers	PW-17-022		2,850	2,000	2,000	2,000	2,000	$ 2,000
Total			818,637	380,850	216,950	273,250	327,550	322,900
Sources of Funds:								
Transfer from Water		$	10,000	10,000	10,000	10,000	10,000	10,000
Transfer from Sewer		$	10,000	10,000	10,000	10,000	10,000	10,000
General Property Tax		$	223,150	230,000	240,000	250,000	260,000	270,000
Total			243,150	250,000	260,000	270,000	280,000	290,000
Beginning Cash Balance 01-01-2018		$	1,063,067					
Cash Reserves		$	487,580	$ 356,730	$ 399,780	$ 396,530	$ 348,980	$ 316,080

*Previous years monies might be spent by the end of 2018. Adjustments to budgets will be done at the end of the year.

Informational Purposes														
2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038
$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000	$ 6,000
$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000	$ 10,000
4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000	4,000
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
100,000	100,000	100,000	100,000											
				100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000	100,000
		60,000	15,000											
50,000	60,000													
		5,000					6,000					6,000		
5,000					5,000					6,000				
				45,000	45,000	45,000	45,000	45,000						
									25,000					
10,000					10,000					10,000				
	3,000					3,000					3,000			
35,000	70,000	35,000	95,000	40,000	80,000									
5,000	5,000	5,000	15,000	25,000	25,000	20,000	5,000							
1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000					
5,000	5,000	5,000	5,000											
2,200	4,400	2,200	6,400	2,200	4,400									
6,000		1,100	3,800	5,500	6,000									
500	500	500	500	500	500									
12,500	9,000	9,000	9,000	16,000	9,000	9,000								
6,000	6,000	9,500	6,000											
												100,000	100,000	100,000
45,000			45,000											
			110,000											
65,000														
					250,000									
				5000										
							7,500							
						10,000								
								185,000						
													185,000	185,000
	5,000		4,000	7,500								40,000		
22,000														
									70,000					
$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000	$ 2,000
$ 402,200	$ 300,900	$ 265,300	$ 447,700	$ 279,700	$ 567,900	$ 220,000	$ 196,500	$ 363,000	$ 228,000	$ 148,000	$ 135,000	$ 278,000	$ 417,000	$ 417,000
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
280,000	290,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
300,000	310,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000	320,000
$ 213,880	$ 222,980	$ 277,680	$ 149,980	$ 190,280	$ (57,620)	$ 42,380	$ 165,880	$ 122,880	$ 214,880	$ 386,880	$ 571,880	$ 613,880	$ 516,880	$ 419,880

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Administration	16,000	16,000	16,000	16,000	16,000	*80,000*
Building Department					30,000	*30,000*
Fire Department	76,250	119,250	81,250	76,250	84,000	*437,000*
Police Department	139,500	64,700	98,000	66,300	104,900	*473,400*
Public Works	149,100	17,000	78,000	169,000	88,000	*501,100*
EXPENDITURE TOTAL	**380,850**	**216,950**	**273,250**	**327,550**	**322,900**	*1,521,500*

Source	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	380,850	216,950	273,250	327,550	372,900	*1,571,500*
SOURCE TOTAL	**380,850**	**216,950**	**273,250**	**327,550**	**372,900**	*1,571,500*

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru 2023

PROJECTS BY YEAR

Project Name	Department	Project #	Project Cost
2019			
City Hall Computers	Administration	*ADMIN-17-001*	6,000
City Hall Building	Administration	*ADMIN-17-002*	10,000
Digital Radios	Fire Department	*FIRE-17-001*	16,250
Fire Gear	Fire Department	*FIRE-17-002*	10,000
Fire Apparatus	Fire Department	*FIRE-17-003*	50,000
Squad Cars	Police Department	*POL-17-001*	95,000
Police Radios	Police Department	*POL-17-002*	15,000
Firearms	Police Department	*POL-17-003*	3,500
Squad computers	Police Department	*POL-17-005*	6,000
Office Computers	Police Department	*POL-17-006*	6,000
Rifle Sights	Police Department	*POL-17-007*	500
Squad Cameras	Police Department	*POL-17-008*	3,500
Body Cameras	Police Department	*POL-17-009*	10,000
2008 Dump Truck referb	Public Works	*PW-17-006*	70,000
Miscellaneous Equipment and Attachments	Public Works	*PW-17-017*	7,000
Zero Turn Mower Replacement	Public Works	*PW-17-019*	20,100
2006 JD utility tractor replacement	Public Works	*PW-17-020*	50,000
Computers	Public Works	*PW-17-022*	2,000
	Total for 2019		380,850
2020			
City Hall Computers	Administration	*ADMIN-17-001*	6,000
City Hall Building	Administration	*ADMIN-17-002*	10,000
Digital Radios	Fire Department	*FIRE-17-001*	16,250
Fire Gear	Fire Department	*FIRE-17-002*	10,000
Fire Apparatus	Fire Department	*FIRE-17-003*	50,000
Fire Vehicles	Fire Department	*FIRE-17-004*	40,000
GAS FANS	Fire Department	*FIRE-18-008*	3,000
Squad Cars	Police Department	*POL-17-001*	35,000
Police Radios	Police Department	*POL-17-002*	10,000
Firearms	Police Department	*POL-17-003*	3,500
Squad computers	Police Department	*POL-17-005*	2,200
Office Computers	Police Department	*POL-17-006*	0
Rifle Sights	Police Department	*POL-17-007*	500
Squad Cameras	Police Department	*POL-17-008*	3,500
Body Cameras	Police Department	*POL-17-009*	10,000
1990 Chevy Kodiak Tanker referb	Public Works	*PW-17-014*	15,000
Computers	Public Works	*PW-17-022*	2,000
	Total for 2020		216,950
2021			
City Hall Computers	Administration	*ADMIN-17-001*	6,000
City Hall Building	Administration	*ADMIN-17-002*	10,000

Project Name	Department	Project #	Project Cost
Digital Radios	Fire Department	FIRE-17-001	16,250
Fire Gear	Fire Department	FIRE-17-002	10,000
Fire Apparatus	Fire Department	FIRE-17-003	50,000
Fire Vehicles	Fire Department	FIRE-17-004	5,000
Squad Cars	Police Department	POL-17-001	65,000
Police Radios	Police Department	POL-17-002	10,000
Firearms	Police Department	POL-17-003	3,500
Squad computers	Police Department	POL-17-005	4,400
Office Computers	Police Department	POL-17-006	1,100
Rifle Sights	Police Department	POL-17-007	500
Squad Cameras	Police Department	POL-17-008	7,500
Body Cameras	Police Department	POL-17-009	6,000
Pickup Trucks	Public Works	PW-17-002	68,000
Miscellaneous Equipment and Attachments	Public Works	PW-17-017	8,000
Computers	Public Works	PW-17-022	2,000
	Total for 2021		273,250

2022

Project Name	Department	Project #	Project Cost
City Hall Computers	Administration	ADMIN-17-001	6,000
City Hall Building	Administration	ADMIN-17-002	10,000
Digital Radios	Fire Department	FIRE-17-001	16,250
Fire Gear	Fire Department	FIRE-17-002	10,000
Fire Apparatus	Fire Department	FIRE-17-003	50,000
Squad Cars	Police Department	POL-17-001	35,000
Police Radios	Police Department	POL-17-002	10,000
Firearms	Police Department	POL-17-003	1,000
Squad computers	Police Department	POL-17-005	2,500
Office Computers	Police Department	POL-17-006	3,800
Rifle Sights	Police Department	POL-17-007	500
Squad Cameras	Police Department	POL-17-008	7,500
Body Cameras	Police Department	POL-17-009	6,000
Pickup Trucks	Public Works	PW-17-002	42,000
Crane Truck	Public Works	PW-17-005	95,000
2002 Cat Motorgrader referb	Public Works	PW-17-011	30,000
Computers	Public Works	PW-17-022	2,000
	Total for 2022		327,550

2023

Project Name	Department	Project #	Project Cost
City Hall Computers	Administration	ADMIN-17-001	6,000
City Hall Building	Administration	ADMIN-17-002	10,000
Inspection Vehicle	Building Department	B-17-001	30,000
Digital Radios	Fire Department	FIRE-17-001	4,000
Fire Gear	Fire Department	FIRE-17-002	10,000
Fire Apparatus	Fire Department	FIRE-17-003	50,000
EXTRICATION EQUIPMENT	Fire Department	FIRE-18-006	20,000
Squad Cars	Police Department	POL-17-001	70,000
Police Radios	Police Department	POL-17-002	5,000
Firearms	Police Department	POL-17-003	1,000
Squad computers	Police Department	POL-17-005	4,400
Office Computers	Police Department	POL-17-006	5,500
Rifle Sights	Police Department	POL-17-007	500
Squad Cameras	Police Department	POL-17-008	12,500
Body Cameras	Police Department	POL-17-009	6,000
Miscellaneous Equipment and Attachments	Public Works	PW-17-017	21,000
2008 Belos Trans Giant Replacement	Public Works	PW-17-018	65,000

Project Name	Department	Project #	Project Cost
Computers	Public Works	*PW-17-022*	2,000
	Total for 2023		322,900
GRAND TOTAL			1,521,500

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	2019	2020	2021	2022	2023	Total
Administration							
City Hall Computers	ADMIN-17-001	6,000	6,000	6,000	6,000	6,000	30,000
City Hall Building	ADMIN-17-002	10,000	10,000	10,000	10,000	10,000	50,000
	Administration Total	16,000	16,000	16,000	16,000	16,000	80,000
Capital Equipment Fund		16,000	16,000	16,000	16,000	16,000	80,000
	Administration Total	16,000	16,000	16,000	16,000	16,000	80,000
Building Department							
Inspection Vehicle	B-17-001					30,000	30,000
	Building Department Total					30,000	30,000
Capital Equipment Fund						30,000	30,000
	Building Department Total					30,000	30,000
Fire Department							
Digital Radios	FIRE-17-001	16,250	16,250	16,250	16,250	4,000	69,000
Fire Gear	FIRE-17-002	10,000	10,000	10,000	10,000	10,000	50,000
Fire Apparatus	FIRE-17-003	50,000	50,000	50,000	50,000	50,000	250,000
Fire Vehicles	FIRE-17-004		40,000	5,000			45,000
EXTRICATION EQUIPMENT	FIRE-18-006					20,000	20,000
GAS FANS	FIRE-18-008		3,000				3,000
	Fire Department Total	76,250	119,250	81,250	76,250	84,000	437,000
Capital Equipment Fund		76,250	119,250	81,250	76,250	134,000	487,000
	Fire Department Total	76,250	119,250	81,250	76,250	134,000	487,000
Police Department							
Squad Cars	POL-17-001	95,000	35,000	65,000	35,000	70,000	300,000
Police Radios	POL-17-002	15,000	10,000	10,000	10,000	5,000	50,000
Firearms	POL-17-003	3,500	3,500	3,500	1,000	1,000	12,500
Squad computers	POL-17-005	6,000	2,200	4,400	2,500	4,400	19,500
Office Computers	POL-17-006	6,000	0	1,100	3,800	5,500	16,400
Rifle Sights	POL-17-007	500	500	500	500	500	2,500
Squad Cameras	POL-17-008	3,500	3,500	7,500	7,500	12,500	34,500

Department	Project #	2019	2020	2021	2022	2023	Total
Body Cameras	POL-17-009	10,000	10,000	6,000	6,000	6,000	38,000
	Police Department Total	139,500	64,700	98,000	66,300	104,900	473,400
Capital Equipment Fund		139,500	64,700	98,000	66,300	104,900	473,400
	Police Department Total	139,500	64,700	98,000	66,300	104,900	473,400
Public Works							
Pickup Trucks	PW-17-002			68,000	42,000		110,000
Crane Truck	PW-17-005				95,000		95,000
2008 Dump Truck referb	PW-17-006	70,000					70,000
2002 Cat Motorgrader referb	PW-17-011				30,000		30,000
1990 Chevy Kodiak Tanker referb	PW-17-014		15,000				15,000
Miscellaneous Equipment and Attachments	PW-17-017	7,000		8,000		21,000	36,000
2008 Belos Trans Giant Replacement	PW-17-018					65,000	65,000
Zero Turn Mower Replacement	PW-17-019	20,100					20,100
2006 JD utility tractor replacement	PW-17-020	50,000					50,000
Computers	PW-17-022	2,000	2,000	2,000	2,000	2,000	10,000
	Public Works Total	149,100	17,000	78,000	169,000	88,000	501,100
Capital Equipment Fund		149,100	17,000	78,000	169,000	88,000	501,100
	Public Works Total	149,100	17,000	78,000	169,000	88,000	501,100
	Grand Total	380,850	216,950	273,250	327,550	322,900	1,521,500

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Administration
Contact	
Type	Equipment
Useful Life	
Category	Equipment: Computers

Project # ADMIN-17-001

Project Name City Hall Computers

Total Project Cost: **$131,600**

Description

Replacement of computers is recommended every 5 years. This project covers City Administrator, Finance Director, City Clerk, Community Development Director, Building Inspector, Administrative Assistant and Office Support. There is also a computer for scanning.

Justification

Metro I-net recommends replacing computers every 5 years. This keeps the operating system current on computers and keeps the hardware current to meet the current operating conditions for staff.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	6,000	6,000	6,000	6,000	6,000	30,000
Total	6,000	6,000	6,000	6,000	6,000	30,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	6,000	6,000	6,000	6,000	6,000	30,000
Total	6,000	6,000	6,000	6,000	6,000	30,000

Capital Improvement Plan

2019 *thru* **2023**

City of St. Francis, Minnesota

Department Administration
Contact
Type Unassigned
Useful Life
Category Buildings

Project # ADMIN-17-002
Project Name City Hall Building

Total Project Cost: $207,407

Description

This will provide funding for any upgrades to the current City Hall Building.

Justification

As buildings age, different projects will need to be completed to keep the building up to date.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Department Building Department
Contact Community Development Dir
Type Equipment
Useful Life 8-10 years
Category Vehicles

Project # B-17-001
Project Name Inspection Vehicle

Total Project Cost: $60,000

Description

The Building official and inspection staff utilize vehicles for inspections related to the single family housing construction, remodeling, commercial inspections, code violations, rental inspections and vacant property reviews.

Justification

Trucks are used to haul necessary equipment, tools or material to support the inspection process. Building vehicles provide transportation of staff to inspection sites allowing them to process building, code, rental and vacant unit inspections. Vehicles are anticipated to be at end of useful life.
These replacements will allow the ability to provide service as per adopted standards.
Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings					30,000	30,000
Total					30,000	30,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund					30,000	30,000
Total					30,000	30,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Department	Fire Department
Contact	
Type	Equipment
Useful Life	15
Category	Equipment: Miscellaneous

Project # FIRE-17-001

Project Name Digital Radios

Total Project Cost: $145,761

Description

New digital radio replacement program. Replacement of all radios is needed as the old current ones are not supported by warranty or parts after 2018. We are replacing approx 5 radios a year at this time.

Justification

Radios for emergency operations and day to day use. Replacing our old soon to be out of date radios to the new supported radios.
2017 costs per radio is: $4,074.50 for a mobile radio "built in" and $4,101.00 for a handheld radio. This is state contract prices.
This price increase now after 2016, only allows for 4 radios a year now.
currently have 9 mobile radios and 22 handheld radios. To date, spring 2017, 11 handheld radios have been repalced so far.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	16,250	16,250	16,250	16,250	4,000	69,000
Total	16,250	16,250	16,250	16,250	4,000	69,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	16,250	16,250	16,250	16,250	4,000	69,000
Total	16,250	16,250	16,250	16,250	4,000	69,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project #	**FIRE-17-002**
Project Name	**Fire Gear**

Department	Fire Department
Contact	Fire Chief
Type	Equipment
Useful Life	10
Category	Equipment: Miscellaneous

Total Project Cost: **$214,456**

Description

Ongoing replacement of Fire Gear.

Justification

Fire gear life span is 10 years per NFPA and OSHA. This is a ongoing plan to keep our gear up to date and in good and safe condition.
Fire gear is around $2100 for a set of gear that includes the coat and pants, but not including boots, helmet and hood and gloves. We have been buying 5
sets a year
Boots, gloves, helmets and hoods are purchased as needed.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	10,000	10,000	10,000	10,000	10,000	50,000
Total	10,000	10,000	10,000	10,000	10,000	50,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project # FIRE-17-003

Project Name Fire Apparatus

Department Fire Department

Contact

Type Unassigned

Useful Life

Category Vehicles

Total Project Cost: $2,100,000

Description

The fire department fleet is divided in to Apparatus (Pumpers, Tankers, Ladder Trucks) and vehicles (Grass Rig, Rescue Truck, Duty Officer, Cheifs Car)
The fire department apparatus is consider to be Engine 2, Tanker 1 and Tanker 2.

Justification

Fire Apparatus are designed specifically for fire suppression and water support in fire suppression. With in this plan we are anticpating replacing our major
apparatus on a 25 year life span, although this life cycle is longer than NFPA recoomends, due to the current run volume and year to year mileage of the
apparatus we anticpate that a 25 year life cycle should be adequate. As the city grows, the potential for volumes to increase are expected. Therefore this plan
and overall condition of the apparatus should be re-evaluated on a on-going basis

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	50,000	50,000	50,000	50,000	50,000	250,000
Total	50,000	50,000	50,000	50,000	50,000	250,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	50,000	50,000	50,000	50,000	100,000	300,000
Total	50,000	50,000	50,000	50,000	100,000	300,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project #	**FIRE-17-004**
Project Name	**Fire Vehicles**

Department Fire Department
Contact
Type Equipment
Useful Life 10
Category Vehicles

Total Project Cost: $263,000

Description

The fire department fleet is divided in to Apparatus (Pumpers, Tankers, Ladder Trucks) and vehicles (Grass Rig, Rescue Truck, Duty Officer, Cheifs Car)
Fire Department vehicles for this plan include Grass 1, 15 year replacement, Rescue 1, 15 year replacement, Duty Officer Car, 5 year replacement, Chiefs Car
5 year replacement

Justification

Grass 1, would be replaced with a similar crew cab pick up chasis with a "Skid load" pump, capable of providing wildland suppression
Rescue 1 would be replaced with a "boxed" style rescue vehicle to provide air (cascade or compressor) light and technical rescue support (water, low angle,
secondary extrication tools)
Duty Officer vehicle to be replaced every five (5) years with a re-allocated police squad, this provides a cost savings from purchasing vehicles new, it is believed
that the miles and use will be on schedule for a productive, efficent life of 5 years
Chiefs Car to be replaced every 5 years with a re-allocated police squad, this provides a cost savings from purchasing vehicles new, it is believed that the
miles and use will be in schedule for a productive, efficent life of 5 years

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings		40,000	5,000			45,000
Total		40,000	5,000			45,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund		40,000	5,000			45,000
Total		40,000	5,000			45,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Fire Department
Contact
Type Unassigned
Useful Life
Category Unassigned

Project # FIRE-18-006
Project Name EXTRICATION EQUIPMENT

Total Project Cost: $45,000

Description

The fire department operates with 2 sets of of vehicle extrication tools. Each set contains 1 spreading tool for seperating and moving a vehicles structural
components in the event of a collision and 1 cutting tool, to cut through a vehicles structural compnents. The rationale between maintaining two sets is due
to maintaining a level of redundancy for mission ciritcal equiopment in case of tool failure or maintence, as well as being able to simultanesouly perform
extrication on more than one vehicle or side of a vehicle

Justification

The City of St Francis is uniquley situated on several high speed (55mph) state and county roadways. Additionally over the past several years and in to the
future, vehicle safety technology has greatly improved with stronger metals, composite material, and crumple zone technology. With these advancements
our extrication equipment must keep up to meet the demands of these changes with higher cut force, smaller functual size, and additionally meet the
manufactures recommend life of the equipment.

