

CITY OF ST. FRANCIS
CITY COUNCIL AGENDA
TUESDAY, JANUARY 17, 2017
ISD #15 CENTRAL SERVICE CENTER
4115 Ambassador Blvd NW
6:00 pm

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF AGENDA
4. CONSENT AGENDA

All matters listed within the Consent Agenda are considered to be 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 – January 3, 2017
- B. Accept the Resignation of EDA member Troy Shook
- C. Pay Request No.18 to Gridor Construction, Inc. for the Wastewater Treatment Facility Improvements
- D. Final Pay Estimate & Change Order No. 1 to Concrete Idea, Inc. for the Hwy 47 Pedestrian Improvements
- E. Payment of Claims

5. MEETING OPEN TO THE PUBLIC ***Maximum time of five minutes per person****

6. SPECIAL BUSINESS

- A. HKGi: Master Redevelopment Plan – Progress Update/Presentation
- B. Lan Tornes: Upper Rum River Watershed Management Association Presentation

7. PUBLIC HEARINGS

8. OLD BUSINESS

9. NEW BUSINESS

- A. Resolution 2017-05: Declaring Surplus Property
- B. Council Procedure at Regular Meetings: Appointments to EDA

10. MEETING OPEN TO THE PUBLIC **Maximum time of five minutes per person***

11. REPORTS

- A. Administrator's Report
- B. Public Works Monthly Report
- C. Councilmember Reports

12. ADJOURNMENT

***For individuals who wish to address the City Council on subjects which are not a part of the meeting agenda. Typically, the Council will not take action on items presented at this time but will refer them to staff for review, action and/or recommendation for future Council action.**

MEMO

TO: Mayor & City Council

FROM: Joe Kohlmann, City Administrator

RE: Agenda Memorandum – January 17, 2017 Council Meeting

Agenda Items:

4. **CONSENT AGENDA:**

- a. City Council Minutes – January 3,, 2016
- b. Troy Shook resigned from the Economic Development Authority (EDA)
- c. Pay Request #18 (\$155,571) for WWTF
- d. Final Pay Request (\$3,521.24) and Change Order No. 1 (\$753.50) for the Hwy 47 Pedestrian Improvements
- e. Payment of Claims -

6. **SPECIAL BUSINESS:**

- a. HKGi: Master Redevelopment Plan-HKGI will be presenting information and answering questions the council may have regarding the draft version of the Vision and Guiding Principles for the St. Francis Forward Redevelopment Plan. A copy of their power point is included in the packet.
- b. Lan Tornes: Upper Rum River Watershed Management Association Presentation- Lan Tornes is the city representative on the URRWMO Board. Lan will be present to give some history of the URRWMO and answer any questions the council may have regarding the organization.

7. **PUBLIC HEARINGS**

8. **OLD BUSINESS**

9. **NEW BUSINESS**

- a. Resolution 2017-05- There has been interest by some people to purchase the City issued handgun of former Police Chief Jake Rehling. Staff has been in contact with a local firearms dealer who is willing to facilitate the selling to the interested party(s). The first of the process is the City must declare the City issued handgun surplus property with Resolution 2017-05.
- b. Council Procedure at Regular Meetings-Appointment to EDA – With tonight's resignation of EDA member Troy Shook, there are now two vacant positions on the EDA. The City has advertised through the Courier and the City's website. There were initially three applications but one recently withdrew their name. Council will need to decide how they want to facilitate filling the vacancies.

11. **Reports:**

- b. Public Works Monthly Report

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

CITY COUNCIL MINUTES

January 3, 2017

Pursuant to due call and notice duly given, a special meeting of the "outgoing" City Council was held at ISD #15 District Offices at 6:00 pm. The meeting was called to order by Mayor Steve Kane at 6:00 pm with the following council members present: Tim Brown, and Rich Skordahl. Richard Orpen excused. Also present was City Attorney Scott Lepak (Barna, Guzy & Steffen), City Engineer Jared Voge (Bolton & Menk) Kate Thunstrom, Community Development Director, Police Chief Todd Schwieger, Fire Chief Matt Kohout, Public Works Director Paul Teicher, Finance Director Darcy Mulvihill, City Administrator Joe Kohlmann and City Clerk Barb Held.

MOTION BY BROWN SECOND SKORDAHL TO APPROVE THE DECEMBER 5, 2016 CITY COUNCIL MINUTES. Motion carried 3-0.

MOTION BY SKORDAHL SECOND BROWN TO APPROVE THE DECEMBER 12, 2016 CITY COUNCIL MINUTES. Motion carried 3-0.

Mayor Kane said he just wanted to say "thank you". First to the St. Francis Ambassador Program and for all they do, the city council for all they have been through and standing tall and the public. It has been an honor to serve the community the past 14 years. This special meeting adjourned at 6:02 pm.

Oaths of Office: The following individuals having been duly elected with valid Certificates of Election and qualified themselves to take the Oath of Office. City Attorney Scott Lepak administered the Oaths of Office to newly elected Councilmembers Joseph Muehlbauer, Robert Bauer and council appointed Jerry Tveit along with Mayor Steve Feldman.

1. **Call to Order:** The regular City Council Meeting was called to order by Mayor Steve Feldman at 6:07 pm.

2. **Roll Call:** Present were Mayor Steve Feldman, Council members Jerry Tveit, Joe Muehlbauer, Robert Bauer and Rich Skordahl.

3. **Adopt Agenda:** MOTION BY MUEHLBAUER SECOND SKORDAHL TO ADOPT THE JANUARY 3, 2017 CITY COUNCIL AGENDA. Motion carried 5-0.

4. **Consent Agenda:** Mayor Feldman asked that City Administrator Joe Kohlmann explain how the consent agenda works. MOTION BY BAUER SECOND TVEIT TO APPROVE THE JANUARY 3, 2017, CITY COUNCIL CONSENT AGENDA AS A-B AS FOLLOWS:

- a. Acknowledge the URRWMO Minutes – November 29, 2016
 - b. Approve the Payment of Claims for \$187,399.80 (Checks 71864-71944)
- Motion carried 5 -0.

5. **Meeting Open to the Public:** Leroy T. Schaffer, 4526 235th Avenue, Woodhaven Manufactured home Park, stated I am hoping the new administration will give the average citizen/common man a voice. He would like to participate in projects that cost a lot. Schaffer stated he is a very compassionate and emotional man that has compassion for the average person.

Sarah Udvig, 3709-229th Lane, welcomed the new council. Udvig stated she started to get involved with the wastewater treatment facility upgrade discussion. She stated she had been down that road before with the city of East Bethel. I believe you will work for all of us, Udvig stated. We expect you to listen and vote how the people want you to vote.

Angie Bray, 22901 Rum River Blvd., first, congratulations to the new members. I look forward to you listening to us. I agree with what Sarah said to.

Liz Fairbanks, 24360 Yukon Street, want to thank everyone even if I don't agree with you. Regarding Robert Bauer, I think he should be able to be left on the fire department. The police chief's brother works in the same department you changed the charter for that. Even if he (Robert) has to not vote on certain issues, he should be able to stay on the fire department. Please start fixing what is broken and not add. People come to me; I see it, live it and hear it. Like that old ugly gas station and water/sewer rates. Some peoples water bills went up over 100%. I know you three, I worked with you the last year, you will help us. If you want to be liked, work for the people.

Feldman stated just a clarification regarding the police department issue; it was a policy change and not a Charter amendment.

6. **Petitions, Requests, Applications:** None

7. **Ordinances & Resolution:**

a. **Request for Proposals (RFP's) for Engineering and Planning Services:**

Request for Proposals were prepared for City Engineer and City Planning Services. The tentative timeline for the proposals was presented for council consideration.

MOTION BY MUEHLBAUER SECOND TVEIT AUTHORIZE CITY STAFF TO SEND OUT REQUESTED FOR PROPOSALS FOR CITY ENGINEER AND CITY PLANNING SERVICES. These will also be put on the City's website and sent out. Motion carried 4-1. Skordahl voting nay.

b. **Resolution 2013-01: Approving Appointments for 2017:** MOTION BY SKORDAHL SECOND MUEHLBAUER TO ADOPT RESOLUTION 2015-01 A RESOLUTION APPROVING THE APPOINTMENTS FOR 2017. Motion carried 5-0.

c. **Resolution 2017-02: Authorizing the Public Safety Director to enter into and execute the Master Service Agreement of MN Court Data Services for**

Governmental Agencies: MOTION BY BAUER SECOND MUEHLBAUER TO ADOPT RESOLUTION 2017-02 A RESOLUTION AUTHORIZING THE PUBLIC SAFETY DIRECTOR TO ENTER INTO AND EXECUTE THE MASTER SERVICE AGREEMENT OF MN COURT DATA SERVICES FOR GOVERNMENTAL AGENCIES. Motion carried 5-0.

d **Resolution 2017-03: Approving State of Minnesota Joint Powers Agreements with the City of St. Francis on behalf of its City Attorney and Police Department:** MOTION BAUER BY SKORDAHL SECOND TO ADOPT RESOLUTION 2017-03 A RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF ST. FRANCIS ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT. Motion carried 5-0.

e. **Resolution 2017-04:** Changing the Order of the City Council Agenda: Staff has been working with the mayor to simplify and streamline the agenda. The one main change to the agenda is to have residents be able to address the council twice. Once towards the beginning of the meeting and one towards the end. MOTION BY MUEHLBAUER SECOND BAUER TO ADOPT RESOLUTION 2017-04 A RESOLUTION CHANGING THE ORDER OF THE CITY COUNCIL AGENDA. Skordahl said I am okay with two open to the publics during a meeting but I do not want to lose the reports from the departments. Tveit asked are the speakers still going to have to sign in? Discussion was held on how to handle the signing in and the reports from staff. Motion carried 5-0.

8. **Reports of Consultants & Staff Members:**

a. **Engineer:**

b. **Attorney:**

c. **Staff:**

Community Development Director: Comprehensive Plan RFP

Selection: Thunstrom reported cities within the Metropolitan area are required to complete a local Comprehensive Plan every ten years. A local Comprehensive Plan addresses land use, transportation, wastewater, surface water, water supply, parks and trails, housing resilience, economic competitiveness and the implementation. A checklist of minimum requirements for the City of St. Francis and the details of each section to meet the requirements for the 2040 Comprehensive Plans were sent out to four firms. To assist in the work necessary for the Comp Plan, the City was able to obtain a \$32,000 planning grant from the Met Council. To date the City has completed an Economic Development Plan (NAC) to identify the local workforce and labor needs. Currently we are in the process for a Master Plan (HKGi) that will identify the vision and the future of the city over the next 25 years. The Comprehensive Plan reflects not only the regional policies but works towards identifying the important local goals and objectives to meet the gaps identified in other planning initiatives. Of the four requests for proposals sent out, two were received back. The two received were from Bolton & Menk and Northwest Area Consultants (NAC) – Joint Proposal and Hoisington Koeigler Group Inc. (HKGi). The two proposals came in with the same base price but Bolton & Menk/NAC had an additional \$4,000 to complete a full resilience plan. Discussion was held by the city council on the two proposals. MOTION BY MUEHLBAUER SECOND

SKORDAHL TO ACCEPT THE TWO REQUEST FOR PROPOSALS. Motion carried 5-0.

MOTION BY MUEHLBAUER SECOND FELDMAN TO APPOINT HOISINGTON KOEGLER Group Inc. (HKGi) TO COMPLETE THE NECESSARY COMPONENTS OF THE 2040 COMPREHENSIVE PLAN, ENTER INTO AN AGREEMENT AND MEET DEADLINES AS SET FORTH BY MET COUNCIL. Motion carried 4-1. Skordahl voting nay.

City Administrator: Kohlmann asked the city council to check their schedules, so a day and time for a work session in February can be set.

9. **Reports from Council Members:** Skordahl reported he will be missing the next city council meeting due to a work conflict. Skordahl also wanted to acknowledge Eagle Scout Matthew Zastoupil who was in attendance at the meeting this evening.

Tveit stated he is looking forward in working with the city council. My pledge during my campaign was to hold a town hall meeting and I still plan on doing that sometime in February.

Bauer said "thank you" and I would like to have an open dialogue with the residents and businesses.

Muehlbauer said same as what Bauer said. He also stated if you have a question, contact us.

10. **Report from Mayor:** Feldman said first, Happy New Year. As a resident, I was not happy with the previous council. We will not leave a stone unturned. We will work with staff. I want the public to feel comfortable coming to the meetings and I will not forget whom I work for.

11. **Old Business:** None.

12. **New Business:** None.

13. **Adjournment:** The Regular City Council meeting adjourned at 6:58 pm.

Barbara I. Held, City Clerk



**BOLTON
& MENK**

Real People. Real Solutions.

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Suite 206
Ramsey, MN 55303-5119

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Fax: (763) 427-0833
Bolton-Menk.com

January 5, 2017

City of St. Francis
Attn: Joe Kohlmann
City Administrator
23340 Cree St. NW
St. Francis, MN 55070-9390

RE: Pay Request No. 18
Wastewater Treatment Improvements
St. Francis, Minnesota
BMI Project No.: R21.109015

Dear Mr. Kohlmann:

Please find enclosed three copies of Pay Request No. 18 for the above referenced project. This pay request is primarily for the painting, plumbing, HVAC and electrical work. The requested and certified amount is \$155,571.00.

If you have any questions do not hesitate to call me at 612-840-6068.

Sincerely,

Bolton & Menk, Inc.

Paul Saffert, P. E.
Project Manager

PS/jo

cc: Paul Teicher, City of St. Francis

Enclosures (3 copies, signed Pay Request No. 18)

APPLICATION AND CERTIFICATE FOR PAYMENT

On:GreggCurrent Jobs\St. Francis, MN\Pay Estimates\Pay Estimate #18.xls\Summary Page

TO OWNER:	City of St. Francis 4058 St. Francis Blvd. NW St. Francis, MN 55070	PROJECT:	Wastewater Treatment Facility Improvements	APPLICATION NO.:	18
CONTRACTOR:	Gridor Constr., Inc. 3990 27th Street SE Buffalo, MN 55313	ENGINEER:	Bolton & Menk, Inc. 7533 Sunwood Drive N.W. Ramsey, MN 55303	PERIOD TO:	11/29/16 TO 12/27/16
				PROJECT NO.:	R21.109015
				SUBSTANTIAL CONTRACT DATE:	03/20/17
				FINAL CONTRACT DATE:	05/19/17
CONTACT:	Gregg Schreiner	CONTACT:	Paul Saffert		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.

1.	ORIGINAL CONTRACT SUM.....	\$21,832,300.00
2.	Net change by Change Orders.....	\$0.00
3.	CONTRACT SUM TO DATE (Line 1 + Line 2).....	\$21,832,300.00
4.	TOTAL COMPLETED & STORED TO DATE.....	\$19,803,172.00
5.	RETAINAGE: Securities in Lieu of Retainage	
	A. 0% of Completed to Date	\$0.00
	B. 0% of Stored Materials	\$0.00
	Total Retainage	\$0.00
6.	TOTAL EARNED LESS RETAINAGE.....	\$19,803,172.00
	(Line 4 less Line 5 Total)	
7.	LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	\$19,647,601.00
	(Line 6 from prior payment)	
8.	CURRENT PAYMENT DUE.....	\$155,571.00
9.	BALANCE TO FINISH, INCLUDING RETAINAGE.....	\$2,029,128.00
	(Line 3 less Line 6)	

CHANGE ORDER SUMMARY

ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner: COs	
Total approved this month:	
TOTALS:	\$0.00
NET CHANGES by Change Order:	\$0.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: 
State of Minnesota



Subscribed and sworn to before me this 3rd day of Jan 2017
Notary Public

1/31/2020
Commission Expiration

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of Work is in accordance with the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$155,571.00
ENGINEER: Bolton & Menk, Inc.

By: 
Date: 1/5/17

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Item No.	B Description of Work	C Scheduled Value	D	Work Completed		E	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)		
				From Previous Application	Percent						This Period	Amount
Division 1												
1000.000	Mobilization Insurance & Bonds	\$360,000	\$360,000				\$0	\$360,000	100.0%	\$0		
1020.001	General Construction - Allowance	\$250,000	\$250,000				\$0	\$250,000	100.0%	\$0		
1020.002	Utility Service - Allowance	\$25,000	\$19,197				\$0	\$19,197	76.8%	\$5,803		
1020.003	Building Permit - Allowance	\$150,000	\$24,901				\$0	\$24,901	16.6%	\$125,099		
Subtotal for Division 1		\$785,000	\$654,098				\$0	\$654,098	83.3%	\$130,902		

check \$654,098

Division 2									
2020.000	Biosolids Site Reclamation	\$550,000	\$181,500			\$0	\$181,500	33.0%	\$368,500
2060.000	Demolition of Existing Wastewater Treatment Facilities	\$40,000	\$13,000	2.50%	\$1,000	\$0	\$14,000	35.0%	\$26,000
2100.000	Site Preparation	\$50,000	\$50,000			\$0	\$50,000	100.0%	\$0
2110.000	Column Foundation Systems - Allowance	\$2,450,000	\$1,975,000			\$0	\$1,975,000	80.6%	\$475,000
2120.000	Rammed Aggregate Pier Solis Reinforcement - Allowance					\$0	\$0	0.0%	\$0
2210.000	Finish Grading	\$30,000				\$0	\$0	0.0%	\$30,000
2220.000	Excavating & Backfill	\$1,100,000	\$1,100,000			\$0	\$1,100,000	100.0%	\$0
2221.000	Removing Pavement & Miscellaneous Structures	\$20,000	\$20,000			\$0	\$20,000	100.0%	\$0
2330.000	Excavation & Embankment - Roadway & Pavement	\$30,000	\$28,000			\$0	\$28,000	93.3%	\$2,000
2370.000	Storm Water Pollution Prevention Plan (SWPPP)	\$30,000	\$29,000			\$0	\$29,000	96.7%	\$1,000
2550.000	Site Utilities	\$1,000,000	\$970,000	3.00%	\$30,000	\$0	\$1,000,000	100.0%	\$0
2600.000	Roads, Walks & Curbs	\$150,000	\$50,000			\$0	\$50,000	33.3%	\$100,000
2813.000	Design Build Irrigation System - Allowance	\$150,000	\$70,000			\$0	\$70,000	46.7%	\$80,000
2830.000	Chain Link Fence & Gates	\$15,000				\$0	\$0	0.0%	\$15,000
2835.000	Modular Block Retaining Wall	\$10,000	\$6,000			\$0	\$6,000	60.0%	\$4,000
2920.000	Soil Preparation, Seeding & Sodding	\$40,000				\$0	\$0	0.0%	\$40,000
2921.000	Prairie Restoration	\$10,000				\$0	\$0	0.0%	\$10,000
Subtotal for Division 2		\$5,675,000	\$4,492,500.00		\$31,000	\$0	\$4,523,500	79.71%	\$1,151,500

check

Check \$4,523,500

Division 3									
3200.000	Concrete Reinforcement - 760 ton	\$1,520,000	\$1,520,000			\$0	\$1,520,000	100.0%	\$0
3300.000	Cast In Place Concrete - 8600 cy	\$3,440,000	\$3,440,000			\$0	\$3,440,000	100.0%	\$0
3400.000	Precast/ Prestressed Concrete - Tees/ Plank/ Wall Panels	\$1,630,000	\$1,630,000			\$0	\$1,630,000	100.0%	\$0
Subtotal for Division 3		\$6,590,000	\$6,590,000.00		\$0	\$0	\$6,590,000	100.00%	\$0

check

Check \$6,590,000

Item No.	B Description of Work	C Scheduled Value	D		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	Work Completed	This Period	Amount				
Division 4										
4810.000	Unit Masonry Assemblies	\$0					\$0	\$0	0.0%	\$0
Subtotal for	Division 4	\$0	\$0.00			\$0	\$0	\$0	0.00%	\$0
check \$0										
Division 5										
5100.000	Structural Metal	\$30,000		\$30,000			\$0	\$30,000	100.0%	\$0
5500.000	Miscellaneous Metal Work	\$140,000		\$140,000			\$0	\$140,000	100.0%	\$0
5520.000	Handrails & Railings	\$50,000		\$50,000			\$0	\$50,000	100.0%	\$0
5521.000	Roof Hatches	\$6,000		\$6,000			\$0	\$6,000	100.0%	\$0
Subtotal for	Division 5	\$226,000	\$226,000.00			\$0	\$0	\$226,000	100.00%	\$0
check \$226,000										
Division 6										
6100.000	Rough Carpentry	\$10,000		\$10,000			\$0	\$10,000	100.0%	\$0
6200.000	Finish Carpentry	\$1,000		\$1,000			\$0	\$1,000	100.0%	\$0
6400.000	Interior Architectural Woodwork	\$1,000		\$1,000			\$0	\$1,000	100.0%	\$0
6410.000	Solids Surface Sills & Thresholds	\$3,000		\$3,000			\$0	\$3,000	100.0%	\$0
Subtotal for	Division 6	\$15,000	\$15,000.00			\$0	\$0	\$15,000	100.00%	\$0
check \$15,000										
Division 7										
7150.000	Dampproofing	\$5,000		\$5,000			\$0	\$5,000	100.0%	\$0
7190.000	Vapor Barrier	\$5,000		\$5,000			\$0	\$5,000	100.0%	\$0
7210.000	Building Insulation	\$20,000		\$20,000			\$0	\$20,000	100.0%	\$0
7535.000	Fully Adhered Membrane Roof System	\$170,000		\$170,000			\$0	\$170,000	100.0%	\$0
7600.000	Flashing & Sheet Metal Work	\$30,000		\$30,000			\$0	\$30,000	100.0%	\$0
7900.000	Caulking & Sealants	\$20,000		\$18,000	10.00%	\$2,000	\$0	\$20,000	100.0%	\$0
Subtotal for	Division 7	\$250,000	\$248,000.00			\$2,000	\$0	\$250,000	100.00%	\$0
check \$250,000										
Division 8										
8110.000	Doors & Frames	\$50,000		\$48,000			\$0	\$48,000	96.0%	\$2,000
8360.000	Upward Acting Sectional Doors	\$15,000		\$15,000			\$0	\$15,000	100.0%	\$0
8700.000	Hardware	\$30,000		\$28,000			\$0	\$28,000	93.3%	\$2,000
8800.000	Glass & Glazing	\$6,000		\$5,000			\$0	\$5,000	83.3%	\$1,000
Subtotal for	Division 8	\$101,000	\$96,000.00			\$0	\$0	\$96,000	95.05%	\$5,000
check \$96,000										