Expenditures	2019	2020	2021	2022	2023	Total
Other					20,000	20,000
Total					20,000	20,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund					20,000	20,000
Total					20,000	20,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project #	FIRE-18-008
Project Name	GAS FANS

Department	Fire Department
Contact	
Type	Unassigned
Useful Life	
Category	Unassigned

Total Project Cost: $12,000

Description

Gas fans also known as "smoke ejectors" are used to ventilate enviroments of toxic smoke, fumes and hazardous gases

Justification

The fire department deploys gas fans for the removal of smoke, fumes, and gases from enclosed spaces. Gas fans are also deployed to control the spread of
fire with in a building. By contolling the air flow, we can limit the path of fire spread and travel. Gas fans are a tactical tool required to effectively extinguish
fires.

Expenditures	2019	2020	2021	2022	2023	Total
Other		3,000				3,000
Total		3,000				3,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund		3,000				3,000
Total		3,000				3,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Police Department
Contact	Chief of Police
Type	Equipment
Useful Life	4 years
Category	Vehicles

Project # POL-17-001

Project Name Squad Cars

Total Project Cost: $720,000

Description

2018- 2 Dodge Charger Police AWD V8- Trade 2014 Dodge Charger
2019- 3 Squad vehicles - Trade 2- 2015 Dodge Chargers, 1 2013 Dodge Charger- Tahoe to city
2020- 1 Squad vehicle- Trade 2016 Dodge Charger
2021- 2 Squad vehicles- Trade Trade 2- 2017 Dodge Chargers
2022- 1 Squad vehicle- Trade 2018 Dodge Charger
2023- 2 Squad vehicles- Trade 2 squads
2024- 1 Squad vehicle- Trade 1 squad
2025- 2 Squad vehicles- Trade 2 squads
2026- 1 Squad vehicle- Trade 1 squad
2027- 2 Squad vehicles- 1 Investigator vehicle replacement- Trade 2 squads, 1 Inv vehicle
2028- 1 Squad vehicle- Trade 1 squad

Justification

Regular replacement of squad cars to maintain a fleet of 7 marked squad cars and an unmarked chiefs car. Also budgeted in 2019 is a vehicle for the department investigtor to drive. In years past the investigator has been driving vehicles that were seized by the police department and were awarded to the city in a forfeiture process. The vehicles typically had higher mileage and would be driven for 2-3 years until they became impractical due to rising maintenance costs. There were also set up fees and equipment fees each time a forfetited vehicle was brought into service. Orginally the 2011 Chevy Tahoe squad was due for replacement in 2019 for an estimated $40,000. An investigator vehicle would cost substantially less and could have a life span of 8-10 years. A Dodge Charger will replace the Chevy Tahoe in 2019 and will be added to the fleet in 2018. The Tahoe could be utilized by other city staff. By keeping marked squads on a 4 year rotation we see less maintenance issues and higher trade in values. Traditionally we see a trade in value of $4,000 to $5,000 for cars with under 100,000 miles at trade in to current state contract holder Dodge of Burnsville. Amounts budgeted account for at least one trade in each year possibly two depending on if the vehicle could be utilized elsewhere in the city. Amounts budgeted account for equipment and installation.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	95,000	35,000	65,000	35,000	70,000	300,000
Total	95,000	35,000	65,000	35,000	70,000	300,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	95,000	35,000	65,000	35,000	70,000	300,000
Total	95,000	35,000	65,000	35,000	70,000	300,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project #	**POL-17-002**
Project Name	**Police Radios**

Department	Police Department
Contact	Chief of Police
Type	Equipment
Useful Life	8-10 years
Category	Equipment: Miscellaneous

Total Project Cost: **$178,931**

Description

The police department uses 800 MHZ portable and mobile (squad) radios manufactured by Motorola. The radios are used by every agency in Anoka County and are programmed by Anoka County radio staff. This is a plan to replace any existed non encrypted radios by sometime in 2019 and to keep replacing mobile radios every 6-8 years starting in 2023. Starting in 2028 the CEP amount would increase to replace portable radios as current encrypted radios would be at least 10 years old.

2018- 4 portable Motorola 800 MHZ radios, 1 mobile Motorola 800 MHZradio- $28,800
2019 -2 mobile Motorola 800 MHZ radios , 1 portable Motorola 800 MHZ radio $15,000
2020 -2 portable Motorola 800 MHZ radios - $9,600
2021 - 2 portable Motorola 800 MHZ radios -$9,600
2022 - 2 portable Motorola 800 MHZ radios - $9,600
2023 - 1 mobile Motorola 800 MHZ radio - $5,000
2024 - 1 mobile Motorola 800 MHZ radio - $5,000 - To be placed into a 2025 Squad
2025 - 1 mobile Motorola 800 MHZ radio - $5,000 - To be placed into a 2025 Squad
2026 - 1 mobile Motorola 800 MHZ radio - $5,000
2027 - 3 mobile Motorola 800 MHZ radios - $15,000
2028 - 1 mobile Motorola 800 MHZ radio and 4 portable radios - $25,000
2029 - 1 mobile Motorola 800 MHZ radio and 4 portable radios - $25,000
2030 - 4 portable 800 MHZ radios - $20,000

Justification

Starting in 2019 Motorola will no longer support some of our current Motorola XTS portable radios and older mobile radios that are in the squads. It was agreed by Anoka County Law Enforcement that any replaced radios would be encrypted to make it almost impossible for conversations over the radio to be monitored by members of the public. Initially our older radios will be used by our reserves as they will still be able to communicate with dispatch because our two main channels won't be encrypted. However, I believe that all of our channels will eventually be encrypted which will mean the reserves will also have to use encrypted radios. Starting in 2020 I would like to start replacing some of the older reserve portable radios with encrypted radios. By purchasing two portable radios each year for 3 years this would provide 6 encrypted radios for our reserves which I believe would be adequate. Starting in 2023 mobile radios would continue to get replaced every 8-10 years and starting in 2028 portable radios would start to get replaced again. By giving radios a reasonable lifespan extended warranty costs could be avoided and maintenance costs can be avoided such as mic replacements, antenna replacements etc. Portable and mobile radios are approximately $4,800.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	15,000	10,000	10,000	10,000	5,000	50,000
Total	15,000	10,000	10,000	10,000	5,000	50,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	15,000	10,000	10,000	10,000	5,000	50,000
Total	15,000	10,000	10,000	10,000	5,000	50,000

Project #	**POL-17-003**
Project Name	**Firearms**

Department	Police Department
Contact	
Type	Unassigned
Useful Life	
Category	Equipment: Miscellaneous

Total Project Cost: **$26,500**

Description

The duty handguns have an estimated 15 year lifespan. The city would periodically purchase an additional shotgun or replace a shotgun that has been in use for an extended period of time.

2022-Replace existing handguns with new handguns. Exact make, model and price is unknown, but research has shown that a quality duty weapon can be purchased in the price range of $600-$800 each.

Justification

Firearms can last a very long time if they are taken card of properly. Officers shoot a large amount of ammunition through the duty handguns for training exercised and on duty for various things. Providing a lifespan for the handguns will mean the City of St. Franics would continue to provide its officers with a reasonably modern weapon and less chance for malfunction when the officer needs to use the weapon. The current handguns in use will be 15 years old in 2022. By putting $3,50 in CEP for the next 4 years we will be able to replace the handguns in 2022. After 2022, the amount can be lowered to $1,000 per year for 15 years. The same theory would go for the department shotguns that are carried in the squad cars. The shotguns are less expensive and could be replace at a slower pace on an as needed basis.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	3,500	3,500	3,500	1,000	1,000	12,500
Total	3,500	3,500	3,500	1,000	1,000	12,500

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	3,500	3,500	3,500	1,000	1,000	12,500
Total	3,500	3,500	3,500	1,000	1,000	12,500

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project #	POL-17-005
Project Name	Squad computers

Department	Police Department
Contact	Chief of Police
Type	Equipment
Useful Life	4-5
Category	Equipment: Computers

Total Project Cost: $45,300

Description

Replacement of squad computers.

2018- 2 HP I5 Elitebook computers- $4,000
2019 -3 HP I5 Elitebook computers - $6,000
2020 - 1 HP I5 Elitebook computer - $2,200
2021 - 2 HP I5 Elitebook computers - $4,400
2022 - 1 Squad Computer - $2,500
2023 - 2 Squad Computers - $4,400
2024 - 1 Squad Computer - $2,200
2025 - 2 Squad Computers- $4,400
2026 - 1 Squad Computer - $2,200
2027 - 3 Squad Computers - $6,400- 2 Marked Squad Computers and 1 Inv Computer

Justification

At least one new computer is currently purchased on an annual basis to replace an existing squad computer. Squad computers take more abuse than office computers. Their USB ports become loose over time and issues start to arise after years of use. By replacing the squad computers when the squad car is replaced would mean the computers would get replaced every 4-5 years. Squad computers are currently approximately $2,000 per computer.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	6,000	2,200	4,400	2,500	4,400	19,500
Total	6,000	2,200	4,400	2,500	4,400	19,500

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	6,000	2,200	4,400	2,500	4,400	19,500
Total	6,000	2,200	4,400	2,500	4,400	19,500

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project #	**POL-17-006**
Project Name	**Office Computers**

Department	Police Department
Contact	Chief of Police
Type	Equipment
Useful Life	5
Category	Equipment: Computers

Total Project Cost: $50,364

Description

Office computer replacements which include computers for the administrative assistant, office clerk, 2 sergeants, investigator, chief, 2 for the squad room, 1 SRO, 1 Tri Tech training computer, one for the evidence room, one CAD computer in squad room, 1 detention area computer, 1 reserve office computer. Office desktop computers are approximately $650.00 each plus just under $300 for Microsoft Office. Office laptop computers are approximately $1,200 plus just under $300 for Microsoft Office.

2017- Replace 2 HP desktop squad room computers and 1 SRO HP laptop computer- $3,800.00
2018 -Replace 1 HP CAD desktop computer, 2 HP sergeant desktop computers, 1 HP office clerk desktop computer and 1 HP reserve office desktop computer- $5,500.00
2019 -Replace 1 HP investigator desktop computer, 1 HP TriTech training laptop computer, 1 HP chiefs desktop computer, 1 HP evidence room desktop computer, 1 HP detention area desktop computer - $6,000.00
2021- Replace 1 HP administrators assistant desktop computer- $1,100.00
2022- Replace 2 HP desktop squad room computers and 1 SRO HP laptop computer- $3,800.00
2023- Replace 1 CAD desktop computer, 2 sergeant desktop computers, 1 office clerk desktop computer, 1 reserve office desktop computer - $5,500.
2024 - Replace 1 investigator desktop computer, 1 training laptop computer, 1 chiefs laptop office computer, 1 evidence room desktop computer, 1 detention area desktop computer - $6,000.
2025 -

Justification

I spoke with one of our I.T.'s who recommends replacing computers every 5 years. One reason for this is to make sure that the operating system is supported. An example of this is that by January of 2020 Windows 7 will no longer be supported by Microsoft and Roseville I.T. will be going to Windows 10 which is what the police department will have to be using as well. Currently most of our office computers use Windows 7. Another reason for replacing every 5 years is to have a machine with modern hardware to support everything we use the computers for. Over time computers also develop what is called heat wear that can damage the hardware.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	6,000	0	1,100	3,800	5,500	16,400
Total	6,000	0	1,100	3,800	5,500	16,400

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	6,000	0	1,100	3,800	5,500	16,400
Total	6,000	0	1,100	3,800	5,500	16,400

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Police Department
Contact Chief of Police
Type Equipment
Useful Life 15
Category Equipment: Miscellaneous

Project # POL-17-007
Project Name Rifle Sights

Total Project Cost: $6,000

Description

Routine replacement of rifle sights after approximately 15 years of use.

Justification

Rifle sights have a long lifespan if taken care of. The sights should be replaced after the lifespan to maintain modern equipment and assure the equipment will work when needed.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	500	500	500	500	500	2,500
Total	500	500	500	500	500	2,500

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	500	500	500	500	500	2,500
Total	500	500	500	500	500	2,500

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Police Department
Contact Chief of Police
Type Equipment
Useful Life 12
Category Equipment: Miscellaneous

Project # POL-17-008
Project Name Squad Cameras

Total Project Cost: $111,500

Description

Squad camera replacement after 10 years of use.

2024 - Replacement of 7 Arbitrator squad cameras- $50,000
2028 - Replacement of 1 Arbitrator detention/DMT area camera

Justification

A product manager with Baycom who is a representative for Arbitrator Cameras recommended a 7-10 year lifespan for the cameras. He did say he knows of cameras that are still is use from 12 years ago and the cameras are very dependable and durable. I also spoke with Roseville I.T who advised Panasonic recommends replacement after 10 years due to rapid changes in technology and support reasons. After ten years I'm recommending starting to replace cameras in the squad cars. Cameras are important for accountability and transparency reasons. Per Baycom the camera systems are approximately $6000 each which includes a rear facing camera, other necessary hardware and a 3 year maintenance package. Labor to replace each squad camera is estimated at $500 per squad which includes new wiring. An Arbitrator camera system is also utilized in the detention/DMT area which would be replaced in 2028.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	3,500	3,500	7,500	7,500	12,500	34,500
Total	3,500	3,500	7,500	7,500	12,500	34,500

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	3,500	3,500	7,500	7,500	12,500	34,500
Total	3,500	3,500	7,500	7,500	12,500	34,500

Capital Improvement Plan

2019 *thru* **2023**

City of St. Francis, Minnesota

Project # POL-17-009

Project Name **Body Cameras**

Department Police Department

Contact Chief of Police

Type Equipment

Useful Life

Category Equipment: Miscellaneous

Total Project Cost: $75,500

Description

We are beginning to talk about possible future use of body cams. At this point little research has been done on prices of body cams, software, servers, and staff costs associated with body cams. I did receive pricing information from Roseville I.T regarding costs associated with a Wolfcom body camera system including servers, equipment costs, software and licensing fees. To provide St Francis PD with this camera system the costs associated would be approximately $38,000. This does not include any additional personnel costs but an option would be for several agencies to use the service of one employee who would meet data requests by the public as well as download requests from the public and employees of the police departments.

UPDATE: Received pricing from Roseville I.T for Arbitrator body cameras amounting to approximately $25,000. Procedures to implement a body worn program involve public input, policy placement, council approval etc. If all is approved the police department could initiate a body worn program as early as 2021. There would be additional costs to install equipment in current squad cars as part of the body camera system. $30,000 is budgeted for 2021 implementation which would include the additional costs. Server/Storage costs on existing Roseville I.T servers would be added into the consulting fees line item of the department budget starting in 2021.

Justification

Body cams are becoming more common throughout the country and it may only be a matter of time before state governments start requiring them to be worn. I believe it's important to start planning for the purchase and implementation of body cams in the next few years. The exact date of implementation as well as the costs associated is unknown at this time but through the little research I've done they can run in the tens of thousands of dollars.

UPDATE: See updated information under the description.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	10,000	10,000	6,000	6,000	6,000	38,000
Total	10,000	10,000	6,000	6,000	6,000	38,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	10,000	10,000	6,000	6,000	6,000	38,000
Total	10,000	10,000	6,000	6,000	6,000	38,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Department Public Works
Contact Public Works Director
Type Equipment
Useful Life 10
Category Vehicles

Project # PW-17-002
Project Name Pickup Trucks

Total Project Cost: $240,000

Description

2018 - 2007 Dodge Caliber, 2007 Ford Crown Vic replace w/4x4 pickup-$40,000
2021 - 2011 Dodge 4x4 pickup w/ plow replace w/similar - $42,000
2021 - 2011 Ford Escape replace w/similar - $26,000
2022 - 2012 Ford 4x4 pickup replace w/similar - $42,000
2024 - 2014 Dodge 4x4 pickup w/plow, Tommy lift gate replace with similar - $45,000
2027 - 2017 Dodge 4x4 pickup w/plow replace with similar - $45,000

Justification

Pickup trucks are used to haul equipment, material, tools and support snow removal operations. They also provide transportation of staff to work locations, and trailer other equipment to provide the department the ability to attain the adopted City Standards and service levels for the Public Works Department.

Vehicles are anticipated to be at end of useful life. These replacements will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings			68,000	42,000		110,000
Total			68,000	42,000		110,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund			68,000	42,000		110,000
Total			68,000	42,000		110,000

Capital Improvement Plan

2019 *thru* **2023**

City of St. Francis, Minnesota

Department Public Works
Contact Public Works Director
Type Unassigned
Useful Life 15
Category Vehicles

Project # PW-17-005
Project Name Crane Truck

Total Project Cost: $95,000

Description

2022 - 2007 Dodge 4x4 w/compartment box and crane replace w/similar-$95,000

Justification

Sewer crane truck is used to haul equipment, material, tools and provide lifting capibilities for routine/emergency maintenance operations at lift stations and WWTP. Provide transportation of staff to work locations, and trailer other equipment to provide the department the ability to attain the adopted City Standards and service levels for the Public Works Department.

Vehicles are anticipated to be at end of useful life. These replacements will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings				95,000		95,000
Total				95,000		95,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund				95,000		95,000
Total				95,000		95,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* **2023**

Project #	PW-17-006
Project Name	2008 Dump Truck referb

Department	Public Works
Contact	Public Works Director
Type	Equipment
Useful Life	20
Category	Vehicles

Total Project Cost: $70,000

Description

2019 - 2008 International Dump Truck Referb - renovate and overhaul truck, snow and ice control equipment. $70,000.

Justification

Dump Trucks are used for snow/ice control, material hauling, debris clean up and road maintenance. These trucks are equipped with reversible front plows, wings, underbody plows, sanders and brine tanks. These trucks are used to ensure that adopted City Standards are met for street maintenance, utility infrastructure maintenance and snow/ice control.

Because the City did not have proper facilities to care for this truck from its original purchase the useful life has been shortened. Refurbishing this truck can extend the useful life of this tool. Renovation will likely be a combination of removing the hook hoist and replacing with standard dump hoist to alleviate overweight and underpowered condition, rebuilding or replacing deteriorating box, adding elliptical brine tanks to improve stability and balance, moving wing mount to rear of truck to maximize efficiency, replacement of corroding hydraulic and electrical components, undercoating frame and bottom of truck.

This renovation will allow the ability to provide services as per adopted standards.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	70,000					70,000
Total	70,000					70,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	70,000					70,000
Total	70,000					70,000

Project # PW-17-011

Project Name 2002 Cat Motorgrader referb

Department Public Works

Contact Public Works Director

Type Equipment

Useful Life 20

Category Equipment: PW Equip

Total Project Cost: $30,000

Description

2022 - 2002 Cat Motorgrader refurbish - $30,000

Justification

Motorgrader is used for snow/ice control, debris clean up and gravel road maintenance. This unit is equipped with reversible front plow, wing, underbody plow, scarifier and roller packer. This unit is used to ensure that adopted City Standards are met for street maintenance, utility infrastructure maintenance and snow/ice control.

Refurbishing this unit can extend the useful life of this tool. Renovation will likely be a combination of overhauling engine, transmission and drive system, replacing cable wing actuators with hydraulic cylinders to maximize efficiency, replacement of corroding hydraulic and electrical components, light replacement, undercoating frame and bottom of unit and tire replacement.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings				30,000		30,000
Total				30,000		30,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund				30,000		30,000
Total				30,000		30,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Public Works
Contact	Public Works Director
Type	Equipment
Useful Life	15
Category	Vehicles

Project # PW-17-014

Project Name 1990 Chevy Kodiak Tanker referb

Total Project Cost: $15,000

Description

2020 - 1990 Chevrolet Kodiak Tanker refurbish-$15,000.

Justification

Tanker Truck is used for equipment/facility cleaning(lift stations,WWTP), ice skating rink maintenance, debris clean up and gravel road maintenance. This trucks is equipped with a 2500 gallon tank and a pump.This truck is used to ensure that adopted City Standards are met for street maintenance and utility infrastructure maintenance.

Refurbishing this unit can extend the useful life of this tool. Renovation will likely be a combination of overhauling engine, transmission and drive system, replacement of corroding hydraulic and electrical components and painting unit. $15,000.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings		15,000				15,000
Total		15,000				15,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund		15,000				15,000
Total		15,000				15,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Public Works
Contact	Public Works Director
Type	Equipment
Useful Life	
Category	Equipment: PW Equip

Project # PW-17-017

Project Name **Miscellaneous Equipment and Attachments**

Total Project Cost: **$100,500**

Description

2018 - 2013 Boss Power V XT-plow, replace with similar Western plow-$8,000.
2019 - 2004 Bobcat snowblower attachement, replace with similar-$7,000.
2021 - 2016 Western snow plow, replace with similar plow-$8,000.
2021 - New Western Plow installed on new replacement truck.
2023 - 2003 Bobcat pickup broom attachment, replace with similar-$6,000.
2023 - 2008 Berti Ditch Mower (TA/P200), replace with similar-$15,000.
2025 - 2010 Bobcat Angle Broom Attachment, replace with similar-$5,000.
2027 - 2012 Ball Field Groomer, replace with similar-$4,000.
2028 - 2008 Diamond Shouldering Disc, replace with similar-$7,500.
2036 - 2006 Cat Fork Lift, replace with similar-$40,000.

Justification

Various pieces of equipment and attachments allow staff to complete many task to ensure that adopted City Standards are met for park/grounds maintenance, street maintenance, utility infrastructure maintenance and snow/ice control.

Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	7,000		8,000		21,000	36,000
Total	7,000		8,000		21,000	36,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	7,000		8,000		21,000	36,000
Total	7,000		8,000		21,000	36,000

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project # PW-17-018

Project Name 2008 Belos Trans Giant Replacement

Department Public Works

Contact Public Works Director

Type Equipment

Useful Life 15 years

Category Equipment: PW Equip

Total Project Cost: $65,000

Description

2023 - 2008 Belos Trans Giant w/ Erskine snowblower and Toro mower deck attachments, replace with Toro Batwing mower or similar-$65,000.

Justification

Various pieces of equipment and attachments allow staff to complete many task to ensure that adopted City Standards are met for park/grounds maintenance, street maintenance, utility infrastructure maintenance and snow/ice control.

Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings					65,000	65,000
Total					65,000	65,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund					65,000	65,000
Total					65,000	65,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Public Works
Contact Public Works Director
Type Equipment
Useful Life 5
Category Equipment: PW Equip

Project # PW-17-019
Project Name Zero Turn Mower Replacement

Total Project Cost: $42,100

Description

2019 - 2009 Kubota Zero Turn Mower replacement with similar-$20,100.
2024 - 2014 Hustler Zero Turn Mower replacement with similar-$22,000.

Justification

Every 5 years a zero turn mower will be replaced. The new one will be the primary mower, the other will become the backup. This ensures mowing will be completed timely and efficiently. This will also help to keep the hours at or below 1500 hours per unit when traded off. This helps to maintain trade value.

Various pieces of equipment and attachments allow staff to complete many task to ensure that adopted City Standards are met for park/grounds maintenance.

Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	20,100					20,100
Total	20,100					20,100

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	20,100					20,100
Total	20,100					20,100

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project #	**PW-17-020**
Project Name	**2006 JD utility tractor replacement**

Department	Public Works
Contact	Public Works Director
Type	Equipment
Useful Life	15
Category	Equipment: PW Equip

Total Project Cost: **$50,000**

Description

2019 - 2006 John Deere Tractor with snowblower, tiller, mower deck and spreader attachments. Replace with Bobcat Toolcat and similar attachments-$50,000.

Justification

Various pieces of equipment and attachments allow staff to complete many task to ensure that adopted City Standards are met for park/grounds maintenance, street maintenance, utility infrastructure maintenance and snow/ice control.

Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	50,000					50,000
Total	50,000					50,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	50,000					50,000
Total	50,000					50,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Public Works
Contact
Type Unassigned
Useful Life
Category Equipment: Computers

Project # PW-17-022
Project Name Computers

Total Project Cost: $42,850

Description

Replacement of computers for the public works department

Justification

Replace of computers

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings	2,000	2,000	2,000	2,000	2,000	10,000
Total	2,000	2,000	2,000	2,000	2,000	10,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund	2,000	2,000	2,000	2,000	2,000	10,000
Total	2,000	2,000	2,000	2,000	2,000	10,000

Street Fund

City of St. Francis
Street Fund-Tax Levy

		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
General Fund Transfer		1,400,000.00											
Rum River Bluffs Fund		124,737.39											
Pederson Drive		(32,308.75)											
Tax		60,000.00	120,000.00	180,000.00	240,000.00	300,000.00	360,000.00	420,000.00	480,000.00	540,000.00	600,000.00	660,000.00	720,000.00
Right of Way Permits		-	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
General Fund Paid		126,540.00	-	-	-	-	-	-	-	-	-	-	-
Special Assessments		-	-	-	-	-	-	-	-	-	-	-	-
Municipal Maintenance		-	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00	115,000.00
Municipal Construction		112,500.00	1,480,000.00	225,000.00	125,000.00								
Total		1,791,468.64	1,716,500.00	521,500.00	481,500.00	416,500.00	476,500.00	536,500.00	596,500.00	656,500.00	716,500.00	776,500.00	836,500.00
Expenditures:													
Sealcoating/crack filling													
District 1	CIP-PW-001					231,435.00		175,000.00					
District 2	CIP-PW-001	126,540.00							175,000.00				
District 3	CIP-PW-001		103,230.00							175,000.00			
District 4	CIP-PW-001			206,460.00							175,000.00		
District 5	CIP-PW-001				250,520.00							175,000.00	
Off Year	CIP-PW-001						100,000.00						
Rehab/Overlay													
Guarani/230th/Ilvaro/Pederson/Makah	CIP-PW-002	202,500.00											
Stark/Zea/Yucca/233rd/227th Ct/Vintage/Woodbine/232nd/227th/226th/Tulip /225th Lane	CIP-PW-002		448,750.00										
230th Lane/Flora/Arrowhead/230th Lane/229th/235th	CIP-PW-002			303,750.00									
Tamarack-North Half	CIP-PW-002				125,000.00								
Street Reconstruction													
Butterfield/232/229th/Poppy/229th/227th	CIP-PW-003		1,155,000.00										
239th/245th/47 to Kings Highway	CIP-PW-003				1,190,000.00								
Downtown Parking Lot	CIP-PW-004		135,000.00										
Routine Asphalt Repair & Maintenance			35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00	35,000.00
Gravel Repair & Maintenance			30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00	30,000.00
Engineering			10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00	10,000.00
ROW-Engineering			4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00
Paving Gravel													
Total Expenditures		329,040.00	1,920,980.00	589,210.00	1,644,520.00	310,435.00	179,000.00	254,000.00	254,000.00	254,000.00	254,000.00	254,000.00	79,000.00
Difference		1,462,428.64	(204,480.00)	(67,710.00)	(1,163,020.00)	106,065.00	297,500.00	282,500.00	342,500.00	402,500.00	462,500.00	522,500.00	757,500.00
Beginning Cash Balance		-	1,462,428.64	1,257,948.64	1,190,238.64	27,218.64	133,283.64	430,783.64	713,283.64	1,055,783.64	1,458,283.64	1,920,783.64	2,443,283.64
Ending Cash Balance		1,462,428.64	1,257,948.64	1,190,238.64	27,218.64	133,283.64	430,783.64	713,283.64	1,055,783.64	1,458,283.64	1,920,783.64	2,443,283.64	3,200,783.64

Paving Gravel is unfunded at this time.

		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Municipal State Construction Funds													
$	860,045.91	347,083.00	372,853.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00	347,083.00
		(112,500.00)	(1,480,000.00)	(225,000.00)	(125,000.00)	-	-	-	-	-	-	-	-
		1,094,628.91	(12,518.09)	109,564.91	331,647.91	678,730.91	1,025,813.91	1,372,896.91	1,719,979.91	2,067,062.91	2,414,145.91	2,761,228.91	3,108,311.91

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Street Department	1,841,980	510,210	1,565,520	231,435		*4,149,145*
EXPENDITURE TOTAL	**1,841,980**	**510,210**	**1,565,520**	**231,435**		*4,149,145*

Source	2019	2020	2021	2022	2023	Total
State Aid	325,000	225,000	125,000			*675,000*
Street Fund	1,516,980	285,210	1,440,520	231,435		*3,474,145*
SOURCE TOTAL	**1,841,980**	**510,210**	**1,565,520**	**231,435**		*4,149,145*

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project #	**CIP-PW-001**
Project Name	**Street Maintenance Program**

Department	Street Department
Contact	Public Works Director
Type	Maintenance
Useful Life	
Category	Street Maintenance

Total Project Cost: $918,185

Description

Annual bituminous preservation sealcoat and rehabilitation overlay programs.
2018: District #2 - Sealcoat ($126,540)
2019: District #3 - Sealcoat ($103,230)
2020: District #4 - Sealcoat ($206,460)
2021: District #5 - Sealcoat ($250,520)
2022: District #1 - Sealcoat ($231,435)
DEPARTMENT: Operations & Maintenance/Street Maintenance Division

Justification

Street sealcoating and overlay programs coordinated with the adopted comprehensive O&M Street/Utilities Maintenance district plan. The sealcoating program is needed to preserve/maintain street condition. The overlay program will rehabilitate street condition. Both will dramatically lengthen service life of sound streets with good soil subbase and adequate drainage. While we presently reconstruct streets as needed, the resurfacing programs will continue to reduce reconstruction needs while providing a smoother, more aesthetically pleasing ride and offer higher serviceability. The anticipated savings are a result of doubling the life of an average street from 25 to 50 years before requiring reconstruction.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	103,230	206,460	250,520	231,435		791,645
Total	103,230	206,460	250,520	231,435		791,645

Funding Sources	2019	2020	2021	2022	2023	Total
Street Fund	103,230	206,460	250,520	231,435		791,645
Total	103,230	206,460	250,520	231,435		791,645

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Street Department
Contact	Public Works Director
Type	Maintenance
Useful Life	
Category	Street Rehabilitation

Project # CIP-PW-002

Project Name **Street Rehabilitation Program**

Total Project Cost: **$1,080,000**

Description

Rehabilitation overlays of the following Local street segments and MSA street segments:
2018: Guarani St/230th Ave from Pederson to Jivaro St (Local .40 miles) - $90,000. Jivaro St from Pederson Dr to 230th Ave, 230th Ave from Jivaro to Makah St (MSA .45 miles) - $112,500.
2019: Stark Dr, Zea St north half, Yucca St south of 233rd, 227th Ct and Vintage St (Local .55 miles) - $123,750. Woodbine St, 232nd Ave,227th Ave, 226th Ave, Vitage St, Zea St, Tulip St, 225th Lane (MSA 1.3 miles) - $325,000.
2020: 230th Lane, Flora St from Arrowhead to 230th Ln (Local .35 miles) - $78,750. Arrowhead St from 229th to 235th (MSA .90 miles) - $225,000.
2021: Tamarack St north half (MSA .5 miles) - $125,000.

Information taken from 2016 Street System Strategy Plan.

Justification

Maintenance costs are increasing and the streets are cracking, rutting and showing wear due to high traffic and weathering. Rehabilitation will extend life of roadway to a near new condition. Repair broken or settled curb, gutters and utilities (particularly water valves) as necessary, mill entire street and overlay with leveling and wearing courses of asphalt (total of at least 4 inches). Cost is break even over life of improvement.

This work conicides with the 2016 Street System Strategy Plan.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	448,750	303,750	125,000			877,500
Total	448,750	303,750	125,000			877,500

Funding Sources	2019	2020	2021	2022	2023	Total
State Aid	325,000	225,000	125,000			675,000
Street Fund	123,750	78,750				202,500
Total	448,750	303,750	125,000			877,500

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* **2023**

Department Street Department
Contact Public Works Director
Type Maintenance
Useful Life
Category Street Reconstruction

Project # CIP-PW-003
Project Name Street Reconstruction Program

Total Project Cost: $2,345,000

Description

Street Reconstruction Projects are done in conjunction with water, sewer, and storm sewer utility improvements. These additional cost are accounted for in separate CIP projects.
Reconstruction of the following Local street segments and MSA street segments:

2019: Butterfield from 232nd Ave to 229th. Poppy St from 229th Ave to 227th Ave. (Project coordination with Oak Grove) (MSA .55 miles) - $1,155,000.

2021: 239th Ave, 1/2 245th from Hwy 47 to Kings Hwy (Coordinate with Stanford Township) (Local .9 miles) - $1,190,000.

Justification

The reconstruction program targets streets where the maintenance costs and/or condition have risen to an unacceptable level and therefore it is most cost effective to reconstruct the entire roadway.
There may be public and private utility repairs associated with some of this reconstruction.
Reconstruction of some segments will require joint powers agreements with neighboring Cities or Townships to share the costs.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	1,155,000		1,190,000			2,345,000
Total	1,155,000		1,190,000			2,345,000

Funding Sources	2019	2020	2021	2022	2023	Total
State Aid	0					0
Street Fund	1,155,000		1,190,000			2,345,000
Total	1,155,000		1,190,000			2,345,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Street Department
Contact Public Works Director
Type Improvement
Useful Life
Category Street Construction

Project # CIP-PW-004
Project Name Downtown Parking Lot Construction

Total Project Cost: $135,000

Description

2019 - Construction of Downtown Parking Lot near Fire Station-$135,000.

Justification

Construction of new parking lot on city owned empty lot would provide additional parking in the downtown area for events held at Fire Station and at Woodbury Park.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	135,000					135,000
Total	135,000					135,000

Funding Sources	2019	2020	2021	2022	2023	Total
Street Fund	135,000					135,000
Total	135,000					135,000

Building (Facility Maintenance) Fund

City of St. Francis
Buildings

		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Funding																
Tax Levy		$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000
Total		$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000
Expenditures:																
City Hall	FM-17-001		$ 3,800						$ 60,000							
Fire Station	FM-17-003		$ 11,500	$ 19,400	$ 18,400	$ 40,500										$ 125,000
Police/PW	FM-17-004		$ 27,000	$ 27,000												$ 650,000
4020 Shop	FM-17-005						$ 14,000									$ 110,000
Total Expenditures		$ -	$ 42,300	$ 46,400	$ 18,400	$ 40,500	$ 14,000	$ -	$ 60,000	$ -	$ -	$ -	$ -	$ -	$ -	$ 885,000
Difference		$ 60,000	$ 17,700	$ 13,600	$ 41,600	$ 19,500	$ 46,000	$ 60,000	$ -	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ 60,000	$ (825,000)
Beginning Cash Balance		$ -	$ 60,000	$ 77,700	$ 91,300	$ 132,900	$ 152,400	$ 198,400	$ 258,400	$ 258,400	$ 318,400	$ 378,400	$ 438,400	$ 498,400	$ 558,400	$ 618,400
Ending Cash Balance		$ 60,000	$ 77,700	$ 91,300	$ 132,900	$ 152,400	$ 198,400	$ 258,400	$ 258,400	$ 318,400	$ 378,400	$ 438,400	$ 498,400	$ 558,400	$ 618,400	$ (206,600)

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Facility Maintenance	42,300	46,400	18,400	40,500	14,000	*161,600*
EXPENDITURE TOTAL	**42,300**	**46,400**	**18,400**	**40,500**	**14,000**	*161,600*

Source	2019	2020	2021	2022	2023	Total
Building Fund	42,300	46,400	18,400	40,500	14,000	*161,600*
SOURCE TOTAL	**42,300**	**46,400**	**18,400**	**40,500**	**14,000**	*161,600*

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* **2023**

Project # FM-17-001
Project Name City Hall Facility Maintenance

Department Facility Maintenance
Contact Public Works Director
Type Maintenance
Useful Life
Category Buildings

Total Project Cost: $63,800

Description

2019 - Sealcoat parking lot-$3,800.
2025 - Replace roof shingles-$60,000.