Item No.	B Description of Work	C Scheduled Value	D		E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	Work Completed	This Period					
					Percent	Amount				
Division 9										
9111.000	Non-Load Bearing Steel Framing	\$15,000	\$15,000				\$0	\$15,000	100.0%	\$0
9250.000	Gypsum Drywall	\$25,000	\$25,000				\$0	\$25,000	100.0%	\$0
9310.000	Ceramic Tile	\$8,000	\$8,000				\$0	\$8,000	100.0%	\$0
9500.000	Acoustical Ceiling System	\$6,000	\$5,500				\$0	\$5,500	91.7%	\$500
9900.000	Wastewater Treatment Facility Painting	\$350,000	\$235,000	2.86%		\$10,000	\$0	\$245,000	70.0%	\$105,000
9930.000	Concrete Staining	\$15,000	\$15,000				\$0	\$15,000	100.0%	\$0
Subtotal for	Division 9	\$419,000	\$303,500.00			\$10,000	\$0	\$313,500	74.82%	\$105,500
		check					Check	\$313,500		
Division 10										
10110.000	Marker Board	\$1,000		100.00%		\$1,000	\$0	\$1,000	100.0%	\$0
10155.000	Toilet Compartment	\$2,300		100.00%		\$2,300	\$0	\$2,300	100.0%	\$0
10250.000	Safety Devices	\$4,000					\$0	\$0	0.0%	\$4,000
10260.000	Wall Surface Protection	\$1,000					\$0	\$0	0.0%	\$1,000
10400.000	Identifying Devices	\$6,000					\$1,037	\$1,037	17.3%	\$4,963
10800.000	Toilet Accessories	\$2,000	\$2,000				\$0	\$2,000	100.0%	\$0
Subtotal for	Division 10	\$16,300	\$2,000.00			\$3,300	\$1,037	\$6,337	38.88%	\$9,963
		check					Check	\$6,337		

Item No.	B Description of Work	C Scheduled Value	D		E	F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)
			From Previous Application	Work Completed This Period					
				Percent	Amount				
Division 11 & 12									
11214.000	Vertical Turbine Pumps	\$160,000	\$157,000			\$0	\$157,000	98.1%	\$3,000
11245.000	Polymer Mix/ Feed System - Allowance	\$235,000	\$235,000			\$0	\$235,000	100.0%	\$0
11246.000	Carbon Feed System - Allowance					\$0	\$0	0.0%	\$0
11248.000	Ferric Chloride Feed System - Allowance					\$0	\$0	0.0%	\$0
11285.000	Ultraviolet Disinfection - Allowance	\$535,000				\$632,052	\$632,052	99.5%	\$2,948
11280.000	Hydraulic Gates	\$30,000	\$30,000			\$0	\$30,000	100.0%	\$0
11310.000	Centrifugal Wastewater Pumps	\$120,000	\$120,000			\$0	\$120,000	100.0%	\$0
11311.000	Submersible Centrifugal Pumps	\$110,000				\$103,284	\$103,284	93.9%	\$6,716
11312.000	Recessed Impeller Vortex Pump	\$25,000	\$23,000			\$0	\$23,000	92.0%	\$2,000
11318.000	Screw Impeller Centrifugal Pumps	\$25,000	\$24,000			\$0	\$24,000	96.0%	\$1,000
11320.000	Grit Removal System	\$54,000	\$50,000			\$0	\$50,000	92.6%	\$4,000
11321.000	Grit Separation System	\$35,000	\$34,000			\$0	\$34,000	97.1%	\$1,000
11335.000	Fine Screen	\$90,000	\$88,000			\$0	\$88,000	97.8%	\$2,000
11345.000	Chlorination/ Dechlorination Equipment - Allowance					\$0	\$0	0.0%	\$0
11351.000	Clarifier Equipment - Suction Type Clarifier	\$200,000	\$198,000			\$0	\$198,000	99.0%	\$2,000
11373.000	Blower System (PD w/ Enclosure)	\$290,000	\$288,000			\$0	\$288,000	99.3%	\$2,000
11374.000	Fine Pore Membrane Aeration Equipment	\$85,000	\$83,000			\$0	\$83,000	97.6%	\$2,000
11385.000	Coarse Bubble Aeration System	\$85,000	\$85,000			\$0	\$85,000	100.0%	\$0
11386.000	Rapid Mixers	\$13,000	\$12,000			\$0	\$12,000	92.3%	\$1,000
11387.000	Submersible Mixers	\$55,000	\$53,000			\$0	\$53,000	96.4%	\$2,000
11600.001	Laboratory Equipment	\$46,000				\$0	\$0	0.0%	\$46,000
11600.002	Laboratory Equipment - Allowance	\$25,000				\$0	\$0	0.0%	\$25,000
11630.000	Automatic Sampler	\$39,000				\$23,701	\$23,701	60.8%	\$15,299
12300.000	Furnishings - Allowance	\$25,000				\$0	\$0	0.0%	\$25,000
12346.000	Casework	\$30,000	\$30,000			\$0	\$30,000	100.0%	\$0
Subtotal for Division 11 & 12		\$2,412,000	\$1,510,000.00		\$0	\$759,037	\$2,269,037	94.07%	\$142,963
check									
Division 13									
13126.000	Circular Tank Covers	\$290,000	\$290,000			\$0	\$290,000	100.0%	\$0
13211.000	Water Storage Tank Disinfection	\$1,000				\$0	\$0	0.0%	\$1,000
13222.000	Filter Underdrain System	\$90,000	\$90,000			\$0	\$90,000	100.0%	\$0
13226.000	Filter Media & Gravel	\$30,000	\$30,000			\$0	\$30,000	100.0%	\$0
13228.000	Filter Wastewater Troughs	\$30,000	\$30,000			\$0	\$30,000	100.0%	\$0
13852.000	Grating	\$30,000	\$25,000			\$0	\$25,000	83.3%	\$5,000
Subtotal for Division 13		\$471,000	\$465,000.00		\$0	\$0	\$465,000	98.73%	\$6,000
check									
Check									

Item No.	B Description of Work	C Scheduled Value	D	E		F Material Presently Stored (Not in D or E)	G Total Completed and Stored To Date (D+E+F)	H Percent Completed (G/C)	I Balance To Finish (C-G)	
				Work Completed						
				From Previous Application	This Period					
				Percent	Amount					
Division 14										
14300.000	Holisting Equipment	\$12,000	\$12,000			\$0	\$12,000	100.0%	\$0	
14620.000	Portable Hoist	\$4,000				\$0	\$0	0.0%	\$4,000	
Subtotal for	Division 14	\$16,000	\$12,000.00			\$0	\$12,000	75.00%	\$4,000	
check										
Division 15										
15050.000	Industrial Hose & Fittings	\$6,000				\$0	\$0	0.0%	\$6,000	
15060.000	Process Pipe & Pipe Fittings	\$855,000	\$840,000	1.17%		\$10,000	\$0	\$850,000	99.4%	\$5,000
15100.000	Valves	\$400,000	\$397,500	0.63%		\$2,500	\$0	\$400,000	100.0%	\$0
15101.000	Electric Valve Actuators						\$0	\$0	0.0%	\$0
15102.000	Pneumatic Valve Actuators						\$0	\$0	0.0%	\$0
15130.000	Gauges	\$20,000	\$18,000	10.00%		\$2,000	\$0	\$20,000	100.0%	\$0
15140.000	Supports & Anchors	\$90,000	\$87,000	2.22%		\$2,000	\$0	\$89,000	98.9%	\$1,000
15250.000	Mechanical Insulation	\$40,000	\$35,000				\$0	\$35,000	87.5%	\$5,000
15400.000	Plumbing	\$440,000	\$343,600	4.55%		\$20,000	\$0	\$363,600	82.6%	\$76,400
15500.000	Heating/Ventilating & Air Conditioning	\$530,000	\$389,700	5.28%		\$28,000	\$0	\$417,700	78.8%	\$112,300
15510.000	Hydronic Heating Systems	\$300,000	\$285,500	0.83%		\$2,500	\$0	\$288,000	96.0%	\$12,000
15950.000	HVAC Controls	\$50,000	\$30,000				\$0	\$30,000	60.0%	\$20,000
15990.000	TAB	\$5,000					\$0	\$0	0.0%	\$5,000
Subtotal for	Division 15	\$2,736,000	\$2,426,300.00			\$67,000	\$0	\$2,493,300	91.13%	\$242,700
check										
Division 16										
16010.000	Electrical General Provisions	\$50,000	\$48,200				\$0	\$48,200	96.4%	\$1,800
16100.000	Basic Materials & Methods	\$220,000	\$156,500	14.41%		\$31,700	\$0	\$188,200	85.5%	\$31,800
16200.000	Power Generation System	\$200,000	\$200,000				\$0	\$200,000	100.0%	\$0
16400.000	Electrical Distribution	\$250,000	\$181,400	1.24%		\$3,100	\$0	\$184,500	73.8%	\$65,500
16500.000	Lighting	\$80,000	\$66,900	7.50%		\$6,000	\$0	\$72,900	91.1%	\$7,100
16700.000	Special Systems	\$20,000	\$9,800	17.50%		\$3,500	\$0	\$13,300	66.5%	\$6,700
16900.000	Starters & Motor Control	\$250,000	\$226,100	2.89%		\$7,200	\$0	\$233,300	93.3%	\$16,700
16950.001	Instrumentation & Control	\$1,000,000	\$939,400	0.96%		\$9,600	\$0	\$949,000	94.9%	\$51,000
16950.002	Computer - Allowance	\$50,000					\$0	\$0	0.0%	\$50,000
Subtotal for	Division 16	\$2,120,000	\$1,828,300.00			\$61,100	\$0	\$1,889,400	89.12%	\$230,600
check										
Grand Total										
		\$21,832,300	\$18,868,698			\$174,400	\$760,074	\$19,803,172	90.71%	\$2,029,128



Gridor Constr., Inc.
3980 27th Street SE
Buffalo, MN 55513

Pay Req. No. 13
Period Ending: 12/27/2016

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor Description for New Storage	Total Stored to Date	Previous Installed to date	Installed this month	Total Installed to date	Amount Remaining in Storage
Grand Totals										
1000.000	Mobilization Insurance & Bonds	\$21,832,300								
1020.011	General Construction - Allowance	\$360,000	\$39,427			\$39,427			\$39,427	
1020.002	Utility Service - Allowance	\$250,000								
1020.003	Building Permit - Allowance	\$150,000								
Subtotal for Division 1		\$785,000	\$39,427	\$0		\$39,427	\$0		\$39,427	\$0

Division 2										
2020.000	Biosolids Site Remediation	\$550,000								
2060.000	Demolition of Existing Wastewater Treatment Facilities	\$40,000								
2100.000	Site Preparation	\$50,000								
2110.000	Column Foundation Systems - Allowance	\$2,450,000	\$159,030			\$159,030			\$159,030	
2120.000	Runmed Aggregate Pier Soils Reinforcement - Allowance	\$50,000								
2210.000	Finish Grading	\$30,000								
2220.000	Excavating & Backfill	\$1,100,000								
2221.000	Removing Pavement & Miscellaneous Structures	\$20,000								
2330.000	Excavation & Embankment - Roadway & Pavement	\$30,000								
2370.000	Storm Water Pollution Prevention Plan (SWPPP)	\$30,000								
2550.000	Site Utilities	\$1,000,000	\$560,675			\$560,675		\$10,000	\$560,675	
2600.000	Roads, Walks & Curb	\$150,000								
2813.000	Design Build Irrigation System - Allowance	\$280	\$280			\$280			\$280	
2830.000	Chain Link Fence & Gates	\$15,000								
2835.000	Modular Block Retaining Wall	\$10,000								
2920.000	Soil Preparation, Seeding & Sodding	\$40,000								
2921.000	Prairie Restoration	\$10,000								
Subtotal for Division 2		\$5,675,000	\$719,985	\$0		\$719,985	\$709,985	\$10,000	\$719,985	\$0

Division 3										
3200.000	Concrete Reinforcement - 750 ton	\$1,520,000	\$836,494			\$836,494			\$836,494	
3300.000	Cast In Place Concrete - 8500 cy	\$3,440,000								
3400.000	Precast/ Prestressed Concrete - Ties/ Plans/ Wall Panels	\$1,630,000	\$1,299,056			\$1,299,056			\$1,299,056	
Subtotal for Division 3		\$6,590,000	\$2,135,550	\$0		\$2,135,550	\$2,135,550	\$0	\$2,135,550	\$0

Division 4										
4810.000	Unit Masonry Assemblies	\$0								
Subtotal for Division 4		\$0	\$0	\$0		\$0	\$0	\$0	\$0	\$0

Division 5										
5100.000	Structural Metal	\$30,000	\$5,000			\$5,000			\$5,000	
5500.000	Miscellaneous Metal Work	\$140,000	\$117,655			\$117,655			\$117,655	
5620.000	Handrails & Railings	\$50,000	\$49,828			\$49,828			\$49,828	
5921.000	Roof Flashings	\$5,000	\$5,140			\$5,140			\$5,140	
Subtotal for Division 5		\$225,000	\$177,623	\$0		\$177,623	\$0		\$177,623	\$0

Division 6										
6100.000	Rough Carpentry	\$10,000								
6200.000	Finish Carpentry	\$1,000	\$500			\$500			\$500	
6400.000	Interior Architectural Woodwork	\$1,000	\$2,500			\$2,500			\$2,500	
6410.000	Solid Surface Sills & Thresholds	\$3,000	\$3,000			\$3,000			\$3,000	
Subtotal for Division 6		\$15,000	\$3,000	\$0		\$3,000	\$0		\$3,000	\$0

W.T.F.I. - St. Francis, MN
Stored Materials & Equipment Summary



Golder Const., Inc.
3930 27th Street SE
Burrito, MN 55113

Pay Req. No. 18
Period Ending: 12/27/2016

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored to Date	New Storage This Month	Vendor Description for New Storage	Total Stored to Date	Previous Installed to date	Total Installed to date	Amount Remaining in Storage
Division 7									
7150.000	Dampproofing	\$5,000							
7190.000	Vapor Barrier	\$5,000							
7210.000	Building Insulation	\$20,000							
7535.000	Fully Adhered Membrane Roof System	\$170,000							
7600.000	Flashing & Steel Metal Work	\$30,000							
7900.000	Caulking & Sealants	\$20,000							
Subtotal for Division 7		\$250,000	\$0	\$0		\$0	\$0	\$0	\$0
Division 8									
8110.000	Doors & Frames	\$50,000	\$41,000			\$41,000		\$41,000	
8360.000	Upward Acting Sectional Doors	\$15,000							
8700.000	Hardware	\$30,000	\$16,900			\$16,900		\$16,900	
8900.000	Glass & Glazing	\$5,000							
Subtotal for Division 8		\$101,000	\$57,900	\$0		\$57,900	\$0	\$57,900	\$0
Division 9									
9111.000	Non-Load Bearing Steel Framing	\$15,000							
9230.000	Gypsum Drywall	\$25,000							
9310.000	Ceramic Tile	\$9,000							
9500.000	Acoustical Ceiling System	\$5,000							
9800.000	Wastewater Treatment Facility Painting	\$350,000							
9930.000	Concrete Staining	\$15,000							
Subtotal for Division 9		\$419,000	\$0	\$0		\$0	\$0	\$0	\$0
Division 10									
10110.000	Marker Board	\$1,000							
10155.000	Total Compartment	\$2,300	\$1,329			\$1,329		\$1,329	
10250.000	Safety Devices	\$4,000							
10260.000	Wall Surface Protection	\$1,000							
10400.000	Identifying Devices	\$5,000	\$1,037			\$1,037			\$1,037
10800.000	Total Accessories	\$2,000							
Subtotal for Division 10		\$16,300	\$2,366	\$0		\$2,366	\$0	\$1,329	\$1,037
Division 11 & 12									
11214.000	Vertical Turbine Pumps	\$160,000	\$149,975			\$149,975		\$149,975	
11245.000	Polymer Mix/ Feed System - Allowance	\$235,000	\$235,000			\$235,000		\$235,000	
11245.000	Carbon Feed System - Allowance	\$632,052							\$632,052
11245.000	Ferric Chloride Feed System - Allowance	\$30,000	\$21,457			\$21,457		\$21,457	
11290.000	Hydraulic Gates	\$120,000	\$103,284			\$103,284			\$103,284
11310.000	Centrifugal Wastewater Pumps	\$25,000	\$21,792			\$21,792		\$21,792	
11312.000	Recessed Impeller Vortex Pumps	\$25,000							
11315.000	Screw Impeller Centrifugal Pumps	\$54,000	\$37,406			\$37,406		\$37,406	
11320.000	Grit Removal System	\$35,000	\$20,000			\$20,000		\$20,000	
11321.000	Grit Separation System	\$80,000	\$78,469			\$78,469		\$78,469	
11335.000	Fine Screen	\$200,000	\$167,535			\$167,535		\$167,535	
11345.000	Chlorination/ Dechlorination Equipment - Allowance	\$285,000	\$285,000			\$285,000		\$285,000	
11374.000	Blower System (PD w/ Enclosure)	\$85,000	\$66,407			\$66,407		\$66,407	
11385.000	Coarse Bubble Aeration System	\$95,000	\$61,407			\$61,407		\$61,407	
11395.000	Rapid Mixers	\$13,000	\$12,000			\$12,000		\$12,000	
11397.000	Submersible Mixers	\$55,000	\$48,581			\$48,581		\$48,581	
11600.001	Laboratory Equipment	\$25,000	\$23,701			\$23,701			\$23,701
11600.002	Laboratory Equipment - Allowance	\$39,000							
11630.000	Automatic Sampler	\$25,000							
12345.000	Casework	\$30,000	\$1,984,066			\$1,984,066		\$1,205,029	\$759,037
Subtotal for Division 11 & 12		\$2,412,000	\$1,984,066	\$0		\$1,984,066	\$0	\$1,205,029	\$759,037



Grider Const., Inc.
3990 27th Street SE
Buffalo, MN 55313

Pay Req. No. 18
Period Ending: 12/27/2016

Pay Item No.	Pay Application Work Item	Scheduled Value	Previous Stored To Date	New Storage This Month	Vendor/Description for New Storage	Total Stored to Date	Installed this month	Total Installed to date	Amount Remaining in Storage
Division 13									
13126.000	Circular Tank Covers	\$280,000	\$178,516			\$178,516		\$178,516	
13211.000	Water Storage Tank Disinfection	\$1,000							
13222.000	Filter Underdrain System	\$80,000	\$80,000			\$80,000		\$80,000	
13228.000	Filter Media & Gravel	\$30,000							
13228.000	Filter Washwater Troughs	\$30,000	\$27,359			\$27,359		\$27,359	
13852.000	Graffing	\$30,000							
Subtotal for Division 13		\$471,000	\$285,875	\$0		\$285,875	\$0	\$285,875	\$0
Division 14									
14300.000	Hosing Equipment	\$12,000	\$9,264			\$9,264		\$9,264	
14620.000	Portable Host	\$4,000							
Subtotal for Division 14		\$16,000	\$9,264	\$0		\$9,264	\$0	\$9,264	\$0
Division 15									
15060.000	Industrial Hose & Fittings	\$6,000							
15060.000	Process Pipe & Pipe Fittings	\$855,000	\$600,072			\$600,072	\$5,000	\$605,072	
15100.000	Valves	\$300,000	\$339,180			\$339,180	\$2,500	\$341,680	
15101.000	Electrical Valve Actuators								
15102.000	Pneumatic Valve Actuators								
15130.000	Gauges	\$20,000							
15140.000	Supports & Anchors	\$90,000	\$11,771			\$11,771		\$11,771	
15250.000	Mechanical Insulation	\$40,000							
15400.000	Plumbing	\$440,000	\$15,000			\$15,000		\$15,000	
15500.000	Heating/Ventilating & Air Conditioning	\$350,000	\$171,663			\$171,663		\$171,663	
15510.000	Hydronic Heating Systems	\$300,000							
15550.000	HVAC Controls	\$50,000							
15950.000	TAB	\$5,000							
Subtotal for Division 15		\$2,736,000	\$1,137,686	\$0		\$1,137,686	\$7,500	\$1,145,186	\$0
Division 16									
16010.000	Electrical General Provisions	\$50,000							
16100.000	Basic Materials & Methods	\$220,000							
16200.000	Power Generation System	\$200,000							
16400.000	Electrical Distribution	\$250,000							
16500.000	Lighting	\$80,000	\$70,715			\$70,715		\$70,715	
16700.000	Special Systems	\$20,000							
16900.000	Starters & Motor Control	\$250,000							
16950.001	Instrumentation & Control	\$1,000,000	\$60,000			\$60,000		\$60,000	
16950.002	Computer - Allowance	\$50,000							
Subtotal for Division 16		\$2,120,000	\$80,000	\$0		\$80,000	\$0	\$80,000	\$0
Grand Totals		\$21,832,300	\$6,592,742	\$0		\$6,592,742	\$18,829	\$5,832,568	\$760,074

SUN MECHANICAL INC
10834 178TH CIRCLE NW
ELK RIVER MN 55330
763-274-2866

License: 0596364-PM

Owner: Gridor Construction Company
3990 27th Street SE
Buffalo MN 55313

Job Location: ST. FRANCIS WWTF
4020 St. Francis Blvd. NW
St. Francis MN 55070

Progress Billing

Application: 14

Period: 12/14/2018

FOR REFERENCE
ONLY.

TAX EST. #18

REV 15400.000
15510.000

Application For Payment On Contract

Original Contract.....	764,950.00
Net Change by Change Orders.....	33,407.32
Contract Sum to Date.....	798,357.32
Total Complete to Date.....	709,357.32
Total Retained.....	0.00
Total Earned Less Retained.....	709,357.32
Less Previous Billings.....	629,943.94
Current Payment Due.....	79,413.38
Balance on Contract.....	89,000.00

Contractor's Certification of Work

The undersigned contractor certifies that, to the best of the contractor's knowledge, the work on the above named job has been completed in accordance with the plans and specifications to the level of completion indicated on the attached schedule of completion.

Contractor:

Kelly M. Grotte

Date:

Digitally signed by Kelly M. Grotte
DN: cn=Kelly M. Grotte, o=Sun
Mechanical, Inc, ou=President,
email=kellyg@sunmech.net, c=US
Date: 2016.12.22 13:53:37 -0600

Terms: Invoices are due and payable 30DY from the date of invoice. All overdue amounts will be charged a service charge of 0.00 % per annum. Please make checks payable to: SUN MECHANICAL INC

Thank you for your prompt payment.