Justification

Sealcoating parking lot will increase life expectancy of asphalt, reducing the need for large replacement costs.
Roof shingles are anticipated to be at the end of useful life, no longer protecting the building.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	3,800					3,800
Total	3,800					3,800

Funding Sources	2019	2020	2021	2022	2023	Total
Building Fund	3,800					3,800
Total	3,800					3,800

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Department	Facility Maintenance
Contact	Public Works Director
Type	Maintenance
Useful Life	
Category	Buildings

Project # FM-17-003

Project Name **Fire Station Facility Maintenance**

Total Project Cost: $214,800

Description

2019 - Sealcoat Parking lot-$11,500.
2020 - Replacement of one of the heating and air units and entryway unit heater-$19,400.
2021 - Replacement of second building heating and air unit-$18,400.
2022 - Replacement of apparatus bay infrared heating units-$40,500.
2032 - Replace roof-$125,000.

Justification

Sealcoating parking lot will increase life expectancy of asphalt, reducing the need for large replacement costs.
Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.
Roof is anticipated to be at the end of useful life, no longer protecting the building.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	11,500	19,400	18,400	40,500		89,800
Total	11,500	19,400	18,400	40,500		89,800

Funding Sources	2019	2020	2021	2022	2023	Total
Building Fund	11,500	19,400	18,400	40,500		89,800
Total	11,500	19,400	18,400	40,500		89,800

Project # FM-17-004

Project Name Police/Public Works Facility Maintenance

Department Facility Maintenance

Contact Public Works Director

Type Maintenance

Useful Life

Category Buildings

Total Project Cost: $704,000

Description

2019 - Sealcoat ½ Parking lot-$27,000.
2020 - Sealcoat ½ Parking lot-$27,000.
2032 - Replace roof-$650,000.

Justification

Sealcoating parking lot will increase life expectancy of asphalt, reducing the need for large replacement costs.
Roof membrane is anticipated to be at the end of useful life, no longer protecting the building.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	27,000	27,000				54,000
Total	27,000	27,000				54,000

Funding Sources	2019	2020	2021	2022	2023	Total
Building Fund	27,000	27,000				54,000
Total	27,000	27,000				54,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project # FM-17-005

Project Name 4020 Public Works Facility Maintenance

Department Facility Maintenance

Contact Public Works Director

Type Maintenance

Useful Life

Category Buildings

Total Project Cost: $124,000

Description

2023 - Replace infrared unit heaters-$14,000.
2032 - Replace roof of Salt Shed-$40,000.
2032 - Replace roof of Trap Rock Shed-$30,000.
2032 - Replace building roof-$40,000.

Justification

Heating equipment is anticipated to be at end of reliable useful life.
Roof membranes are anticipated to be at the end of useful life, no longer protecting the building.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance					14,000	14,000
Total					14,000	14,000

Funding Sources	2019	2020	2021	2022	2023	Total
Building Fund					14,000	14,000
Total					14,000	14,000

Park Improvement Fund

City of St. Francis
Parks

		2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033
Funding																	
Total		$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Expenditures:																	
Community	PK-17-001		$ 163,800						$ 378,000						$ 90,000	$ 37,000	$ 11,500
Deer Creek 2nd	PK-17-002	$ 1,100			$ 12,000				$ 20,000					$ 75,000			
DeGardner		$ 700															
Durigan Locher			$ 350						$ 55,000								
Hidden Ponds				$ 206,000		$ 6,250					$ 55,000						
Highland Woods	PK-17-004			$ 1,200	$ 48,500			$ 12,000			$ 55,000						
Rum River Blvd			$ 800														$ 2,800
Rum River Woods			$ 200	$ 55,000				$ 125,000									
Seelye Brooke		$ 2,300													$ 75,000		
Woodbury	PK-17-003		$ 1,800	$ 14,000													$ 15,000
Dollar General Trail		$ 120,000															
Total Expenditures		$ 124,100	$ 166,950	$ 276,200	$ 60,500	$ 6,250	$ -	$ 137,000	$ 453,000	$ -	$ 110,000	$ -	$ -	$ 75,000	$ 165,000	$ 37,000	$ 29,300
Difference		$ (124,100)	$ (166,950)	$ (276,200)	$ (60,500)	$ (6,250)	$ -	$ (137,000)	$ (453,000)	$ -	$ (110,000)	$ -	$ -	$ (75,000)	$ (165,000)	$ (37,000)	$ (29,300)
Beginning Cash Balance		$ -	$ (124,100)	$ (291,050)	$ (567,250)	$ (627,750)	$ (634,000)	$ (634,000)	$ (771,000)	$ (1,224,000)	$ (1,224,000)	$ (1,334,000)	$ (1,334,000)	$ (1,334,000)	$ (1,409,000)	$ (1,574,000)	$ (1,611,000)
Ending Cash Balance		$ (124,100)	$ (291,050)	$ (567,250)	$ (627,750)	$ (634,000)	$ (634,000)	$ (771,000)	$ (1,224,000)	$ (1,224,000)	$ (1,334,000)	$ (1,334,000)	$ (1,334,000)	$ (1,409,000)	$ (1,574,000)	$ (1,611,000)	$ (1,640,300)

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Park Improvement Fund	165,600	15,200	60,500			*241,300*
EXPENDITURE TOTAL	**165,600**	**15,200**	**60,500**			*241,300*

Source	2019	2020	2021	2022	2023	Total
Park Improvement Fund	165,600	15,200	60,500			*241,300*
SOURCE TOTAL	**165,600**	**15,200**	**60,500**			*241,300*

Capital Improvement Plan

City of St. Francis, Minnesota

2019 *thru* 2023

Project # PK-17-001

Project Name **Community Park Facility Maintenance**

Department Park Improvement Fund
Contact Public Works Director
Type Improvement
Useful Life
Category Park Improvements

Total Project Cost: $698,700

Description

2018 - Community Park, warming house-replace building heating and air units-$18,400.
2019 - Community Park, hockey rink-replace lighting, board system and pave hockey rink area-$135,000.
2019 - Community Park, sealcoat all 3 parking lots-$19,000.
2019 - Community Park, sealcoat asphalt trails-$9,800.
2025 - Community Park, Concession/Restroom Building, replacement of aging, noncompliant building-$378,000.
2031 - Community Park, playground equipment, replacement of playground equipment-$90,000.
2032 - Community Park, warming house, replace roof shingles-$20,000.
2032 - Community Park, picnic shelter, replace roof shingles-$17,000.
TBD - Community Park, concrete trails, replace concrete trails-$11,500.

Justification

HVAC equipment is anticipated to be at end of reliable useful life.

Existing hockey rink lighting was outdated when it was repurposed as lighting for the rink, new LED lighting would be more efficient and easier to maintain. Board system and fencing is expected to be at end of useful life. Paving inside the hockey rink would create a flat surface making flooding procedures more efficient and could double as a summer basketball court.

Sealcoating parking lot and trails will increase life expectancy of asphalt, reducing the need for large replacement costs.

Concession stand, restrooms, ballfield maintenance, storage, utility room building is outdated and not ADA compliant. Replacement of this facility could allow for improved services to be offered to those who utilize the park.

Playground equipment is anticipated to be at the end of useful life, public safety is a concern with aging equipment.

Roof shingles are anticipated to be at the end of useful life, no longer protecting the building

.

At some point worn concrete will need replacement.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	163,800					163,800
Total	163,800					163,800

Funding Sources	2019	2020	2021	2022	2023	Total
Park Improvement Fund	163,800					163,800
Total	163,800					163,800

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Park Improvement Fund
Contact Public Works Director
Type Maintenance
Useful Life
Category Park Improvements

Project # PK-17-002
Project Name **Deer Creek 2nd Park Facility Maintenance**

Total Project Cost: **$108,100**

Description

2018 - Deer Creek 2nd Park, sealcoat asphalt trails-$1,100.
2021 - Deer Creek 2nd Park, picnic shelter roof shakes replacement-$12,000.
2025 - Deer Creek 2nd Park, study need for additional trails-$20,000.
2030 - Deer Creek 2nd Park, playground equipment, replacement of playground equipment-$75,000.

Justification

Sealcoating trails will increase life expectancy of asphalt, reducing the need for large replacement costs.

Roof shingles are anticipated to be at the end of useful life, no longer protecting the building.

New trails could be constructed in the city owned land next to the playground and possible connection with city trail system.

Playground equipment is anticipated to be at the end of useful life, public safety is a concern with aging equipment.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance			12,000			12,000
Total			12,000			12,000

Funding Sources	2019	2020	2021	2022	2023	Total
Park Improvement Fund			12,000			12,000
Total			12,000			12,000

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Project # PK-17-003

Project Name **Woodbury Park Facility Maintenance**

Department Park Improvement Fund

Contact Public Works Director

Type Maintenance

Useful Life

Category Park Improvements

Total Project Cost: $30,800

Description

2019 - Woodbury Park, sealcoat parking lot and asphalt trails-$1,800.
2020 - Woodbury Park, gazebo roof shakes replacement-$14,000.
TBD - Woodbury Park, concrete trails, replace concrete trails-$15,000.

Justification

Sealcoating parking lot and asphalt trails will increase life expectancy of asphalt, reducing the need for large replacement costs.

Roof shingles are anticipated to be at the end of useful life, no longer protecting the building.

At some point worn concrete will need replacement.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	1,800	14,000				15,800
Total	1,800	14,000				15,800

Funding Sources	2019	2020	2021	2022	2023	Total
Park Improvement Fund	1,800	14,000				15,800
Total	1,800	14,000				15,800

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department Park Improvement Fund
Contact Public Works Director
Type Maintenance
Useful Life
Category Park Improvements

Project # PK-17-004
Project Name **Highland Woods Park Facility Maintenance**

Total Project Cost: **$116,700**

Description

2020 - Highland Woods Park, sealcoat asphalt trails-$1,200.
2021 - Highland Woods Park, boundary survey and add lawn irrigation-$48,500.
2024 - Highland Woods Park, picnic shelter roof shakes replacement-$12,000.
2027 - Highland Woods Park, playground equipment, replacement of playground equipment-$55,000.

Justification

Sealcoating asphalt trails will increase life expectancy of asphalt, reducing the need for large replacement costs.

Add lawn irrigation to improve lawn health, decrease areas where grass can't grow and promote park use.

Roof shakes are anticipated to be at the end of useful life, no longer protecting the building.

Playground equipment is anticipated to be at the end of useful life, public safety is a concern with aging equipment.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance		1,200	48,500			49,700
Total		1,200	48,500			49,700

Funding Sources	2019	2020	2021	2022	2023	Total
Park Improvement Fund		1,200	48,500			49,700
Total		1,200	48,500			49,700

Enterprise Funds

Water Fund
Sewer Fund
Storm Water Fund
Liquor Fund

City of St. Francis, MN
Enterprise Funds Capital Equipment

PROJECT TITLE		PRIOR	2019	2020	2021	2022	2023
Water Fund							
Generator for Water Plant	PW-0017-023	$ 60,000	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL		$ 60,000	$ -	$ -	$ -	$ -	$ -
Sources of Funds:							
Water Fund		$ 60,000	$ -	$ -	$ -	$ -	$ -
Sewer Fund		PRIOR	2019	2020	2021	2022	2023
Generator for Lift Station	PW-17-024	$ -	$ -	$ -	$ -	$ -	$ -
Portable Genset	PW-17-022	$ -	$ -	$ -	$ -	$ -	$ 50,000
GRAND TOTAL		$ -	$ -	$ -	$ -	$ -	$ 50,000
Sources of Funds:							
Sewer Fund		$ -	$ -	$ -	$ -	$ -	$ 50,000
Liquor Fund		PRIOR	2019	2020	2021	2022	2023
Furnance & Air Conditioner	FM-17-002	$ -	$ -	$ -	$ -	$ -	$ -
Sealcoating Parking Lot	FM-17-002	5,300	-	-	-	-	-
Remodel Counter/Checkout	FM-17-002	-	30,000	-	-	-	-
Walk-in Cooler Condensor/Entry way Heaters	FM-17-002	-	-	11,100	-	-	-
Lawn Irrigation	FM-17-002	-	-	-	10,000	-	-
Walk-in Cooler Condensor	FM-17-002	-	-	-	-	-	-
Shingles	FM-17-002	-	-	-	-	-	-
		-	-	-	-	-	-
		$ 5,300	$ 30,000	$ 11,100	$ 10,000	$ -	$ -
Sources of Funds:							
Liquor Fund		$ 5,300	$ 30,000	$ 11,100	$ 10,000	$ -	$ -

	Informational Purposes								
PROJECT TITLE	2024	2025	2026	2027	2028	2029	2030	2031	2032
Water Fund									
Generator for Water Plant	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sources of Funds:									
Water Fund	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sewer Fund	2024	2025	2026	2027	2028	2029	2030	2031	2032
Generator for Lift Station	$ 45,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Portable Genset	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
GRAND TOTAL	$ 45,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sources of Funds:									
Sewer Fund	$ 45,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Liquor Fund	2024	2025	2026	2027	2028	2029	2030	2031	2032
Furnance & Air Conditioner	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Sealcoating Parking Lot	-	-	-	-	-	-	-	-	-
Remodel Counter/Checkout	-	-	-	-	-	-	-	-	-
Walk-in Cooler Condensor/Entry way Heaters	-	-	-	-	-	-	-	-	-
Lawn Irrigation	-	-	-	-	-	-	-	-	-
Walk-in Cooler Condensor	10,100	-	-	-	-	-	-	-	-
Shingles	-	-	-	-	-	-	-	50,000	-
	-	-	-	-	-	-	-	-	-
	$ 10,100	$ -	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ -
Sources of Funds:									
Liquor Fund	$ 10,100	$ -	$ -	$ -	$ -	$ -	$ -	$ 50,000	$ -

City of St. Francis, Minnesota

Capital Improvement Plan

2019 thru **2023**

EXPENDITURES AND SOURCES SUMMARY

Department	2019	2020	2021	2022	2023	Total
Liquor Fund	30,000	11,100	10,000			*51,100*
Wastewater Fund					50,000	*50,000*
EXPENDITURE TOTAL	**30,000**	**11,100**	**10,000**		**50,000**	*101,100*

Source	2019	2020	2021	2022	2023	Total
Capital Equipment Fund					50,000	*50,000*
Liquor Fund	30,000	11,100	10,000			*51,100*
SOURCE TOTAL	**30,000**	**11,100**	**10,000**		**50,000**	*101,100*

Department Liquor Fund
Contact Public Works Director
Type Maintenance
Useful Life
Category Buildings

Project # FM-17-002
Project Name Bottle Shop Facility Maintenance

Total Project Cost: $116,500

Description

2018 - Sealcoat Parking lot-$5,300.
2019 - Remodel Counter/checkout area-$30,000.
2020 - Replace walk in cooler condensing unit and entryway unit heater-$11,100.
2021 - Install lawn irrigation system-$10,000.
2024 - Replace walk in cooler condensing unit-$10,100.
2031 - Replace roof shingles $50,000.

Justification

Sealcoating parking lot will increase life expectancy of asphalt, reducing the need for large replacement costs.
Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.
Remodeling will improve customer service and improve visibility for staff to view store display area.
Roof shingles are anticipated to be at the end of useful life, no longer protecting the building.

Expenditures	2019	2020	2021	2022	2023	Total
Construction/Maintenance	30,000	11,100	10,000			51,100
Total	30,000	11,100	10,000			51,100

Funding Sources	2019	2020	2021	2022	2023	Total
Liquor Fund	30,000	11,100	10,000			51,100
Total	30,000	11,100	10,000			51,100

Capital Improvement Plan

2019 *thru* 2023

City of St. Francis, Minnesota

Department	Wastewater Fund
Contact	Public Works Director
Type	Equipment
Useful Life	30
Category	Equipment: PW Equip

Project # WWTP-17-022

Project Name 1993 Portable Genset Replacement

Total Project Cost: $50,000

Description

2023 - 1993 Portable Genset replace with similar-$50,000.

Justification

Portable Generator keeps the sewer lift stations pumping during power failures to reduce risk sewer backups into homes and businesses.

Equipment is anticipated to be at end of reliable useful life. This replacement will allow the ability to provide services as per adopted standards.

Estimated replacement prices do not include trade values.

Expenditures	2019	2020	2021	2022	2023	Total
Equip/Vehicles/Furnishings					50,000	50,000
Total					50,000	50,000

Funding Sources	2019	2020	2021	2022	2023	Total
Capital Equipment Fund					50,000	50,000
Total					50,000	50,000

City of St. Francis

CITY COUNCIL
AGENDA REPORT
Agenda Item #:
9A

TO: Joe Kohlmann, City Administrator

FROM: Craig Jochum, City Engineer

SUBJECT: Kings Highway and Riverbank Lane Project – Resolution Receiving Report and Calling Hearing on Improvement

DATE: August 6, 2018

OVERVIEW:

Pursuant to Council Resolution 2017-17 Hakanson Anderson Associates, Inc. has prepared a feasibility report for the improvements of Kings Highway and Riverbank Lane. The report is attached for Council review and approval.

Project costs would be assessed on a per unit basis with one-unit assessment for each lot. There are 29 lots within St. Francis that abut Kings Highway and Riverbank Lane. Based on a total assessment amount of $241,300 the per unit assessment would be $8,320. A copy of the proposed assessment roll is included as Exhibit B in the feasibility report.

Per Minnesota Statues 429 the council must conduct two public hearings. The first hearing is typically known as the Improvement Hearing. The Improvement Hearing is to discuss the project improvements with the public before ordering it done. At the Improvement Hearing, interested persons may voice their comments and concerns regarding the improvements or proposed assessments. The Improvement Hearing is proposed to be September 4, 2018 at 6:00 pm in the council chambers.

ACTION TO BE CONSIDERED:

Consideration to adopt Resolution 2018-27 Resolution Receiving Report and Calling Hearing on Improvement.

City of St. Francis

BUDGET IMPLICATION:

This project is proposed to be financed by the Stormwater Utility Fund and assessments. The total estimated project cost is $482,600. The proposed fund split is $241,300 from the Stormwater Utility Fund and $241,300 from assessments. The assessments are proposed to be over a 15 year period at a rate of 3.68%.

ATTACHMENTS:

1. Resolution 2018-27 Resolution Receiving Report and Calling Hearing on Improvement.
2. Feasibility Report dated July 31, 2018.

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

RESOLUTION 2018-27

RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to Resolution 2017-17 of the council adopted June 19, 2017, a report has been prepared by Hakanson Anderson Associates, Inc. with reference to the improvements of Kings Highway from 245th Avenue to Riverbank Lane and Riverbank Lane from the municipal limit to the cul-de-sac by reconstruction of the drainage system and road surface, and this report was received by the council on August 6, 2018, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of $482,600.