PROGRESS BILLING

Application: 14

Period: 12/14/2016

Schedule of Work Completed

Description of Work	Scheduled	Changes	Contract	Previous	Current Comp.	Total Comp.	%	Balance	Retained
San GW Mat'l	37,000.00		37,000.00	37,000.00		37,000.00	100.00		
San GW Labor	36,000.00		36,000.00	36,000.00		36,000.00	100.00		
W&V Mat's	26,400.00		26,400.00	22,500.00	3,000.00	25,500.00	96.59	900.00	
W&V Labor	25,500.00		25,500.00	20,500.00	3,000.00	23,500.00	92.16	2,000.00	
Water Mat'l	59,400.00		59,400.00	54,000.00	2,400.00	56,400.00	94.95	3,000.00	
Water Labor	57,600.00		57,600.00	47,600.00	5,000.00	52,600.00	91.32	5,000.00	
Fixtures Mat'l	90,000.00		90,000.00	80,000.00		80,000.00	88.89	10,000.00	
Fixtures Labor	40,700.00		40,700.00	9,000.00		9,000.00	22.11	31,700.00	
Gas Mat'l	22,000.00		22,000.00	17,000.00	3,000.00	20,000.00	90.91	2,000.00	
Gas Labor	52,400.00		52,400.00	40,000.00	5,000.00	45,000.00	85.88	7,400.00	
Air Mat'l	31,000.00		31,000.00	23,000.00	4,000.00	27,000.00	87.10	4,000.00	
Air Labor	17,500.00		17,500.00	9,500.00	4,000.00	13,500.00	77.14	4,000.00	
HWHT Mat'l	27,000.00		27,000.00	20,000.00	5,000.00	25,000.00	92.59	2,000.00	X
HWHT Labor	43,000.00		43,000.00	28,000.00	8,000.00	36,000.00	83.72	7,000.00	X
Term. Units Mat'l	20,500.00		20,500.00	19,500.00	1,000.00	20,500.00	100.00		
Term. Units Labor	18,100.00		18,100.00	11,000.00	4,100.00	15,100.00	83.43	3,000.00	X
Equipment Mat'l	66,000.00		66,000.00	66,000.00		66,000.00	100.00		
Equipment Labor	33,000.00		33,000.00	21,000.00	12,000.00	33,000.00	100.00		
Insulation Mat'l	21,500.00		21,500.00	18,500.00		18,500.00	86.05	3,000.00	
Insulation Labor	21,500.00		21,500.00	17,500.00		17,500.00	81.40	4,000.00	
Tools	3,850.00		3,850.00	3,850.00		3,850.00	100.00		
Mobilization	15,000.00		15,000.00	15,000.00		15,000.00	100.00		
Change Order# 2		8,323.00							
Change Order# 3		5,170.94		8,323.00		8,323.00	100.00		
CO #3B		600.00		5,170.94		5,170.94	100.00		
CO #42		7,940.00		600.00	600.00	600.00	100.00		
F.O. 40 Lift Station		11,373.38		7,940.00	7,940.00	7,940.00	100.00		
			11,373.38	11,373.38	11,373.38	11,373.38	100.00		
Totals:	764,950.00	33,407.32	798,357.32	629,943.94	79,413.38	709,357.32	88.85	89,000.00	



AIA Document G702™ - 1992

Application and Certificate for Payment

TO OWNER: Attn: Accounts Payable
 Gndor Construction
 3990 27th Street SE
 Buffalo, MN 55313

FROM CONTRACTOR:
 Sentra-Sota Sheet Metal, Inc.
 3075 3rd Street South PO Box 430
 Waite Park, MN 56387

Approved For 15-09 15300-S
 Date Paid

PROJECT: St Francis WWTF
 St. Francis Wastewater Treatment Facility
 St. Francis, MN

APPLICATION NO: 11
 PERIOD TO: 12/31/2016
 CONTRACT FOR: HVAC
 CONTRACT DATE: 12/11/2015
 PROJECT NOS:

VIA ARCHITECT:

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$ 578,300.00	
2. Net change by Change Orders	\$ 0.00	
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 578,300.00	
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 443,084.75	
5. RETAINAGE:		
a. 5.00 % of Completed Work (Column D + E on G703)	28,874.05	22,154.24
b. 5.00 % of Stored Material (Column F on G703)	1443.70 Let	0.00
Total Retainage (Lines 5a + 5b or Total in Column I of G703)	\$ 27,430.35	\$ 22,154.24
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)		\$ 420,930.51
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)		\$ 393,500.16
8. CURRENT PAYMENT DUE		\$ 27,430.35
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)		\$ 157,369.49

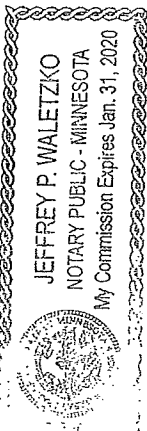
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this Month	\$ 0.00	\$ 0.00
TOTALS	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$ 0.00	

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TAXES: \$1,415
 ITEM 15300.000
 15950.000
 FOR REFERENCE
 only

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Sentra-Sota Sheet Metal, Inc.
 By: [Signature]
 State of: Minnesota
 County of: STEARNS
 Subscribed and sworn to before me this 19 day of December 2016
 Notary Public: Jeffrey P. Waletzko
 My Commission Expires: 1-31-20



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed, as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
 (Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only on presentation of the original Certificate. The amount of payment is without prejudice to the Contractor's right to sue the Owner or Contractor under this Contract.

RECEIVED

DEC 21 2016

GRACE CONSULTING, INC.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 2 OF 3 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

APPLICATION NO.:

PROJECT: St Francis WWTF

12/19/2016

APPLICATION DATE:

St. Francis Wastewater Treatment Facility

12/31/2016

PERIOD TO:

Use Column I on Contracts where variable retainage for line items may apply.

ARCHITECT'S PROJECT NO.:

A	B	C	D	E	F	G	H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	FROM PREVIOUS APPLICATION (D + E)	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G ÷ C)	RETAINAGE (IF VARIABLE) RATE
1	General Conditions-labor	\$36,110.00	\$28,888.00	\$1,805.50	\$0.00	\$30,693.50	85%	\$1,594.68
2	Insulation	\$28,438.00	\$15,000.00	\$0.00	\$0.00	\$15,000.00	53%	\$750.00
3	Controls	\$123,497.00	\$56,000.00	\$0.00	\$0.00	\$56,000.00	45%	\$2,800.00
4	Refrigeration Piping	\$15,684.00	\$7,842.00	\$0.00	\$0.00	\$7,842.00	50%	\$392.10
5	Test and Balance	\$9,993.00	\$0.00	\$0.00	\$0.00	\$0.00	0%	\$0.00
6	Ductwork-labor	\$64,321.00	\$51,456.80	\$6,432.10	\$0.00	\$57,888.90	90%	\$2,894.45
7	Ductwork-mat'l	\$46,520.00	\$37,216.00	\$4,652.00	\$0.00	\$41,868.00	90%	\$2,093.40
8	FRP Duct-labor	\$2,974.00	\$2,379.20	\$297.40	\$0.00	\$2,676.60	90%	\$133.83
9	FRP Duct-mat'l	\$17,802.00	\$17,802.00	\$0.00	\$0.00	\$17,802.00	100%	\$890.10
10	Louvers,Dampers, Fire/Smoke Dampers-labor	\$8,105.00	\$6,484.00	\$810.50	\$0.00	\$7,294.50	90%	\$364.73
11	Louvers,Dampers, Fire/Smoke Dampers-mat'l	\$5,841.00	\$4,088.70	\$1,168.20	\$0.00	\$5,256.90	90%	\$262.85
12	Gas Fired Unit Heaters-labor	\$2,120.00	\$1,696.00	\$212.00	\$0.00	\$1,908.00	90%	\$95.40
13	Gas Fired Unit Heaters-mat'l	\$5,033.00	\$4,617.00	\$416.00	\$0.00	\$5,033.00	100%	\$251.65
14	Make Up Air Units-labor	\$8,403.00	\$6,722.40	\$840.30	\$0.00	\$7,562.70	90%	\$378.14
15	Make Up Air Units-mat'l	\$121,192.00	\$115,816.00	\$5,376.00	\$0.00	\$121,192.00	100%	\$6,059.60
16	Energy Recovery Units-labor	\$2,801.00	\$2,240.80	\$420.15	\$0.00	\$2,660.95	95%	\$133.05
17	Energy Recovery Units-mat'l	\$6,344.00	\$6,000.00	\$344.00	\$0.00	\$6,344.00	100%	\$317.20
18	Fan Coil Units, Mini-Splits, Cond Unit-labor	\$3,650.00	\$2,920.00	\$365.00	\$0.00	\$3,285.00	90%	\$164.25
19	Fan Coil Units, Mini-Splits, Cond Unit-mat'l	\$23,701.00	\$21,563.00	\$2,138.00	\$0.00	\$23,701.00	100%	\$1,185.05
20	Exhaust Fans-labor	\$6,169.00	\$4,935.20	\$616.90	\$0.00	\$5,552.10	90%	\$277.61
21	Exhaust Fans-mat'l	\$15,801.00	\$14,497.00	\$1,304.00	\$0.00	\$15,801.00	100%	\$790.05
22	Gravity Hood-labor	\$842.00	\$673.60	\$84.20	\$0.00	\$757.80	90%	\$37.89
23	Gravity Hood-mat'l	\$1,112.00	\$1,020.00	\$92.00	\$0.00	\$1,112.00	100%	\$55.60
	SUB-TOTALS	\$556,453.00	\$409,857.70	\$27,374.25	\$0.00	\$437,231.95	79%	\$21,861.63

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AIA DOCUMENT G703, (Instructions on reverse side)

13

APPLICATION NO.:

PROJECT: St Francis WWTF

St. Francis Wastewater Treatment Facility

12/31/2016

PERIOD TO:

ARCHITECT'S PROJECT NO.:

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TAPE 1 - 512
ITEM - D.N. 16

FOR REFERENCE ONLY.

AIA Document Page: 1 OF 2
APPLICATION NO: 14
APPLICATION DATE: 12-19-16
PERIOD TO: 12-31-16
CONTRACT DATE: 7-13-15
KILLMER JOB #: 23405

APPLICATION AND CERTIFICATE FOR PAYMENT

PROJECT: ST FRANCIS WWTP

TO OWNER: GRIDOR CONSTR. INC.
3990 27TH STREET SE
BUFFALO, MN 55313

FROM: KILLMER ELECTRIC CO., INC.
5141 LAKELAND AVE. NO.
CRYSTAL, MN 55429

VIA ARCHITECT:

CONTRACT FOR: BID CATEGORY - ELECTRICAL

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the contract. Continuation Sheet G703, is attached.

- 1. ORIGINAL CONTRACT SUM: \$2,068,000.00
- 2. Net change by Change Orders: \$10,480.76
- 3. CONTRACT SUM TO DATE: \$2,078,480.76
- 4. TOTAL COMPLETED & STORED TO DATE: \$1,868,745.00
- 5. RETAINAGE: 5%
 - a. % of Completed Work: \$93,437.25
 - b. % of Stored Material: \$0.00
 - Total Retainage: \$93,437.25
- 6. TOTAL EARNED LESS RETAINAGE: \$1,775,307.84
- 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT: \$1,717,262.84
- 8. CURRENT PAYMENT DUE: \$58,045.00
- 9. BALANCE TO FINISH, INCLUDING RETAINAGE: \$303,172.92

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		\$10,480.76	\$0
Total approved this Month		\$0	\$0
TOTALS		\$10,480.76	\$0
NET CHANGES by Change Order		\$10,480.76	

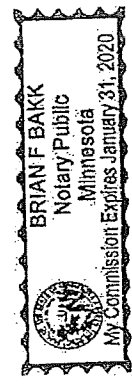
This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this contract.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: KILLMER ELECTRIC CO., INC.

By:  Date: 12/19/16

State of: Minnesota
County of: Hennepin
Subscribed and sworn to before me this 19th day of DEC. 2016



Notary Public: 
My Commission expires: 1-31-20

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the date comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$
(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By: _____ Date: _____

APPLICATION AND CERTIFICATE FOR PAYMENT

APPLICATION NUMBER:
APPLICATION DATE:
PERIOD TO:

14
12-19-16
12-31-16

ST FRANCIS WWTP

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D Work Completed		E THIS PERIOD	F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C-G)	I RETAINAGE
			PREVIOUS APPLICATIONS (D+E)	THIS PERIOD			TOTAL COMPLETE & STORED TO DATE (D+E+F)	% (G/C)		
	BASE BID									
	GENERAL CONDITIONS	68,000.00	32,150.00	3,800.00			35,950.00	53%	32,050.00	
	BASIC MATERIALS AND METHODS	215,000.00	134,100.00	24,000.00			158,100.00	74%	56,900.00	
	MOTORS	24,100.00	12,780.00	3,900.00			16,680.00	69%	7,420.00	
	POWER GENERATION SYSTEM	215,000.00	215,000.00				215,000.00	100%	-	
	ELECTRIC DISTRIBUTION	146,400.00	137,400.00	3,100.00			140,500.00	96%	5,900.00	
	LIGHTING	124,600.00	99,155.00	6,000.00			105,155.00	84%	19,445.00	
	SPECIAL SYSTEMS	16,900.00	7,900.00	3,500.00			11,400.00	67%	5,500.00	
	STARTERS AND MOTOR CONTROL	722,000.00	681,072.00	7,200.00			688,272.00	95%	33,728.00	
	INSTRUMENTATION AND CONTROL	536,000.00	479,828.09	9,600.00			489,428.09	91%	46,571.91	
CO #1	CHANGE ORDER NO. 1	5,860.00	5,860.00				5,860.00	100%	-	
CO #2	CHANGE ORDER NO. 2	4,620.76	2,400.00				2,400.00	52%	2,220.76	
	TOTALS	2,078,480.76	1,807,645.09	61,100.00		-	1,868,745.09	90%	209,735.67	0



**BOLTON
& MENK**

Real People. Real Solutions.

7533 Sunwood Drive NW
Suite 206
Ramsey, MN 55303-5119

Ph: (763) 433-2851
Fax: (763) 427-0833
Bolton-Menk.com

January 11, 2017

Mr. Paul Teicher, Administrator
City of St. Francis
23340 Cree Street
St. Francis, MN 55070-9390

Re: T.H. 47 Pedestrian Improvements
St. Francis, Minnesota
BMI Project No: R18.105125

Dear Paul:

Enclosed please find three copies of the Final Pay Estimate and Change Order No. 1 for the above referenced project. The estimate includes all work completed to date and is the final estimate and change order for the project. I recommend that the Pay Estimate and Change Order be approved as shown. If you agree, please sign all copies and return one each with payment to the contractor and one each to me for our files.

Also enclosed are copies of the Contractor's Consent of Surety forms, IC-134 form, and lien waver for your records.

If you have any questions on the above, please call.

Sincerely,

Bolton & Menk, Inc.

Jared Vogt, P.E.
City Engineer

JAV/kg
Enclosure

CONTRACTOR'S PAY REQUEST
TH 47 PEDESTRIAN IMPROVEMENTS- S.A.P. 235-010-002
ST. FRANCIS, MINNESOTA
BMI PROJECT NO. R18.105125

CONTRACTOR
OWNER
ENGINEER

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS.....	\$	140,849.50
TOTAL, COMPLETED WORK TO DATE.....	\$	140,849.50
TOTAL, STORED MATERIALS TO DATE.....		\$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED.....		\$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS.....	\$	140,849.50
RETAINED PERCENTAGE (0.0%).....	\$	-
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS).....	\$	-
NET AMOUNT DUE TO CONTRACTOR TO DATE.....	\$	140,849.50
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES.....	\$	137,328.26
PAY CONTRACTOR AS ESTIMATE NO. 4 (FINAL)	\$	3,521.24

Certificate for Final Payment

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that the provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Concrete Idea, Inc.
13961 44th Lane NE
St. Michael, MN 55376

By *Grant Cameron* *President* *12/26/2016*
(Name) (Title) (Date)
Approved: *[Signature]*
Contractor's Surety

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
BOLTON & MENK, INC., ENGINEERS, 7533 SUNWOOD DRIVE NW, SUITE 206, RAMSEY, MN 55303

By *J. M. F.* *City Engineer* *11/10/17*
Jared Yoge, P.E. (Title) (Date)

APPROVED FOR PAYMENT:
Owner: ST. FRANCIS, MINNESOTA

By *Joe Kohlmann* *City Administrator*
Joe Kohlmann (Title) (Date)

PARTIAL PAY ESTIMATE NO. 4 (FINAL)
 TH 47 PEDESTRIAN IMPROVEMENTS- S.A.P. 235-010-002
 ST. FRANCIS, MINNESOTA
 BMI PROJECT NO. R18.105125

WORK COMPLETED THROUGH NOVEMBER 14, 2013

ITEM NO.	MNDOT SPEC.	DESCRIPTION	UNIT PRICE	BID QUANTITY	ESTIMATED BID AMOUNT	QUANTITY PREVIOUS ESTIMATE	QUANTITY COMPLETED TO DATE	DIFFERENCE COMPLETED TO DATE
SECTION A: FINAL COMPLETION DATE- JANUARY 25, 2013								
1	22021.501	MOBILIZATION	\$ 13,000.00	1.00 LUMP SUM	\$ 13,000.00	1.00 LUMP SUM	1.00 LUMP SUM	\$ -
2	21021.501	PAVEMENT MARKING REMOVAL	\$ 2.00	450.00 SQ FT	\$ 900.00	405 SQ FT	405 SQ FT	\$ -45.00
3	21021.502	PAVEMENT MARKING REMOVAL	\$ 2.50	100.00 LIN FT	\$ 250.00	56 LIN FT	56 LIN FT	\$ -140.00
4	2104.501	REMOVE SEWER PIPE (STORM)	\$ 22.50	40.00 LIN FT	\$ 900.00	40 LIN FT	40 LIN FT	\$ -
5	2104.505	REMOVE CONCRETE PAVEMENT	\$ 18.00	106.00 SQ YD	\$ 1,908.00	106 SQ YD	106 SQ YD	\$ -
6	2104.505	REMOVE BITUMINOUS PAVEMENT	\$ 13.50	143.00 SQ YD	\$ 1,930.50	143 SQ YD	143 SQ YD	\$ -
7	2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	\$ 4.00	283.00 LIN FT	\$ 1,132.00	280 LIN FT	280 LIN FT	\$ -3.00
8	2104.523	SALVAGE SIGN	\$ 30.00	3.00 EACH	\$ 90.00	3 EACH	3 EACH	\$ -
9	2104.501	REMOVE FLASHER SYSTEM	\$ 2,700.00	1.00 LUMP SUM	\$ 2,700.00	1 LUMP SUM	1 LUMP SUM	\$ -
10	2104.601	HAUL SALVAGED MATERIAL	\$ 250.00	1.00 LUMP SUM	\$ 250.00	1 LUMP SUM	1 LUMP SUM	\$ -
11	2105.523	COMMON BORROW (LV)	\$ 14.00	8.00 CU YD	\$ 112.00	3 CU YD	3 CU YD	\$ -5.00
12	2105.525	TOPSOIL BORROW (LV)	\$ 20.00	8.00 CU YD	\$ 160.00	18 CU YD	18 CU YD	\$ -70.00
13	2231.604	BITUMINOUS PATCH (TH 47 RESTORATION)	\$ 45.00	75.00 SQ YD	\$ 3,375.00	72 SQ YD	72 SQ YD	\$ -30.00
14	2231.604	BITUMINOUS PATCH (TRAIL RESTORATION)	\$ 45.00	5.00 SQ YD	\$ 225.00	72 SQ YD	72 SQ YD	\$ -
15	2501.511	15" CS PIPE CULVERT	\$ 33.00	51.00 LIN FT	\$ 1,683.00	51 LIN FT	51 LIN FT	\$ -
16	2501.511	15" CS PIPE CULVERT	\$ 33.00	51.00 LIN FT	\$ 1,683.00	51 LIN FT	51 LIN FT	\$ -
17	2501.515	15" CS PIPE APRON	\$ 150.00	3.00 EACH	\$ 450.00	3 EACH	3 EACH	\$ -
18	2501.515	15" CS PIPE APRON	\$ 200.00	1.00 EACH	\$ 200.00	1.00 EACH	1.00 EACH	\$ -
19	2503.502	CONNECT TO EXISTING STORM SEWER	\$ 400.00	2.00 EACH	\$ 800.00	2 EACH	2 EACH	\$ -
20	2506.501	CONSTRUCT DRAINAGE STRUCTURE, DES G	\$ 500.00	3.30 LIN FT	\$ 1,650.00	3.3 LIN FT	3.3 LIN FT	\$ -
21	2506.516	CASTING ASSEMBLY	\$ 700.00	1.00 EACH	\$ 700.00	1 EACH	1 EACH	\$ -
22	2521.501	6" CONCRETE WALK	\$ 9.50	2070.00 SQ FT	\$ 19,665.00	2070 SQ FT	2070 SQ FT	\$ -
23	2521.501	CONCRETE CURB & GUTTER DESIGN B418	\$ 35.50	109.00 LIN FT	\$ 3,869.50	142 LIN FT	142 LIN FT	\$ 5,041.00
24	2531.618	TRUNCATED DOMES	\$ 32.00	32.00 SQ FT	\$ 1,024.00	32 SQ FT	32 SQ FT	\$ -
25	2531.618	TRUNCATED DOMES (35" RADIUS)	\$ 33.00	54.00 SQ FT	\$ 1,782.00	54 SQ FT	54 SQ FT	\$ -
26	2553.601	TRAFFIC CONTROL	\$ 6,000.00	1.00 LUMP SUM	\$ 6,000.00	1.00 LUMP SUM	1.00 LUMP SUM	\$ -
27	2554.502	FURNISH SIGN POSTS	\$ 110.00	3.00 EACH	\$ 330.00	3 EACH	3 EACH	\$ -
28	2554.502	INSTALL SIGN (SALVAGED)	\$ 39.00	5.00 EACH	\$ 195.00	3 EACH	3 EACH	\$ -220.00
29	2555.516	PEDESTRIAN CROSSWALK FLASHER SYSTEM	\$ 59,450.00	1.00 SYSTEM	\$ 59,450.00	1.00 SYSTEM	1.00 SYSTEM	\$ -
30	2573.53	STORM DRAIN INLET PROTECTION	\$ 45.00	1.00 EACH	\$ 45.00	1 EACH	1 EACH	\$ -
31	2573.54	FILTER LOG TYPE STRAW BIOROLL (6'-7')	\$ 7.50	25.00 LIN FT	\$ 187.50	25 LIN FT	25 LIN FT	\$ -
32	2573.55	EROSION CONTROL SUPERVISOR	\$ 50.00	1.00 LUMP SUM	\$ 50.00	1 LUMP SUM	1 LUMP SUM	\$ -
33	2575.501	SEEDING	\$ 5,000.00	0.10 ACRE	\$ 500.00	0.19 ACRE	0.19 ACRE	\$ -
34	2575.502	SEED MIXTURE 250	\$ 8.50	11.00 POUND	\$ 93.50	15 POUND	15 POUND	\$ -
35	2575.523	EROSION CONTROL BLANKETS CATEGORY 3 (WOOD FIBER)	\$ 2.25	484.00 SQ YD	\$ 1,089.00	220 SQ YD	220 SQ YD	\$ -869.00
36	2575.532	FERTILIZER TYPE 1	\$ 8.00	20.00 POUND	\$ 160.00	24 POUND	24 POUND	\$ -
37	2582.502	4" SOLID LINE WHITE- EPOXY	\$ 10.00	126.00 LIN FT	\$ 1,260.00	136 LIN FT	136 LIN FT	\$ -100.00
38	2582.502	4" SOLID LINE YELLOW- EPOXY	\$ 10.00	18.00 LIN FT	\$ 180.00	18.00 LIN FT	18.00 LIN FT	\$ -
39	2582.503	CROSSWALK MARKING-POLY PREFORM (TAPE)	\$ 30.00	342.00 SQ FT	\$ 10,260.00	360 SQ FT	360 SQ FT	\$ -540.00
SUBTOTAL (SECTION A) =					\$ 140,096.00	\$ 140,849.50	\$ 140,849.50	\$ 753.50

CHANGE ORDER

No. 1 (One)

PROJECT T.H. 47 Pedestrian Improvements- S.P. 235-010-002

DATE OF ISSUANCE: December 31, 2013

EFFECTIVE DATE: December 31, 2013

OWNER City of St. Francis

Owner's Contract No. R18.105125

CONTRACTOR Concrete Idea, Inc.