2. A public hearing shall be held on such proposed improvement on the 4th day of September, 2018, in the council chambers of the city hall at 6:00 p.m. and the city clerk shall give mailed and published notice of such hearing and improvement as required by law.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 6th DAY OF AUGUST, 2018.

APPROVED:

ATTEST:

____
Steven D. Feldman, Mayor

____
Barbara I. Held, City Clerk

Feasibility Report for

Street and Drainage Improvements on Kings Highway and Riverbank Lane

City of St. Francis, MN

City of St. Francis

July 31, 2018

Prepared by:

Hakanson Anderson
3601 Thurston Avenue
Anoka, MN
Phone: 763-427-5860
Fax: 763-427-0520

CERTIFICATION

Feasibility Report
For

Street and Drainage Improvements on
Kings highway and Riverbank Lane

Hakanson
Anderson

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.

By: ______________________
Craig J. Jochum, P.E.
License No. 23461

Date: July 31, 2018

TABLE OF CONTENTS

INTRODUCTION

The City Council authorized Hakanson Anderson to prepare a feasibility study for the improvement of Kings Highway and Riverbank Lane. The area considered in this report is shown on Exhibit A. Provided herein are recommendations for construction, preliminary cost estimates, estimated assessment costs, and preliminary construction plans.

EXISTING CONDITIONS

Kings Highway is approximately 1,420 feet long from 245th Avenue to Riverbank Lane. The other street, Riverbank Lane, is approximately 2,230 feet long from the westerly cul-de-sac to the City limits. The total length of both streets is approximately 3,650 feet. Both of these roads currently have a gravel surface.

There has been a number of reviews and discussions regarding this area over the past 20 years. Many of the issues are related to stormwater runoff and erosion. In the last 18 months the City Council has held a number of workshops to discuss and further define the scope and financing of this project. This report includes the Council's consensus for the proposed improvement and the recommended financing rates and terms.

PROPOSED IMPROVEMENTS

The proposed project includes completing drainage improvements along with paving the roads. A preliminary set of construction plans were prepared as part of this study. The plans are included in Appendix B.

In general, the proposed improvements would include:

1. Reconstruct the existing ditches;
2. Remove and replace existing culverts and install flared end sections;
3. Construction ditch backslopes where needed;
4. Lower the road profile where necessary to accommodate ditching;
5. Construct concrete curb and gutter where needed to control runoff and traffic; and
6. Construct the bituminous pavement surface.

A preliminary review of the project drainage was also completed. The drainage areas and flow directions are shown on Figure 1 in Appendix A. Stormwater calculations for the 10-year storm event are also included in Appendix A. With the exception of the culvert that drains directly to the Rum River, culverts would be sized to accommodate flows from the 10-year event. 15-inch culverts are adequate for all drainage areas.

The Culvert that drains directly to the Rum River is the outlet for subwatershed 13. This culvert should be sized for the 100-year event or as an alternative the overflow berm could be adequately protected from erosion and the pipe sized for the 10-year event. This culvert would be a 15-inch or 21-inch for the 10-year or 100-year storm event, respectively.

It is also proposed to construct a catch basin and storm sewer and stormwater pond on the west end of Riverbank Lane as shown on Sheet 3 of the plans.

ESTIMATED COSTS

The estimated cost of the improvements for Riverbank Lane and Kings Highway are $323,700 and $158,900, respectively. The costs are shown in detail on attached Tables A-1 and A-2. The total estimated project cost is $482,600.

PROPOSED ASSESSMENTS

A portion of the project costs would be assessed to abutting property owners which are shown on Exhibit A. There are 29 benefitting lots within St. Francis. Each lot would be considered one unit assessment. There are also 2 parcels in Standford Township that access Kings Highway through existing St. Francis parcels. The City Council could consider working with the Stanford Town Board to assess these two parcels. The assessments are based on the City's current assessment policy and discussions from the workshops. It is proposed that the assessment, to the benefitting properties, would be 100% for the road improvements and 26% for the stormwater improvements.

The total cost split between the benefitting properties and the City is $241,300 each. Table 1 summarizes the total assessment per unit along with the estimated annual and monthly payments with a term of 15 years and an interest rate of 3.68%.

TABLE 1
Summary of the Proposed Assessment

Assessment Units	Total Assessments	15 years at 3.68%	
		Annual	Monthly
29	$8,320	$732	$61

The proposed assessment roll is included as Exhibit B.

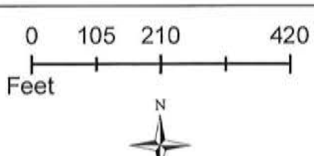
FUNDING

This project would be funded by the Stormwater Utility Fund and assessments as discussed above.

CONCLUSIONS AND RECOMMENDATIONS

We find that this project is necessary, cost effective and feasible from a technical and engineering standpoint, and benefits the properties proposed to be assessed. This project should be made as proposed and it is not necessary to combine it with any other project. We would recommend that the City Council accept this report.

EXHIBITS



Legend

Gravel Surface

Parcels

City Boundary

Exhibit A
Project Area

EXHIBIT B
PROPOSED ASSESSMENT ROLL

Property Owner	Assessment Units	Total Proposed Assessment
Kaunzner Michelle 24439 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Neumann Brandon 24491 River Bank Ln Nw St. Francis, Mn 55040	1	$8,320
Orttel Daniel[1] 428 Constance Blvd Nw Andover, Mn 55304	1	$8,320
Jones David G & Michelle M 24455 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Simonson Aaron 24430 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Kromrey Heidi 3531 Kings Hwy Nw St. Francis, Mn 55040	1	$8,320
Boyum Robert 3461 Kings Hwy Nw St. Francis, Mn 55040	1	$8,320
Cain Brian & Elisa 24321 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Kycia Paul 24333 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Warner David L 24343 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Skarsten Jennifer 24373 Riverbank Ln Nw St Francis, Mn 55040	1	$8,320
Kelly James B & Maureen M 3790 Kings Hwy Nw St. Francis, Mn 55040	1	$8,320
Davidson Jaclyn 3530 Kings Hwy Nw St Francis, Mn 55040	1	$8,320
Nelson Jeffrey 3484 Kings Hwy Nw St. Francis, Mn 55040	1	$8,320
Sunderland Tony & Kay 24380 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Brockwitz Wendy 24358 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320

[1] Property address for assessment is 24477 Riverbank Ln Nw, St. Francis, Mn 55040.

EXHIBIT B
PROPOSED ASSESSMENT ROLL (Continued)

Fields Randall & Nancy K 24320 Nw Riverbank Ln St. Francis, Mn 55040	1	$8,320
Leines Grace 24310 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Blood Michael D & Nancy R 24411 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Giancola Mario 24357 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Jahnke Barbara A 24381 Riverbank Ln Nw St Francis, Mn 55040	1	$8,320
Wright Blaine P & Christine L 3419 Kings Hwy Nw St. Francis, Mn 55040	1	$8,320
Hickman Terry F 24204 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Peterson Bryan 24203 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Roppe James A & Sundeen Jodi A 24235 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
McLaughlin Alexander 24245 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Grimm Jennifer 24301 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Minkler Michael S & Kathleen A 24311 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320
Wirtz Ralph W 24225 Riverbank Ln Nw St. Francis, Mn 55040	1	$8,320

TABLES
(A1 – A2)

Table A-1

Preliminary Engineers Estimate
City of St. Francis
Kings Highway - Street and Stormwater Improvements

Stormwater Improvements

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$6,500.00	$6,500
2	MILL BITUMINOUS SURFACE	5	SQ YD	$9.50	$48
3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	24	LIN FT	$4.30	$103
4	SALVAGE MAILBOX	7	EACH	$41.20	$288
5	SUBGRADE PREPARATION	14	ROAD STA	$150.00	$2,100
6	AGGREGATE BASE CLASS 5	908	TON	$16.00	$14,528
7	SHOULDER BASE AGGREGATE CLASS 2	68	TON	$45.65	$3,104
8	6" CONCRETE DRIVEWAY PAVEMENT	60	SQ YD	$59.51	$3,571
9	FURNISH & INSTALL MAILBOX SUPPORT	7	EACH	$150.00	$1,050
10	SIGN PANELS TYPE C	10	SQ FT	$41.20	$412
11	CLEARING & GRUBBING	1	LUMP SUM	$2,500.00	$2,500
12	REMOVE CULVERTS	180	LIN FT	$5.00	$900
13	COMMON EXCAVATION (EV)	750	CU YD	$12.30	$9,225
14	HAUL AND DISPOSE EXCESS MATERIAL	975	CU YD	$5.80	$5,655
15	SALVAGE TOPSOIL	667	CU YD	$5.00	$3,335
16	SALVAGED AGGREGATE (CV)	50	CU YD	$25.75	$1,288
17	15" CP PIPE CULVERT (SMOOTH)	300	LIN FT	$41.05	$12,315
18	15" CS PIPE APRON	18	EACH	$225.00	$4,050
19	15" RC PIPE APRON	2	EACH	$950.00	$1,900
20	15" RC PIPE CULVERT DESIGN 3006 CLASS III	32	LIN FT	$80.00	$2,560
21	CONCRETE CURB & GUTTER	320	LIN FT	$10.70	$3,424
22	SILT FENCE, TYPE MACHINE SLICED	1000	LIN FT	$1.60	$1,600
23	TRAFFIC CONTROL	1	LUMP SUM	$500.00	$500
24	SEDIMENT CONTROL LOG TYPE WOOD CHIP	100	LIN FT	$3.15	$315
25	FERTILIZER TYPE 1	360	POUND	$0.80	$288
26	HYDROSEEDING	1.2	ACRE	$3,210.00	$3,852
27	SEED MIXTURE 25-121	73	POUND	$4.55	$332
28	EROSION CONTROL BLANKETS	100	SQ YD	$2.80	$280
29	HYDRAULIC NATURAL TACKIFIER	5808	SQ YD	$0.35	$2,033
30	CULVERT END CONTROLS	1	EACH	$150.00	$150
					$88,206
		Construction Contingency & Overhead (18%)			$15,877
				Subtotal	**$104,083**

Pavement

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION
31	BITUMINOUS MATERIAL FOR TACK COAT	216	GALLON	$1.75	$378
32	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	327	TON	$59.00	$19,293
33	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	436	TON	$58.00	$25,288
34	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) 3" THICK	30	SQ YD	$50.00	$1,500
					$46,459.00
		Construction Contingency & Overhead (18%)			$8,363
				Subtotal	**$54,822**
		Total Estimated Cost			**$158,900.00**

Table A-2

Preliminary Engineers Estimate
City of St. Francis
Riverbank Lane - Street and Stormwater Improvements

Stormwater Improvements

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION
1	MOBILIZATION	1	LUMP SUM	$7,500.00	$7,500
2	MILL BITUMINOUS SURFACE	5	SQ YD	$9.50	$48
3	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	24	LIN FT	$4.30	$103
4	SALVAGE MAILBOX	23	EACH	$41.20	$948
5	SUBGRADE PREPARATION	23	ROAD STA	$150.00	$3,450
6	AGGREGATE BASE CLASS 5	864	TON	$16.00	$13,824
7	SHOULDER BASE AGGREGATE CLASS 2	97	TON	$45.65	$4,428
8	6" CONCRETE DRIVEWAY PAVEMENT	185	SQ YD	$59.51	$11,009
9	FURNISH & INSTALL MAILBOX SUPPORT	23	EACH	$150.00	$3,450
10	SIGN PANELS TYPE C	18	SQ FT	$41.20	$742
11	CLEARING & GRUBBING	1	LUMP SUM	$2,500.00	$2,500
12	REMOVE CULVERTS	250	LIN FT	$5.00	$1,250
13	COMMON EXCAVATION (EV)	2100	CU YD	$12.30	$25,830
14	HAUL AND DISPOSE EXCESS MATERIAL	2730	CU YD	$5.80	$15,834
15	SALVAGE TOPSOIL	1116	CU YD	$5.00	$5,580
16	SALVAGED AGGREGATE (CV)	225	CU YD	$25.75	$5,794
17	CONCRETE FLUME	2	EACH	$721.00	$1,442
18	15" CP PIPE CULVERT (SMOOTH)	510	LIN FT	$41.05	$20,936
19	15" CS PIPE APRON	36	EACH	$225.00	$8,100
20	15" RC PIPE APRON	5	EACH	$950.00	$4,750
21	15" RC PIPE CULVERT DESIGN 3006 CLASS III	236	LIN FT	$80.00	$18,880
22	27" DIAMETER CATCH BASIN	1	EACH	$1,200.00	$1,200
23	CASTING ASSEMBLY	1	EACH	$600.00	$600
24	OUTLET TO RIVER	1	LUMP SUM	$5,750.00	$5,750
25	CONCRETE CURB & GUTTER	680	LIN FT	$10.70	$7,276
26	SILT FENCE, TYPE MACHINE SLICED	1000	LIN FT	$1.60	$1,600
27	TRAFFIC CONTROL	1	LUMP SUM	$500.00	$500
28	SEDIMENT CONTROL LOG TYPE WOOD CHIP	100	LIN FT	$3.15	$315
29	FERTILIZER TYPE 1	630	POUND	$0.80	$504
30	HYDROSEEDING	2.1	ACRE	$3,210.00	$6,741
31	SEED MIXTURE 25-121	130	POUND	$4.55	$592
32	EROSION CONTROL BLANKETS	1000	SQ YD	$2.80	$2,800
33	HYDRAULIC NATURAL TACKIFIER	10164	SQ YD	$0.35	$3,557
34	CULVERT END CONTROLS	2	EACH	$150.00	$300
					$188,133
		Construction Contingency & Overhead (18%)			$33,864
				Subtotal	**$221,997**

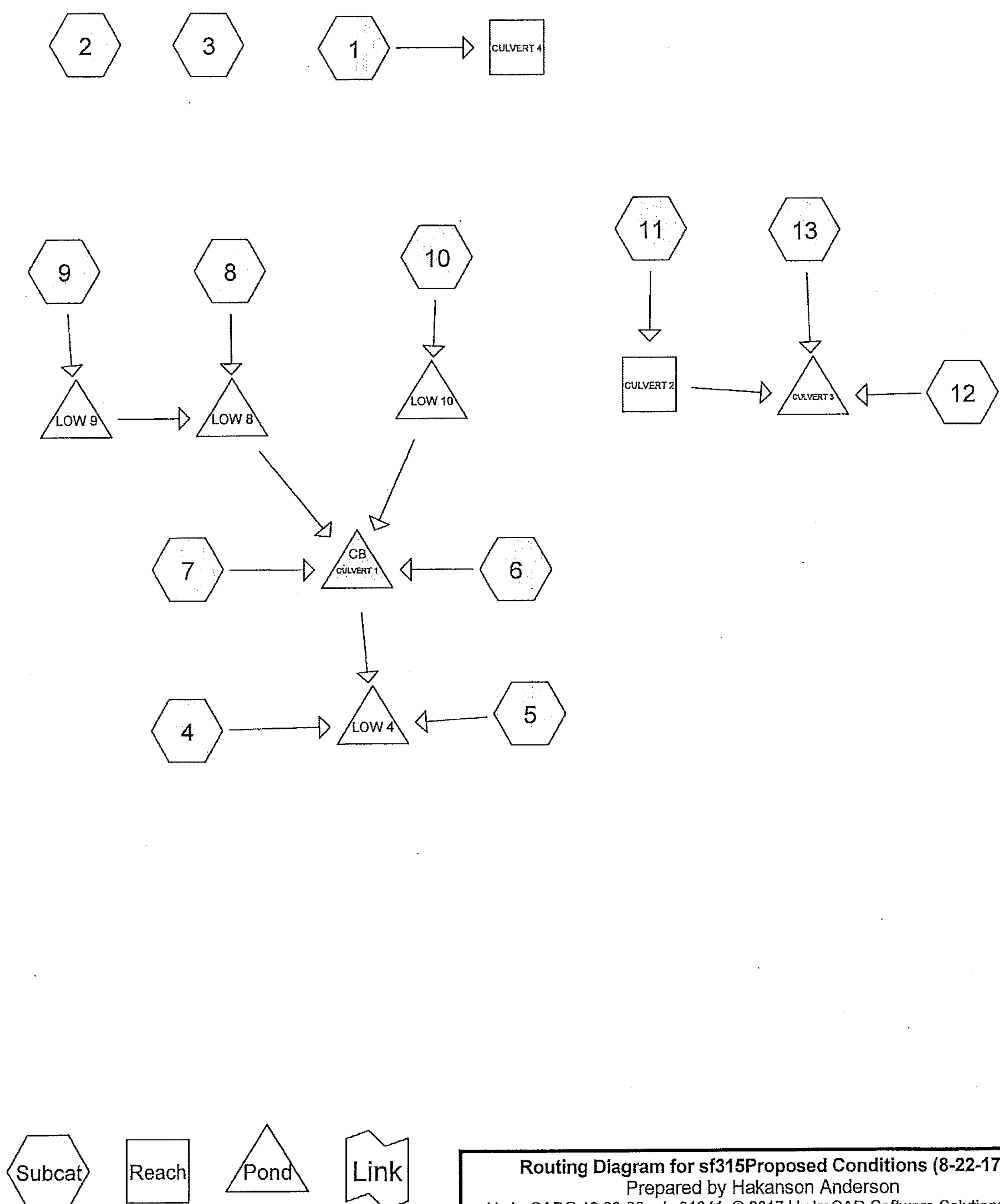
Pavement

ITEM NO.	ITEM DESCRIPTION	ESTIMATED QUANTITY		UNIT PRICE	EXTENSION
35	BITUMINOUS MATERIAL FOR TACK COAT	362	GALLON	$1.75	$634
36	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	547	TON	$59.00	$32,273
37	TYPE SP 12.5 NON WEARING COURSE MIXTURE (2,B)	729	TON	$58.00	$42,282
38	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B) 3" THICK	220	SQ YD	$50.00	$11,000
					$86,189
		Construction Contingency & Overhead (18%)			$15,514
				Subtotal	**$101,703**

Total Estimated Cost **$323,700.00**

APPENDIX A

Stormwater Calculations



Routing Diagram for sf315Proposed Conditions (8-22-17)
Prepared by Hakanson Anderson
HydroCAD® 10.00-20 s/n 01341 © 2017 HydroCAD Software Solutions LLC

Time span=0.00-48.00 hrs, dt=0.05 hrs, 961 points
Runoff by SCS TR-20 method, UH=SCS, Weighted-CN
Reach routing by Stor-Ind+Trans method - Pond routing by Stor-Ind method