ENGINEER Bolton & Menk, Inc.

You are directed to make the following changes in the Contract Documents.

1.	Description:	Final Compensating Change Order	
	Cost:	\$753.50	
		Total Construction Cost:	\$140,849.50
		<u>Original Contract Amount</u>	<u>\$140,096.00</u>
		Total – Change Order No. 1:	\$753.50

Attachments:(List documents supporting change)

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price	Original Contract Times
\$140,096.00	Substantial Completion: <u>November 21, 2012</u> Ready for final payment: <u>January 25, 2013</u>
Net changes from previous Change Orders No. <u>0</u> to No. <u>0</u>	Net changes from previous Change Orders No. <u>0</u> to No. <u>0</u>
\$0.00	<u>0 (zero)</u> Days
Contract Price Prior to this Change Order	Contract Times prior to this Change Order
\$140,096.00	Substantial Completion: <u>November 21, 2012</u> Ready for final payment: <u>January 25, 2013</u>
Net Increase of this Change Order	Net Increase of this Change Order
\$753.50	<u>0 (zero)</u> Days
Contract Price with all approved Change Orders	Contract Times with all approved Change Orders
\$140,849.50	Substantial Completion: <u>November 21, 2012</u> Ready for final payment: <u>January 25, 2013</u>

RECOMMENDED:

By: [Signature]
Engineer (Authorized Signature)

Date: 1/10/17

APPROVED:

By: _____
Owner (Authorized Signature)

Date: _____

ACCEPTED:

By: [Signature]
Contractor (Authorized Signature)

Date: 1/9/2017

EJCDC No. 1910—8-B (1990 Edition)

Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America.

**Final Bills Paid Affidavit
by Contractor**

BEFORE ME, the undersigned authority, personally appeared Trent Gaudin (hereinafter referred to as "Contractor"), known to me to be a credible person, and after being by me duly sworn, upon oath stated and affirmed that:

"My name is Trent Gaudin and I am the Owner of Concrete Idea Inc. hereafter sometimes referred to in this affidavit as "Contractor". Contractor's business address is

The undersigned Contractor has personal knowledge of the facts stated herein and has full authority to make the agreements in this affidavit on behalf of Contractor.

Pursuant to and in accordance with a written construction contract between Concrete Idea Inc. Contractor, and St. Francis, Owner/Administrator, Contractor furnished materials and labor for the construction, renovation, or repair of improvements located on or relating to project known as 235-04-002 located at St. Francis, City of St. Francis, ☒ County, Texas, legally described in Exhibit "A" attached hereto and made a part hereof for all purposes (the "Property"). All work provided for under said written construction contract, together with all changes and supplements thereto, has been fully completed in accordance with the terms and provisions thereof.

Contractor has paid each of its subcontractors, laborers, suppliers and materialmen in full for all labor and materials provided to Contractor for or in connection with the construction, renovation, or repair of improvements on or relating to the subject Property, or any portion thereof, excepting only the amounts owed for the following specified bills to the persons identified below. Contractor warrants and represents that the following specified bills will be paid to Contractor by Owner/Administrator in reliance on this Final Bills Paid Affidavit:

Name of Payee	Address	Telephone No.	Amount Owed
Killmer Electric	5141 Lakeview Ave	763-425-2525	\$
Simplex Construction Supply	9020 West Seville Drive	763-398-0040	\$
Cemstone Redi Mix	2025 Centre Point Blvd	651-688-9292	\$
H&B Supply Waterworks	16195 54th St NE	763-428-7473	\$

Other than the above specified bills owed to the above referenced persons, Contractor is not aware of any unpaid bills, claims, demands, or causes of action by any of its subcontractors, laborers, suppliers, or materialmen for or in connection with the furnishing of labor or materials, or both, for the construction, renovation, or repair of improvements located on or related to the subject Property.

In consideration of the funds paid to Contractor by Owner/Administrator and by Lender on behalf of Owner/Administrator in reliance on this affidavit, Contractor waives and releases all of Contractor's statutory and constitutional mechanic's lien rights connected with the construction of the Project, conditioned on the actual payment or collection if payment is made by check or draft.

Contractor further understand that this Final Bills Paid Affidavit is being given pursuant to and in accordance with Sections 53.085 and 53.259 of the Texas Property Code and that the intentional, knowing, or reckless making of a false or misleading statement in this Affidavit constitutes an offense under said Section and is a Class A misdemeanor.

Contractor hereby indemnifies and holds harmless Owner/Administrator from any and all claims, demands or causes of action, and any costs, expenses, and attorney's fees incurred in connection therewith, arising from or connected with, the statements and representations contained herein."

EXECUTED this 6 day of Sept, 20 16.

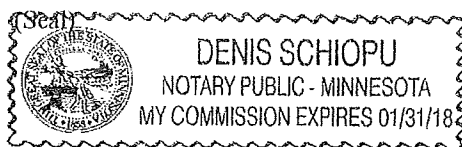
Concrete Idea Inc.
[Name of Contractor Company]

By:
Printed Name: Trent Gundersen
Title: Trent Gundersen

Notary's Acknowledgement

Before me, the undersigned authority, on this day personally appeared
who first being duly sworn by me to be the person whose name is subscribed to the foregoing Final Bills Paid Affidavit,
acknowledged that he/she has the authority to make this Final Bills Paid Affidavit, and further acknowledged to me that he/
she executed the same for the purpose and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 6 day of Sept, 2016.



D Schiopu
Notary Public, State of ~~Texas~~ Minnesota
My commission expires 01/31/18

CONTRACTOR'S FINAL RELEASE AND WAIVER OF LIEN

Project/ Owner

Contractor

Project: Pederson Drive Pedestrian Improvements Name: Killmer Electric Co., Inc.Address: 478 Pederson DriveAddress: 5141 Lakeland Ave N

City State Zip Code

Crystal MN 55429

City State Zip Code

Contractor Licence: EA001003Owner: City of St. FrancisContract Date: 9/11/2012TO ALL WHOM IT MAY CONCERN:

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the undersigned Contractor hereby waives, discharges, and releases any and all liens, claims, and rights to liens against the above-mentioned project, and any and all other property owned by or the title to which is in the name of the above-referenced Owner and against any and all funds of the Owner appropriated or available for the construction of said project, and any and all warrants drawn upon or issued against any such funds or monies, which the undersigned Contractor may have or may hereafter acquire or possess as a result of the furnishing of labor, materials, and/or equipment, and the performance of Work by the Contractor on or in connection with said project, whether under and pursuant to the above-mentioned contract between the Contractor and the Owner pertaining to said project or otherwise, and which said liens, claims or rights of lien may arise and exist.

The undersigned further hereby acknowledges that the sum of

Zero
Dollars (\$ 0) constitutes the entire unpaid balance due the undersigned in connection with said project whether under said contract or otherwise and that the payment of said sum to the Contractor will constitute payment in full and will fully satisfy any and all liens, claims, and demands which the Contractor may have or assert against the Owner in connection with said contract or project.

Dated this 14th day of December 20 16Killmer Electric Co., Inc.

Contractor

Witness to Signature:

Regina E. MadueBy: Brian F. BakkTitle: Brian F Bakk, CFO

Kristina Greeley

From: Concrete Idea Inc <concreteideainc@hotmail.com>
Sent: Tuesday, September 06, 2016 2:06 PM
To: Kelsey Waltz
Subject: Fwd: Your Recent Contractor Affidavit Request

Sent from my iPhone

Begin forwarded message:

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Date: September 6, 2016 at 1:59:28 PM CDT
To: <concreteideainc@hotmail.com>
Subject: **Your Recent Contractor Affidavit Request**

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-632-194-112
Submitted Date and Time:	6-Sep-2016 1:59:06 PM
Legal Name:	CONCRETE IDEA INC
Federal Employer ID:	41-2166984
User Who Submitted:	concrete123
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number: 1920155648

Minnesota ID: 7805254
Project Owner: ST. FRANCIS
Project Number: 235-101-002
Project Begin Date: 08-Sep-2013
Project End Date: 10-Oct-2013
Project Location: ST. FRANCIS
Project Amount: \$140,849.50
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are 8:00 a.m. - 4:30 p.m. Monday - Friday.

How to View and Print this Request

You can see copies of your requests by going to the History Tab.

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**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

4 E

TO: Joe Kohlmann, City Administrator
FROM: Darcy Mulvihill, Finance Director
SUBJECT: Bill List to be considered by Council
DATE: 01-12-2017

OVERVIEW:

Attached are the bills received since the last council meeting. Total checks to be written are \$137,031.06 plus any additional bills that are handed out on Tuesday night. There are 7 direct transfers totaling \$1,018,228.56 for Gridor and the city's debt service payments. Also to be approved are the December transfers totaling \$168,609.26.

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:

- 01-17-2017 Packet List
- 01-17-2017 Other Checks

CITY OF ST. FRANCIS
1/17/2017

Checks cut since last Council Meeting

Check Number	Check Date	Payee	Description	Amount
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TOTAL	<u>0.00</u>
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Disbursements via Debits to 4M Account

Payee	Description	Amount
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Gridor	Pay Request #18	155,571.00
Northland Trust	2007 Bond Payment	278,980.00
Northland Trust	2010 Bond Payment	84,690.63
Northland Trust	2013A Agent Fee	495.00
Northland Trust	2015A Bond Payments	72,080.00
Northland Trust	2016A Bond Payments	30,949.43
US Bank	2012 EDA Lease Revenue Payment	395,462.50

TOTAL	<u>1,018,228.56</u>
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Disbursements via Debits to Checking Account

Payee	Description	Amount
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	Federal Tax	Payroll	22,714.98
	PERA	Payroll	15,824.15
	VOYA	Payroll	1,105.00
	ICMA	Payroll	460.00
	State Tax	Payroll	4,546.68
	MSRS	Payroll	746.61
	Federal Tax	Payroll	2,130.12
	State Tax	Payroll	593.44
	MSRS	Payroll	2,760.58
	Cayan	CC Fees	2,463.88
	Visa	Visa Bill	10,657.12
	Cayan	CC Fees	39.90
	Federal Tax	Payroll	22,166.36
	PERA	Payroll	15,224.55
	VOYA	Payroll	1,105.00
	ICMA	Payroll	460.00
	State Tax	Payroll	4,404.40
	MSRS	Payroll	717.08
	Federal Tax	Payroll	1,059.80
	PERA	Payroll	540.00
	State Tax	Payroll	92.36
	Child support	Payroll	38.79
	Sales Tax	Sales Tax	16,456.00
	Federal Tax	Payroll	20,087.19
	PERA	Payroll	15,605.29
	VOYA	Payroll	1,105.00
	ICMA	Payroll	460.00
	State Tax	Payroll	3,926.28
	MSRS	Payroll	713.85
	Village Bank	Bank Fees	73.65
	PSN	CC Fees	331.20
TOTAL			<u>168,609.26</u>



01/12/2017 12:46 pm

PAYMENT BATCH AP 01-17-17

ACE SOLID WASTE, INC.