Subcatchment 1:	Runoff Area=0.670 ac 34.33% Impervious Runoff Depth=0.98" Tc=10.0 min CN=62 Runoff=0.91 cfs 0.055 af
Subcatchment 2:	Runoff Area=0.920 ac 25.00% Impervious Runoff Depth=0.67" Tc=10.0 min CN=56 Runoff=0.74 cfs 0.051 af
Subcatchment 3:	Runoff Area=6.080 ac 4.11% Impervious Runoff Depth=0.11" Tc=20.0 min CN=41 Runoff=0.08 cfs 0.058 af
Subcatchment 4:	Runoff Area=11.020 ac 3.63% Impervious Runoff Depth=0.14" Tc=20.0 min CN=42 Runoff=0.20 cfs 0.128 af
Subcatchment 5:	Runoff Area=3.340 ac 11.98% Impervious Runoff Depth=0.33" Tc=15.0 min CN=48 Runoff=0.54 cfs 0.091 af
Subcatchment 6:	Runoff Area=1.410 ac 34.75% Impervious Runoff Depth=0.98" Tc=10.0 min CN=62 Runoff=1.92 cfs 0.115 af
Subcatchment 7:	Runoff Area=2.110 ac 3.32% Impervious Runoff Depth=0.11" Tc=10.0 min CN=41 Runoff=0.03 cfs 0.020 af
Subcatchment 8:	Runoff Area=4.140 ac 1.21% Impervious Runoff Depth=0.14" Tc=15.0 min CN=42 Runoff=0.08 cfs 0.048 af
Subcatchment 9:	Runoff Area=0.640 ac 0.00% Impervious Runoff Depth=0.26" Tc=10.0 min CN=46 Runoff=0.07 cfs 0.014 af
Subcatchment 10:	Runoff Area=3.870 ac 2.58% Impervious Runoff Depth=0.17" Tc=10.0 min CN=43 Runoff=0.11 cfs 0.054 af
Subcatchment 11:	Runoff Area=1.870 ac 22.99% Impervious Runoff Depth=0.57" Tc=10.0 min CN=54 Runoff=1.19 cfs 0.089 af
Subcatchment 12:	Runoff Area=0.820 ac 52.44% Impervious Runoff Depth=1.69" Tc=10.0 min CN=73 Runoff=2.08 cfs 0.115 af
Subcatchment 13:	Runoff Area=0.640 ac 10.94% Impervious Runoff Depth=0.23" Tc=10.0 min CN=45 Runoff=0.04 cfs 0.012 af
Reach CULVERT 2:	Avg. Flow Depth=0.24' Max Vel=7.17 fps Inflow=1.19 cfs 0.089 af 15.0" Round Pipe n=0.012 L=41.0' S=0.0437 '/' Capacity=14.62 cfs Outflow=1.18 cfs 0.089 af
Reach CULVERT 4:	Avg. Flow Depth=0.28' Max Vel=4.51 fps Inflow=0.91 cfs 0.055 af 15.0" Round Pipe n=0.012 L=178.0' S=0.0146 '/' Capacity=8.46 cfs Outflow=0.89 cfs 0.055 af
Pond CULVERT 1:	Peak Elev=919.47' Inflow=1.92 cfs 0.136 af 15.0" Round Culvert n=0.012 L=45.0' S=0.0036 '/' Outflow=1.92 cfs 0.136 af
Pond CULVERT 3:	Peak Elev=905.80' Storage=13 cf Inflow=3.25 cfs 0.217 af Outflow=3.25 cfs 0.217 af
Pond LOW 10:	Peak Elev=918.31' Storage=2,330 cf Inflow=0.11 cfs 0.054 af Outflow=0.00 cfs 0.000 af
Pond LOW 4:	Peak Elev=919.89' Storage=15,427 cf Inflow=2.22 cfs 0.355 af Outflow=0.00 cfs 0.000 af
Pond LOW 8:	Peak Elev=922.23' Storage=2,091 cf Inflow=0.08 cfs 0.048 af Outflow=0.00 cfs 0.000 af
Pond LOW 9:	Peak Elev=928.14' Storage=598 cf Inflow=0.07 cfs 0.014 af Outflow=0.00 cfs 0.000 af

Total Runoff Area = 37.530 ac Runoff Volume = 0.851 af Average Runoff Depth = 0.27"
91.61% Pervious = 34.380 ac 8.39% Impervious = 3.150 ac

Summary for Subcatchment 1:

Runoff = 0.91 cfs @ 12.03 hrs, Volume= 0.055 af, Depth= 0.98"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.230	98	Impervious
	0.030	96	Gravel surface, HSG A
	0.410	39	>75% Grass cover, Good, HSG A
	0.670	62	Weighted Average
	0.440	43	65.67% Pervious Area
	0.230	98	34.33% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 2:

Runoff = 0.74 cfs @ 12.04 hrs, Volume= 0.051 af, Depth= 0.67"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.230	98	Impervious
	0.030	96	Gravel surface, HSG A
	0.660	39	>75% Grass cover, Good, HSG A
	0.920	56	Weighted Average
	0.690	41	75.00% Pervious Area
	0.230	98	25.00% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 3:

Runoff = 0.08 cfs @ 13.50 hrs, Volume= 0.058 af, Depth= 0.11"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.250	98	Impervious
	5.830	39	>75% Grass cover, Good, HSG A
	6.080	41	Weighted Average
	5.830	39	95.89% Pervious Area
	0.250	98	4.11% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
20.0					**Direct Entry,**

Summary for Subcatchment 4:

Runoff = 0.20 cfs @ 13.02 hrs, Volume= 0.128 af, Depth= 0.14"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.400	98	Impervious
	0.100	96	Gravel surface, HSG A
	10.520	39	>75% Grass cover, Good, HSG A
	11.020	42	Weighted Average
	10.620	40	96.37% Pervious Area
	0.400	98	3.63% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
20.0					**Direct Entry,**

Summary for Subcatchment 5:

Runoff = 0.54 cfs @ 12.15 hrs, Volume= 0.091 af, Depth= 0.33"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.400	98	Impervious
	0.100	96	Gravel surface, HSG A
	2.840	39	>75% Grass cover, Good, HSG A
	3.340	48	Weighted Average
	2.940	41	88.02% Pervious Area
	0.400	98	11.98% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.0					**Direct Entry,**

Summary for Subcatchment 6:

Runoff = 1.92 cfs @ 12.03 hrs, Volume= 0.115 af, Depth= 0.98"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.490	98	Impervious
	0.070	96	Gravel surface, HSG A
	0.850	39	>75% Grass cover, Good, HSG A
	1.410	62	Weighted Average
	0.920	43	65.25% Pervious Area
	0.490	98	34.75% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 7:

Runoff = 0.03 cfs @ 13.37 hrs, Volume= 0.020 af, Depth= 0.11"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.070	98	Impervious
	2.040	39	>75% Grass cover, Good, HSG A
	2.110	41	Weighted Average
	2.040	39	96.68% Pervious Area
	0.070	98	3.32% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 8:

Runoff = 0.08 cfs @ 12.60 hrs, Volume= 0.048 af, Depth= 0.14"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.050	98	Impervious
	0.180	96	Gravel surface, HSG A
	3.910	39	>75% Grass cover, Good, HSG A
	4.140	42	Weighted Average
	4.090	42	98.79% Pervious Area
	0.050	98	1.21% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
15.0					**Direct Entry,**

Summary for Subcatchment 9:

Runoff = 0.07 cfs @ 12.10 hrs, Volume= 0.014 af, Depth= 0.26"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
	0.080	96	Gravel surface, HSG A
	0.560	39	>75% Grass cover, Good, HSG A
	0.640	46	Weighted Average
	0.640	46	100.00% Pervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 10:

Runoff = 0.11 cfs @ 12.43 hrs, Volume= 0.054 af, Depth= 0.17"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.100	98	Impervious
	0.140	96	Gravel surface, HSG A
	3.630	39	>75% Grass cover, Good, HSG A
	3.870	43	Weighted Average
	3.770	41	97.42% Pervious Area
	0.100	98	2.58% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 11:

Runoff = 1.19 cfs @ 12.05 hrs, Volume= 0.089 af, Depth= 0.57"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.430	98	Impervious
	0.050	96	Gravel surface, HSG A
	1.390	39	>75% Grass cover, Good, HSG A
	1.870	54	Weighted Average
	1.440	41	77.01% Pervious Area
	0.430	98	22.99% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 12:

Runoff = 2.08 cfs @ 12.02 hrs, Volume= 0.115 af, Depth= 1.69"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.430	98	Impervious
	0.050	96	Gravel surface, HSG A
	0.340	39	>75% Grass cover, Good, HSG A
	0.820	73	Weighted Average
	0.390	46	47.56% Pervious Area
	0.430	98	52.44% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

Summary for Subcatchment 13:

Runoff = 0.04 cfs @ 12.11 hrs, Volume= 0.012 af, Depth= 0.23"

Runoff by SCS TR-20 method, UH=SCS, Weighted-CN, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Type II 24-hr 10-Year Rainfall=4.22"

	Area (ac)	CN	Description
*	0.070	98	Impervious
	0.570	39	>75% Grass cover, Good, HSG A
	0.640	45	Weighted Average
	0.570	39	89.06% Pervious Area
	0.070	98	10.94% Impervious Area

Tc (min)	Length (feet)	Slope (ft/ft)	Velocity (ft/sec)	Capacity (cfs)	Description
10.0					**Direct Entry,**

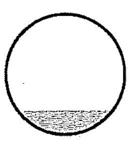
Summary for Reach CULVERT 2:

Inflow Area = 1.870 ac, 22.99% Impervious, Inflow Depth = 0.57" for 10-Year event
Inflow = 1.19 cfs @ 12.05 hrs, Volume= 0.089 af
Outflow = 1.18 cfs @ 12.05 hrs, Volume= 0.089 af, Atten= 0%, Lag= 0.1 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Max. Velocity= 7.17 fps, Min. Travel Time= 0.1 min
Avg. Velocity = 2.98 fps, Avg. Travel Time= 0.2 min

Peak Storage= 7 cf @ 12.05 hrs
Average Depth at Peak Storage= 0.24'
Bank-Full Depth= 1.25' Flow Area= 1.2 sf, Capacity= 14.62 cfs

15.0" Round Pipe
n= 0.012
Length= 41.0' Slope= 0.0437 '/'
Inlet Invert= 923.42', Outlet Invert= 921.63'



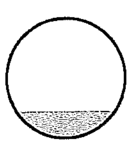
Summary for Reach CULVERT 4:

Inflow Area = 0.670 ac, 34.33% Impervious, Inflow Depth = 0.98" for 10-Year event
Inflow = 0.91 cfs @ 12.03 hrs, Volume= 0.055 af
Outflow = 0.89 cfs @ 12.05 hrs, Volume= 0.055 af, Atten= 2%, Lag= 1.1 min

Routing by Stor-Ind+Trans method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Max. Velocity= 4.51 fps, Min. Travel Time= 0.7 min
Avg. Velocity = 1.68 fps, Avg. Travel Time= 1.8 min

Peak Storage= 36 cf @ 12.04 hrs
Average Depth at Peak Storage= 0.28'
Bank-Full Depth= 1.25' Flow Area= 1.2 sf, Capacity= 8.46 cfs

15.0" Round Pipe
n= 0.012
Length= 178.0' Slope= 0.0146 '/'
Inlet Invert= 917.60', Outlet Invert= 915.00'



Summary for Pond CULVERT 1:

Inflow Area = 12.170 ac, 5.83% Impervious, Inflow Depth = 0.13" for 10-Year event
Inflow = 1.92 cfs @ 12.03 hrs, Volume= 0.136 af
Outflow = 1.92 cfs @ 12.03 hrs, Volume= 0.136 af, Atten= 0%, Lag= 0.0 min
Primary = 1.92 cfs @ 12.03 hrs, Volume= 0.136 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs

Peak Elev= 919.47' @ 12.03 hrs

Device	Routing	Invert	Outlet Devices
#1	Primary	918.64'	**15.0" Round Culvert** L= 45.0' Square-edged headwall, Ke= 0.500 Inlet / Outlet Invert= 918.64' / 918.48' S= 0.0036 '/' Cc= 0.900 n= 0.012, Flow Area= 1.23 sf

Primary OutFlow Max=1.87 cfs @ 12.03 hrs HW=919.46' (Free Discharge)
└─1=**Culvert** (Barrel Controls 1.87 cfs @ 3.12 fps)

Summary for Pond CULVERT 3:

Inflow Area = 3.330 ac, 27.93% Impervious, Inflow Depth = 0.78" for 10-Year event
Inflow = 3.25 cfs @ 12.04 hrs, Volume= 0.217 af
Outflow = 3.25 cfs @ 12.04 hrs, Volume= 0.217 af, Atten= 0%, Lag= 0.1 min
Primary = 3.25 cfs @ 12.04 hrs, Volume= 0.217 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Peak Elev= 905.80' @ 12.04 hrs Surf.Area= 34 sf Storage= 13 cf

Plug-Flow detention time= 0.1 min calculated for 0.216 af (100% of inflow)
Center-of-Mass det. time= 0.1 min (886.0 - 885.9)

Volume	Invert	Avail.Storage	Storage Description
#1	905.00'	341 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
905.00	0	0	0
906.00	42	21	21
907.00	149	96	117
908.00	300	225	341

Device	Routing	Invert	Outlet Devices
#1	Primary	905.00'	**21.0" Round Culvert** L= 43.0' Ke= 0.500 Inlet / Outlet Invert= 905.00' / 895.09' S= 0.2305 '/' Cc= 0.900 n= 0.012, Flow Area= 2.41 sf
#2	Primary	907.00'	**15.0' long x 0.5' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 Coef. (English) 2.80 2.92 3.08 3.30 3.32

Primary OutFlow Max=3.17 cfs @ 12.04 hrs HW=905.79' (Free Discharge)
├─1=**Culvert** (Inlet Controls 3.17 cfs @ 3.02 fps)
└─2=**Broad-Crested Rectangular Weir** (Controls 0.00 cfs)

Summary for Pond LOW 10:

Inflow Area = 3.870 ac, 2.58% Impervious, Inflow Depth = 0.17" for 10-Year event
Inflow = 0.11 cfs @ 12.43 hrs, Volume= 0.054 af
Outflow = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Atten= 100%, Lag= 0.0 min

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Peak Elev= 918.31' @ 24.60 hrs Surf.Area= 8,452 sf Storage= 2,330 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume	Invert	Avail.Storage	Storage Description
#1	918.00'	188,395 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
918.00	6,465	0	0
920.00	19,184	25,649	25,649
922.00	37,434	56,618	82,267
924.00	68,694	106,128	188,395

Summary for Pond LOW 4:

Inflow Area = 26.530 ac, 5.69% Impervious, Inflow Depth = 0.16" for 10-Year event
Inflow = 2.22 cfs @ 12.05 hrs, Volume= 0.355 af
Outflow = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Atten= 100%, Lag= 0.0 min
Primary = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Peak Elev= 919.89' @ 25.15 hrs Surf.Area= 79,633 sf Storage= 15,427 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume	Invert	Avail.Storage	Storage Description
#1	919.50'	329,343 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
919.50	0	0	0
920.00	102,761	25,690	25,690
922.00	200,892	303,653	329,343

Device	Routing	Invert	Outlet Devices
#1	Primary	920.10'	**10.0' long x 5.0' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 1.20 1.40 1.60 1.80 2.00 2.50 3.00 3.50 4.00 4.50 5.00 5.50 Coef. (English) 2.34 2.50 2.70 2.68 2.68 2.66 2.65 2.65 2.65 2.65 2.67 2.66 2.68 2.70 2.74 2.79 2.88

Primary OutFlow Max=0.00 cfs @ 0.00 hrs HW=919.50' (Free Discharge)
└─1=**Broad-Crested Rectangular Weir** (Controls 0.00 cfs)

Summary for Pond LOW 8:

Inflow Area = 4.780 ac, 1.05% Impervious, Inflow Depth = 0.12" for 10-Year event
Inflow = 0.08 cfs @ 12.60 hrs, Volume= 0.048 af
Outflow = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Atten= 100%, Lag= 0.0 min
Primary = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Peak Elev= 922.23' @ 24.90 hrs Surf.Area= 12,431 sf Storage= 2,091 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume	Invert	Avail.Storage	Storage Description
#1	922.00'	68,919 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
922.00	5,934	0	0
924.00	62,985	68,919	68,919

Device	Routing	Invert	Outlet Devices
#1	Primary	922.50'	**10.0' long x 5.0' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 1.20 1.40 1.60 1.80 2.00 2.50 3.00 3.50 4.00 4.50 5.00 5.50 Coef. (English) 2.34 2.50 2.70 2.68 2.68 2.66 2.65 2.65 2.65 2.65 2.67 2.66 2.68 2.70 2.74 2.79 2.88

Primary OutFlow Max=0.00 cfs @ 0.00 hrs HW=922.00' (Free Discharge)
└─1=**Broad-Crested Rectangular Weir** (Controls 0.00 cfs)

Summary for Pond LOW 9:

Inflow Area = 0.640 ac, 0.00% Impervious, Inflow Depth = 0.26" for 10-Year event
Inflow = 0.07 cfs @ 12.10 hrs, Volume= 0.014 af
Outflow = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af, Atten= 100%, Lag= 0.0 min
Primary = 0.00 cfs @ 0.00 hrs, Volume= 0.000 af

Routing by Stor-Ind method, Time Span= 0.00-48.00 hrs, dt= 0.05 hrs
Peak Elev= 928.14' @ 24.60 hrs Surf.Area= 4,660 sf Storage= 598 cf

Plug-Flow detention time= (not calculated: initial storage exceeds outflow)
Center-of-Mass det. time= (not calculated: no outflow)

Volume	Invert	Avail.Storage	Storage Description
#1	928.00'	19,121 cf	**Custom Stage Data (Prismatic)** Listed below (Recalc)

Elevation (feet)	Surf.Area (sq-ft)	Inc.Store (cubic-feet)	Cum.Store (cubic-feet)
928.00	3,860	0	0
930.00	15,261	19,121	19,121

Device	Routing	Invert	Outlet Devices
#1	Primary	928.50'	**10.0' long x 5.0' breadth Broad-Crested Rectangular Weir** Head (feet) 0.20 0.40 0.60 0.80 1.00 1.20 1.40 1.60 1.80 2.00 2.50 3.00 3.50 4.00 4.50 5.00 5.50 Coef. (English) 2.34 2.50 2.70 2.68 2.68 2.66 2.65 2.65 2.65 2.65 2.67 2.66 2.68 2.70 2.74 2.79 2.88

Primary OutFlow Max=0.00 cfs @ 0.00 hrs HW=928.00' (Free Discharge)
└─1=**Broad-Crested Rectangular Weir** (Controls 0.00 cfs)

LEGEND

(5) SUBCATCHMENT NUMBER

DRAINAGE BOUNDARY

DRAINAGE ARROW

N

SCALE IN FEET

KINGS HIGHWAY AND RIVERBANK LANE IMPROVEMENT PROJECT	FIGURE 1 PROPOSED DRAINAGE AREAS
	CITY OF ST. FRANCIS, MINNESOTA

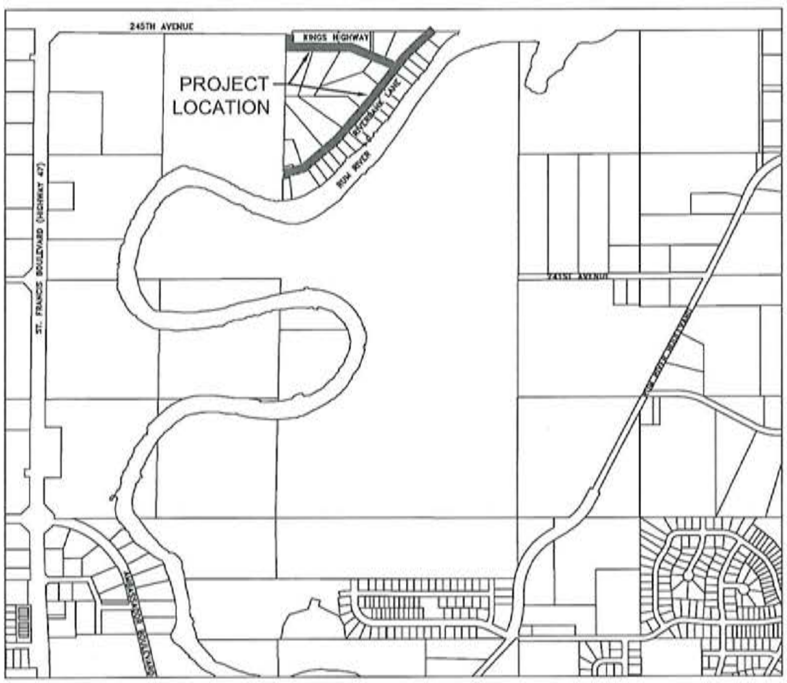
SF315

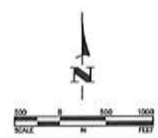
APPENDIX B
Preliminary Construction Plans

KINGS HIGHWAY AND RIVERBANK LANE IMPROVEMENT PROJECT

CONSTRUCTION PLANS FOR SUBGRADE PREPARATION, BITUMINOUS SURFACING, AGGREGATE SHOULDERING, STORM SEWER AND MISCELLANEOUS CONSTRUCTION

CITY OF ST. FRANCIS





GOVERNING SPECIFICATIONS

THE 2016 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" SHALL GOVERN.

ALL FEDERAL, STATE AND LOCAL LAWS, REGULATIONS, AND ORDINANCES SHALL BE COMPLIED WITH IN THE CONSTRUCTION OF THIS PROJECT.

ALL TRAFFIC CONTROL DEVICES AND SIGNING SHALL CONFORM TO THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES, INCLUDING THE LATEST FIELD MANUAL FOR TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS.

SHEET INDEX

THIS PLAN CONTAINS 10 SHEETS

SHEET NO.	DESCRIPTION
1	TITLE SHEET
2	TYPICAL SECTIONS
3-7	CONSTRUCTION PLANS-RIVERBANK LANE
8-10	CONSTRUCTION PLANS-KINGS HIGHWAY

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PRELIMINARY 23461 DATE 9/18/17

LIC. NO.

CRAIG J. JOCHUM, P.E.
HAKANSON ANDERSON
DESIGN ENGINEER

DATE	REVISION

THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA."

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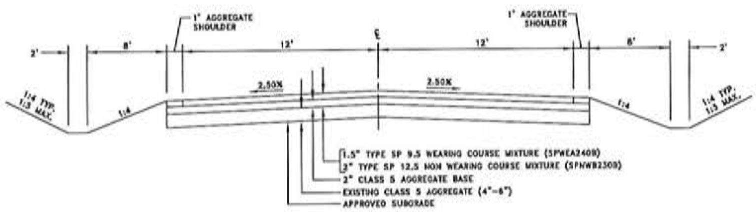
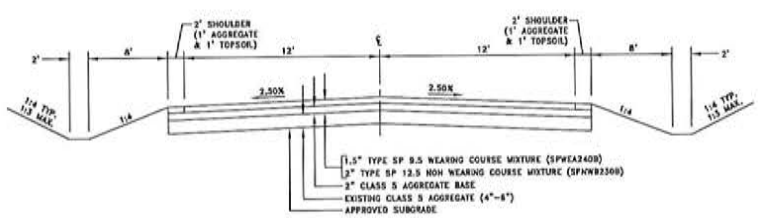
Civil Engineers and Land Surveyors
3601 Thurston Ave., Anoka, Minnesota 55303
763-427-5860 FAX 763-427-0520



TYPICAL RIVERBANK LANE SECTION
STATION 0+00 TO 22+20

1
9



TYPICAL KINGS HIGHWAY SECTION
STATION 50+00 TO 63+50

2
9

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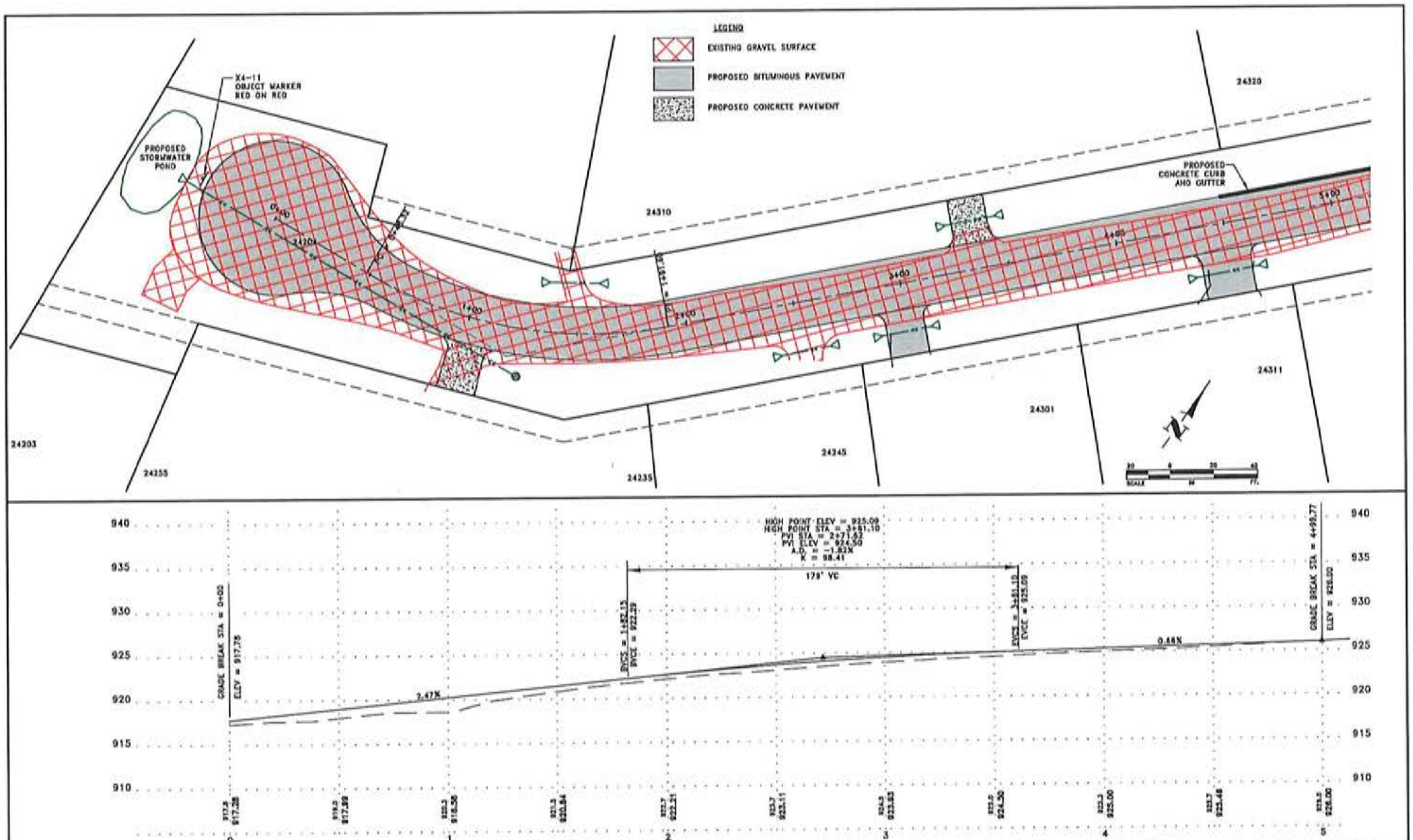
SF315



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KINGS HIGHWAY AND
RIVERBANK LANE
IMPROVEMENT PROJECT

CONSTRUCTION PLAN

RIVERBANK LANE
CITY OF ST. FRANCIS, MINNESOTA

SHEET 3 OF 10 SHEETS

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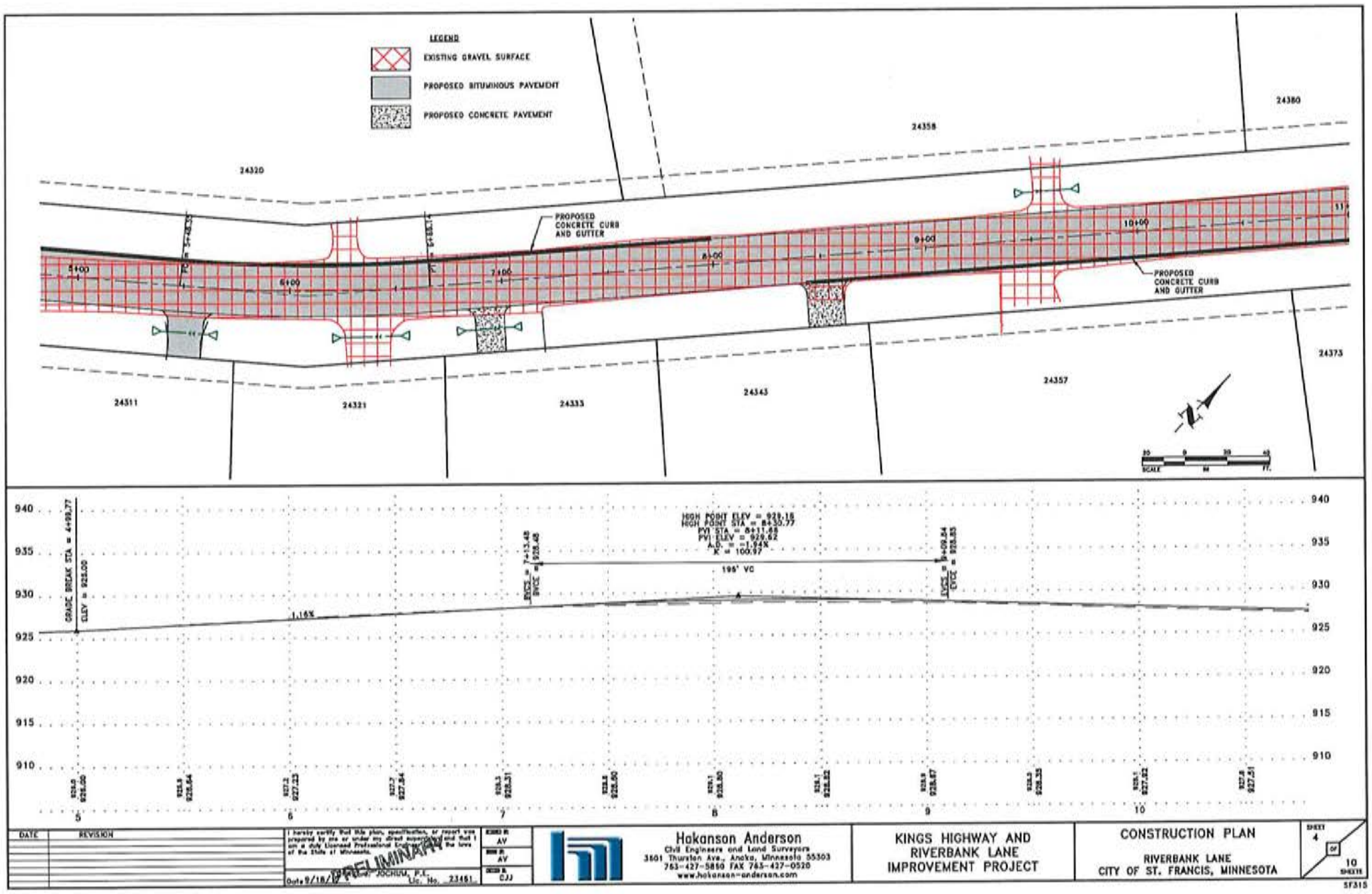

LEGEND
EXISTING GRAVEL SURFACE
PROPOSED BITUMINOUS PAVEMENT
PROPOSED CONCRETE PAVEMENT
24320
24358
24380
24311
24321
24333
24343
24357
24373
PROPOSED CONCRETE CURB AND GUTTER
PROPOSED CONCRETE CURB AND GUTTER
5+00
6+00
7+00
8+00
9+00
10+00
HIGH POINT ELEV = 929.16
HIGH POINT STA = 8+30.77
PVI STA = 8+11.65
PVI ELEV = 929.62
A.D. = -1.94%
K = 100.97
195' VC
1.16%
940
935
930
925
920
915
910
5
6
7
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10
DATE
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KINGS HIGHWAY AND
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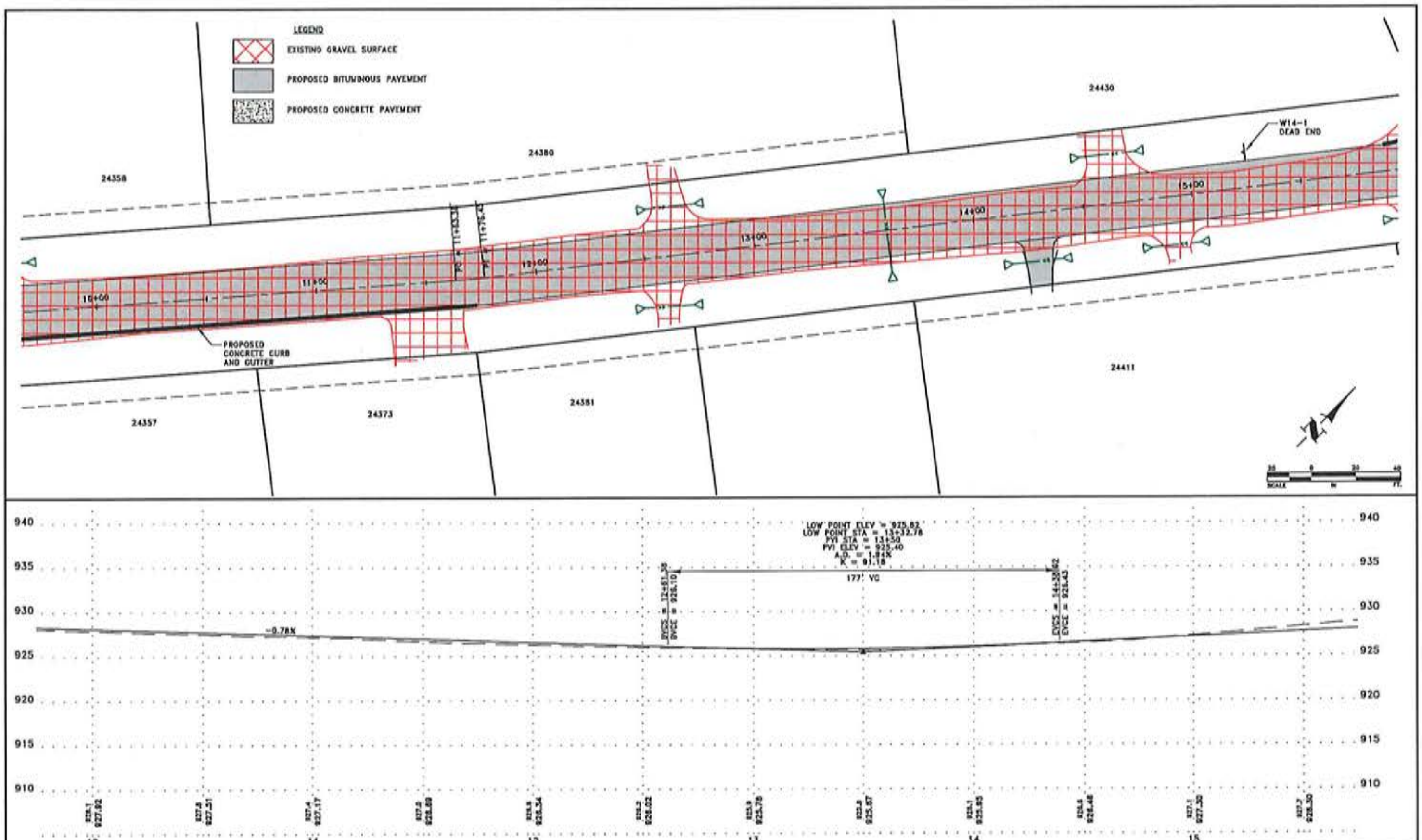
CONSTRUCTION PLAN
RIVERBANK LANE
CITY OF ST. FRANCIS, MINNESOTA
SHEET
4
OF
10
SHEETS
SF315



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DESIGNED BY AV | DRAWN BY AV | CHECKED BY CJJ

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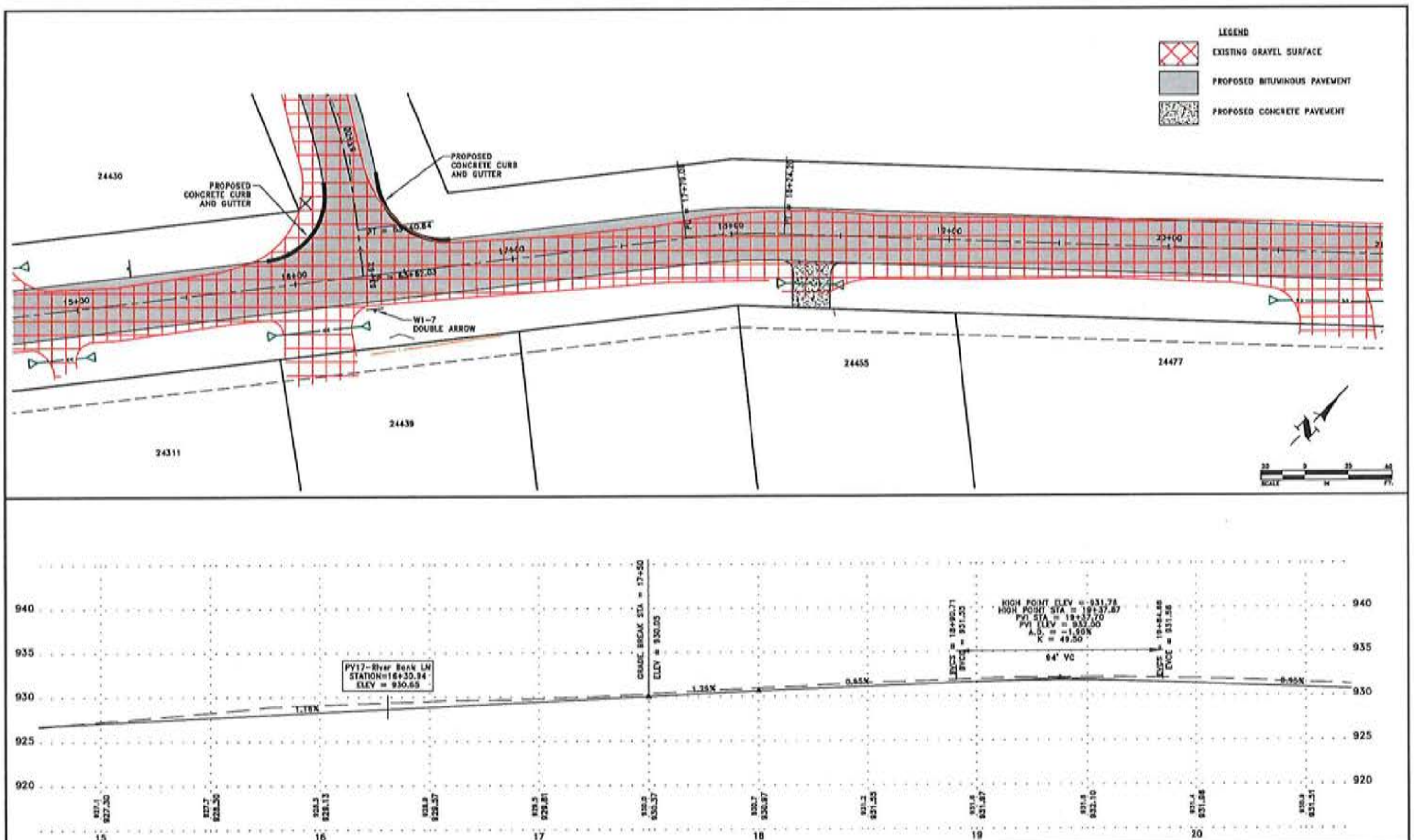
CONSTRUCTION PLAN

RIVERBANK LANE
CITY OF ST. FRANCIS, MINNESOTA

SHEET 5 OF 10 SHEETS

SF315



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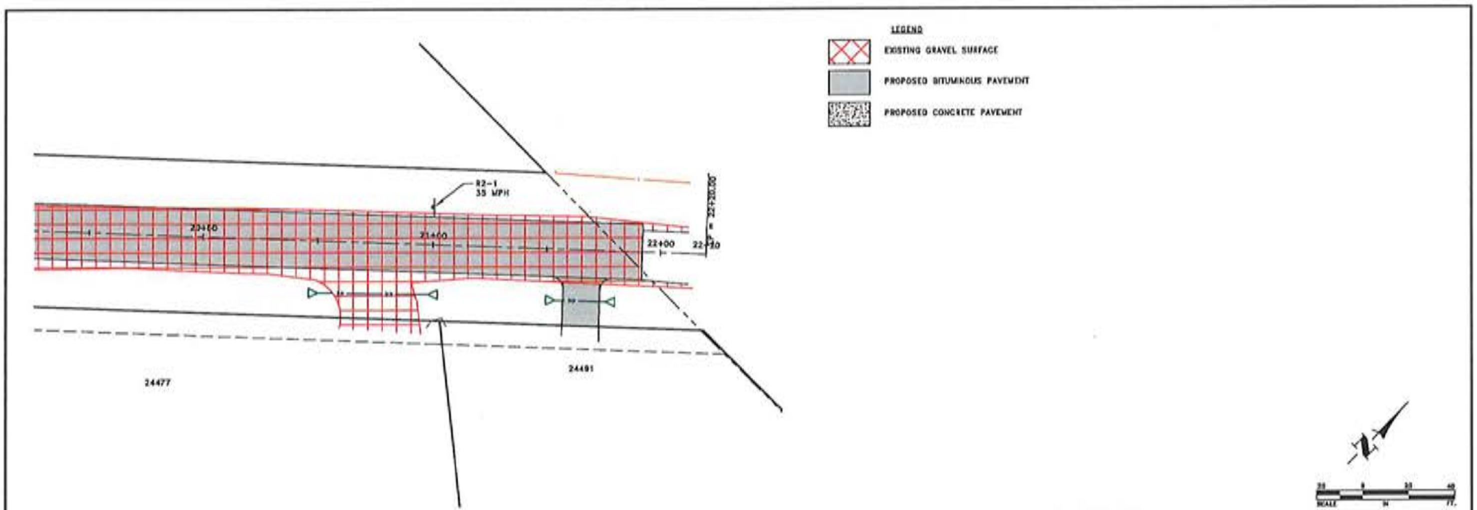
KINGS HIGHWAY AND RIVERBANK LANE IMPROVEMENT PROJECT

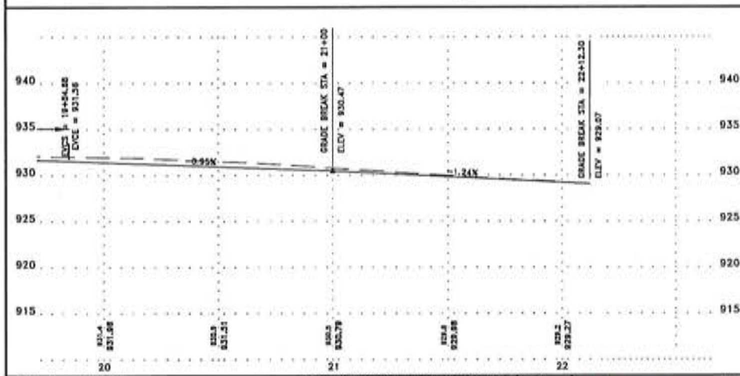
CONSTRUCTION PLAN

RIVERBANK LANE
CITY OF ST. FRANCIS, MINNESOTA

SHEET 8 OF 10 SHEETS

SF315





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RIVERBANK LANE
CITY OF ST. FRANCIS, MINNESOTA

SHEET 7 OF 10 SHEETS

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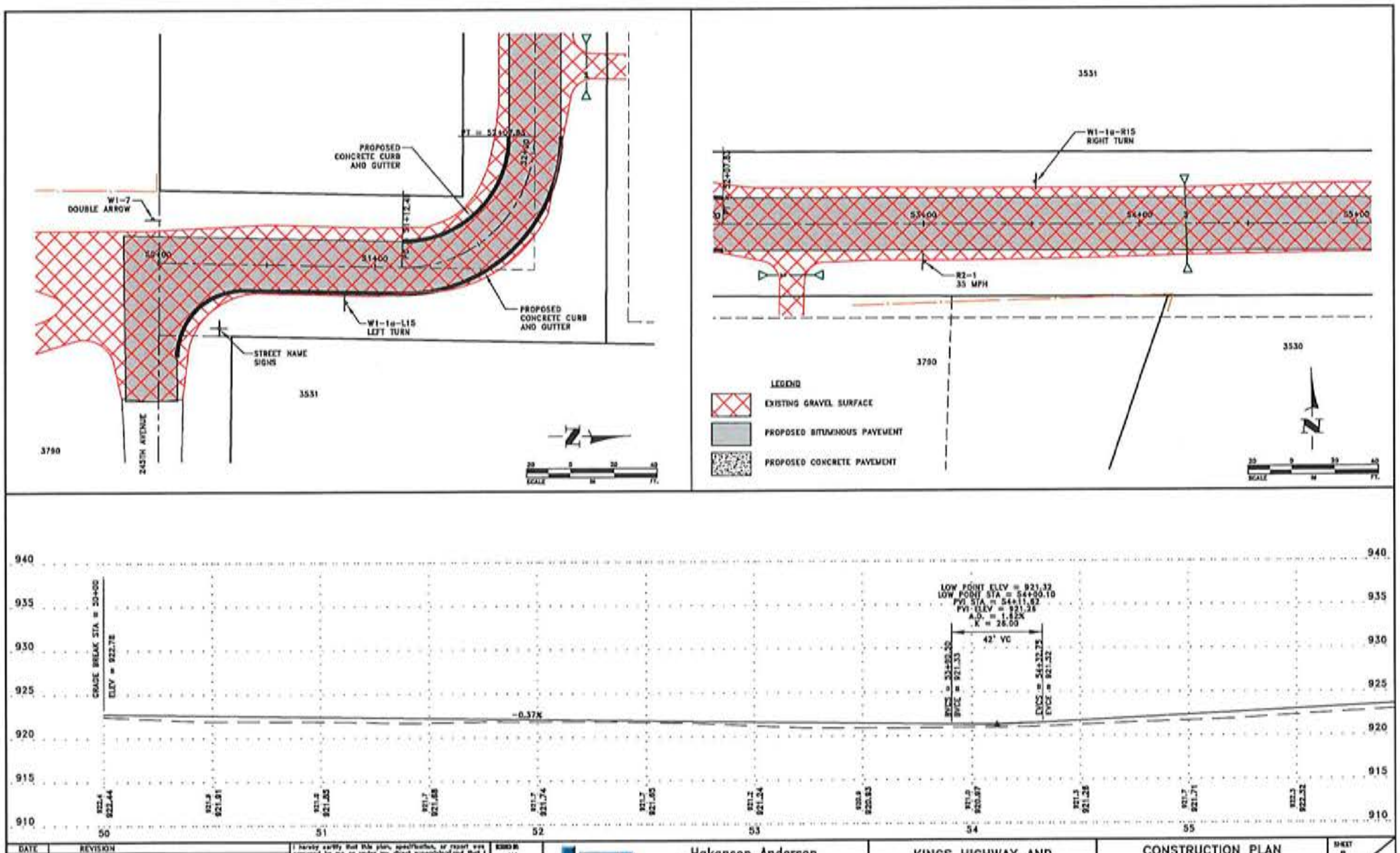

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KINGS HIGHWAY AND RIVERBANK LANE IMPROVEMENT PROJECT

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KINGS HIGHWAY NW
CITY OF ST. FRANCIS, MINNESOTA

SHEET 8 OF 10 SHEETS

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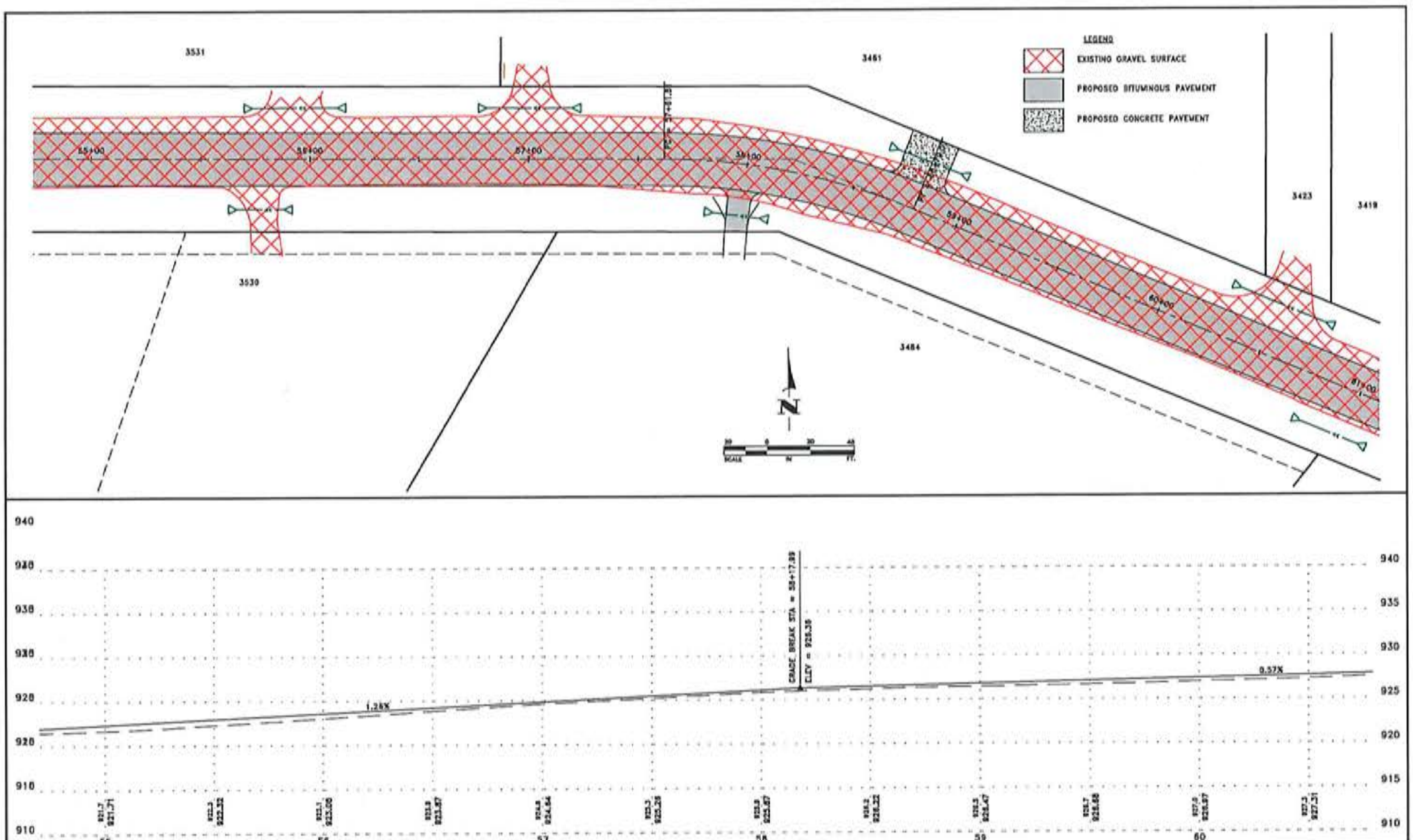

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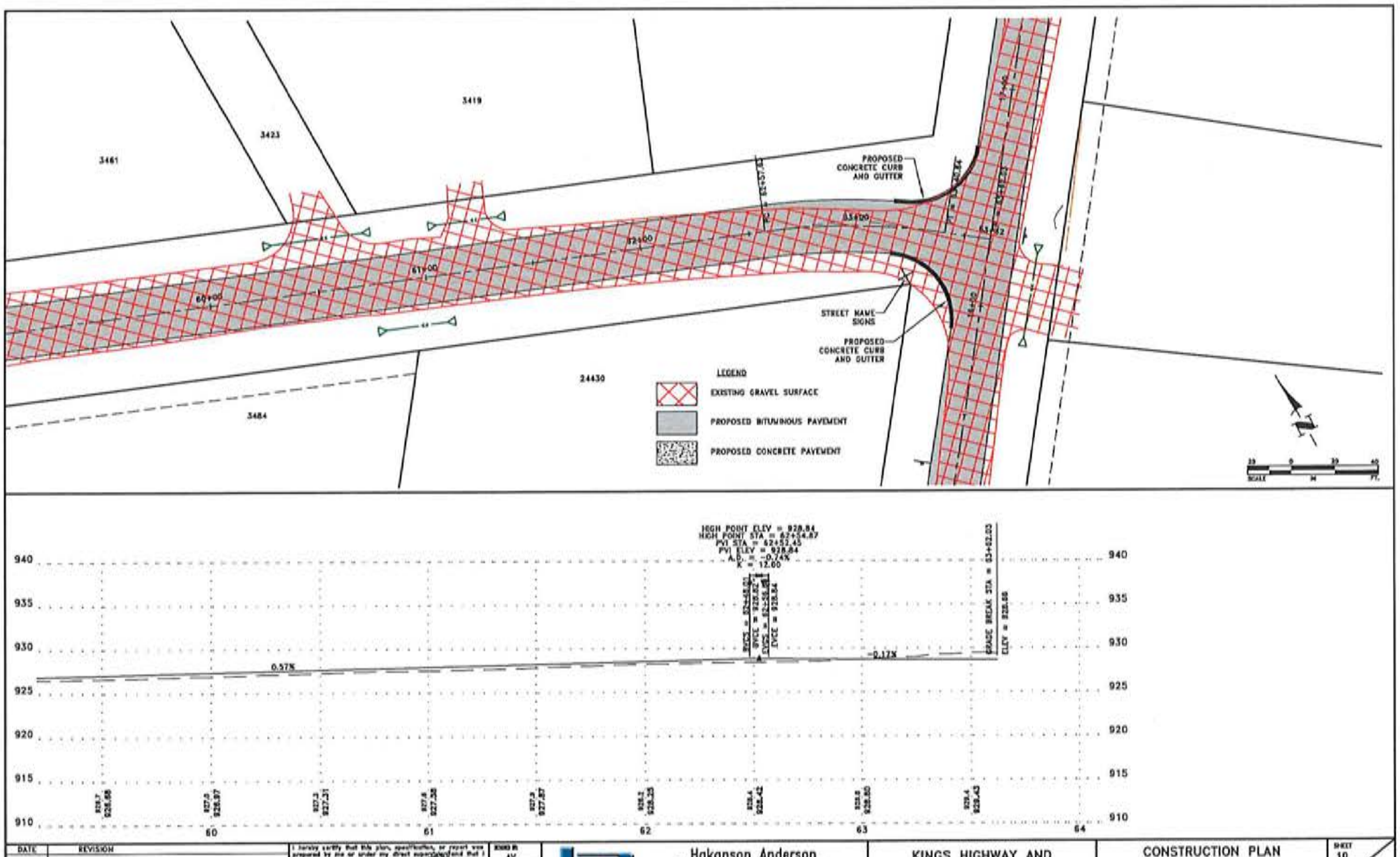
CITY OF ST. FRANCIS, MINNESOTA

SHEET 9 OF 10 SHEETS

SF315



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KINGS HIGHWAY NW
CITY OF ST. FRANCIS, MINNESOTA

SHEET 10 OF 10 SHEETS

SF315