01/01/2017	2412113	E 101-42110-384	Refuse/Garbage Disposal	GARBAGE	71.31
01/01/2017	2412113	E 101-42210-384	Refuse/Garbage Disposal	GARBAGE	38.56
01/01/2017	2412113	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	49.97
01/01/2017	2412113	E 101-43100-384	Refuse/Garbage Disposal	GARBAGE	17.82
01/01/2017	2412113	E 101-43210-384	Refuse/Garbage Disposal	GARBAGE	47.08
01/01/2017	2412113	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	17.83
01/01/2017	2412113	E 101-45200-384	Refuse/Garbage Disposal	GARBAGE	49.97
01/01/2017	2412113	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	71.38
01/01/2017	2412113	E 601-49440-384	Refuse/Garbage Disposal	GARBAGE	17.83
01/01/2017	2412113	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	71.38
01/01/2017	2412113	E 602-49490-384	Refuse/Garbage Disposal	GARBAGE	17.83
01/01/2017	2412113	E 609-49750-384	Refuse/Garbage Disposal	GARBAGE	153.35
					<u>\$624.31</u>

AIRGAS NORTH CENTRAL

12/31/2016	9941474472	E 101-43100-217	Other Operating Supplies	CYL RENTAL	11.46
12/31/2016	9941474472	E 101-43210-217	Other Operating Supplies	CYL RENTAL	11.46
12/31/2016	9941474472	E 101-45200-217	Other Operating Supplies	CYL RENTAL	11.46
12/31/2016	9941474472	E 601-49440-217	Other Operating Supplies	CYL RENTAL	11.46
12/31/2016	9941474472	E 602-49490-217	Other Operating Supplies	CYL RENTAL	11.48
					<u>\$57.32</u>

ALWAYS BRIGHT LIGHTS LTD

01/09/2017	613	E 101-45200-311	Contract	HOLIDAY DECO BANNERS	450.00
					<u>\$450.00</u>

ANOKA COUNTY CENTRAL COMM.

12/29/2016	2016-347	E 101-42110-321	Telephone	WIRELESS 4G	214.59
					<u>\$214.59</u>

ANOKA COUNTY FIRE PROTECTION C

01/01/2017	16-049	E 101-42210-433	Dues and Subscriptions	2017 MEMBERSHIP DUES	420.00
					<u>\$420.00</u>

ANOKA COUNTY SHERIFF

01/01/2017	.0117	E 101-42110-441	Miscellaneous	2017 YEARLY DUES	140.00
					<u>\$140.00</u>

ANOKA COUNTY TREASURY DEPT.

01/03/2017	B170103P	E 101-42110-321	Telephone	BROADBAND	37.50
01/03/2017	B170103P	E 101-42210-321	Telephone	BROADBAND	37.50
01/03/2017	B170103P	E 101-43100-321	Telephone	BROADBAND	37.50
01/03/2017	B170103P	E 101-45200-321	Telephone	BROADBAND	37.50
01/03/2017	B170103P	E 601-49440-321	Telephone	BROADBAND	37.50
01/03/2017	B170103P	E 602-49490-321	Telephone	BROADBAND	37.50
					<u>\$225.00</u>

ARTISAN BEER COMPANY

12/12/2016	368454	E 609-49751-252	Beer For Resale	BEER	(7.98)
12/21/2016	3147176	E 609-49751-252	Beer For Resale	BEER	168.00
					<u>\$160.02</u>

ASPEN MILLS

12/30/2016	191994	E 101-42210-437	Uniform Allowance	UNIFORM PANT - JOHNSON	52.95
					<u>\$52.95</u>

BGS (BARNA GUZY)

12/31/2016	167169	E 101-41600-304	Civil Legal Fees	MUNICIPAL	1,900.00
12/31/2016	167173	E 101-41600-304	Civil Legal Fees	MEADOWS PURCHASE	52.00
12/31/2016	167319	E 101-41600-304	Civil Legal Fees	PROSECUTION	5,000.00
12/31/2016	167406	G 803-22139	Esc-Rum River Terrace	RUM RIVER TERACE	28.00
					<u>\$6,980.00</u>

BRAUN INTERTEC CORPORATION

12/16/2017	B080617	E 417-43100-314	Construction	PEDERON DR. IMPS	850.00
					<u>\$850.00</u>

BREAKTHRU BEVERAGE

12/22/2016	1080572030	E 609-49751-206	Freight and Fuel Charges	FREIGHT	85.80
12/22/2016	1080572030	E 609-49751-251	Liquor For Resale	LIQUOR	6,736.55
12/22/2016	1080572030	E 609-49751-253	Wine For Resale	WINE	128.00
12/29/2016	1080575305	E 609-49751-206	Freight and Fuel Charges	FREIGHT	26.19
12/29/2016	1080575305	E 609-49751-251	Liquor For Resale	LIQUOR	1,514.99
12/29/2016	1080575305	E 609-49751-253	Wine For Resale	WINE	219.33
12/13/2017	2080157491	E 609-49751-251	Liquor For Resale	LIQUOR	(15.25)
					<u>\$8,695.61</u>

BUREAU OF CRIM APPREHENSION

12/31/2016	00000370007	E 101-42110-311	Contract	CDJN ACCESS	270.00
					<u>\$270.00</u>

CDW GOVERNMENT, INC.

01/06/2017	GLV5891	E 101-41110-441	Miscellaneous	COUNCEL IPADS	1,532.16
					<u>\$1,532.16</u>

CEDAR CREEK BAKING COMPANY

01/03/2017	.0117	E 101-41110-441	Miscellaneous	1/2 SHEET CAKE	35.00
					<u>\$35.00</u>

CONCRETE IDEA, INC

12/26/2016	.0117	G 226-20600	Contracts Payable	FINAL PAYMENT - PED IMPS	3,521.24
					<u>\$3,521.24</u>

CORPORATE CONNECTION

12/29/2016	44144	E 101-41110-441	Miscellaneous	NEW COUNCIL SHIRTS	60.03
					<u>\$60.03</u>

COUNTY MARKET - CITY ACCOUNT

01/02/2017	.012017	E 101-42210-212	Motor Fuels	FUEL	214.48
01/02/2017	.012017	E 101-42210-217	Other Operating Supplies	SUPPLIES	25.78
					<u>\$240.26</u>

COURIER, THE

01/09/2017	89512	E 101-43210-439	Recycling Days	RECYCLE AD	80.00
					<u>\$80.00</u>

CRYSTAL SPRINGS ICE

01/03/2017	003.B002573	E 609-49751-254	Miscellaneous Merchandise	MISC	147.96
					<u>\$147.96</u>

DAHLHEIMER DIST. CO. INC.

12/29/2016	137485	E 609-49751-252	Beer For Resale	BEER	7,620.45
12/29/2016	137485	E 609-49751-254	Miscellaneous Merchandise	MISC	42.00
12/29/2016	137485	E 609-49751-255	N/A Products	NA	25.10
01/05/2017	137787	E 609-49751-252	Beer For Resale	BEER	3,481.25
					<u>\$11,168.80</u>

DEHN OIL

12/14/2016	50304	E 101-42110-212	Motor Fuels	DIESEL FUEL	344.00
12/14/2016	50304	E 101-43100-212	Motor Fuels	DIESEL FUEL	344.00
12/14/2016	50304	E 101-45200-212	Motor Fuels	DIESEL FUEL	344.00
12/14/2016	50304	E 601-49440-212	Motor Fuels	DIESEL FUEL	344.00
12/14/2016	50304	E 602-49490-212	Motor Fuels	DIESEL FUEL	344.00

					\$1,720.00
EHLERS & ASSOCIATES					
01/09/2017	1895592-9851116	E 101-41910-208	Training and Instruction	TRAINING-THUNSTROM	285.00
					\$285.00
FBI-LEEDA					
01/04/2017	200003935	E 101-42110-208	Training and Instruction	TRAINING - ALLEN	650.00
					\$650.00
FREEDOM SERVICES, INC.-FD					
01/06/2017	14420	G 101-21706	Flex Account	FLEX - FEB	675.00
					\$675.00
FREEDOM SERVICES, INC.-MA					
01/06/2017	14421	E 101-41540-301	Auditing and Acct g Services	Admin Fee	79.60
					\$79.60
G&K SERVICES, INC					
12/27/2016	1043657095	E 609-49750-219	Rug Maintenance	RUGS	11.23
01/05/2017	1043662804	E 601-49440-417	Uniform Clothing & PPE	RUGS	4.90
01/05/2017	1043662804	E 602-49490-417	Uniform Clothing & PPE	RUGS	4.90
01/10/2017	1043668491	E 601-49440-417	Uniform Clothing & PPE	UNIFORM MAINT	4.90
01/10/2017	1043668491	E 602-49490-417	Uniform Clothing & PPE	UNIFORM MAINT	4.90
					\$30.83
GOPHER STATE ONE-CALL					
12/31/2016	6120735	E 601-49440-442	Gopher State	19 BILLABLE TICKETS	12.83
12/31/2016	6120735	E 602-49490-442	Gopher State	19 BILLABLE TICKETS	12.82
					\$25.65
GRANITE CITY JOBBING CO.					
12/27/2016	32574	E 609-49750-210	Operating Supplies	OPERATING	77.26
12/27/2016	32574	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.25
12/27/2016	32574	E 609-49751-256	Tobacco Products For Resale	TOBACCO	577.57
					\$659.08
HACH COMPANY					
12/19/2016	10240594	E 601-49440-217	Other Operating Supplies	SENSOR CAP	138.79
					\$138.79
HAWKINS, INC.					
01/03/2017	4004883	E 602-49490-216	Chemicals and Chem Products	CHLORIDE	3,359.13
					\$3,359.13
HOISINGTON KOEGLER GROUP, INC					
01/08/2017	016-043-6	E 101-41910-318	Economic Development	DOWNTOWN PLANNING	13,720.14
					\$13,720.14
INNOVATIVE OFFICE SOLUTIONS, L					
12/28/2016	IN1443560	E 101-42110-200	Office Supplies	OFFICE SUPPLIES-	67.30
12/28/2016	IN1443560	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	29.43
12/29/2016	IN1446747	E 101-41400-200	Office Supplies	OFFICE SUPPLIES	27.15
12/29/2016	IN1446748	E 101-42110-200	Office Supplies	OFFICE SUPPLIES	81.14
12/29/2016	IN1446748	E 101-43100-200	Office Supplies	OFFICE SUPPLIES	57.14
					\$262.16
ISD #15					
01/12/2017	2887	E 602-49490-221	Vehicle Repair & Maintenance	2007 DODGE R3500 HD	951.99
					\$951.99
JEFFERSON FIRE & SAFETY INC.					
12/31/2016	233307	E 101-42210-237	Small Equipment	THERMAL IMAGING CAMERA KIT	1,645.00
					\$1,645.00
JJ TAYLOR DISTRIBUTING					
12/28/2016	2615968	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
12/28/2016	2615968	E 609-49751-252	Beer For Resale	BEER	492.23

12/28/2016	2615968	E 609-49751-255	N/A Products	NA	43.80
01/04/2017	2615996	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.00
01/04/2017	2615996	E 609-49751-252	Beer For Resale	BEER	675.90
					\$1,217.93

JOHNSON BROS WHLSE LIQUOR

12/21/2016	5616103	E 609-49751-206	Freight and Fuel Charges	FREIGHT	47.12
12/21/2016	5616103	E 609-49751-251	Liquor For Resale	LIQUOR	3,760.75
12/21/2016	5616104	E 609-49751-206	Freight and Fuel Charges	FREIGHT	24.32
12/21/2016	5616104	E 609-49751-253	Wine For Resale	WINE	993.45
12/28/2016	5621475	E 609-49751-206	Freight and Fuel Charges	FREIGHT	47.13
12/28/2016	5621475	E 609-49751-251	Liquor For Resale	LIQUOR	2,253.50
12/28/2016	5621476	E 609-49751-206	Freight and Fuel Charges	FREIGHT	88.17
12/28/2016	5621476	E 609-49751-253	Wine For Resale	WINE	3,506.85
12/30/2016	608369	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(4.56)
12/30/2016	608369	E 609-49751-251	Liquor For Resale	LIQUOR	(432.00)
12/30/2016	608370	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.52)
12/30/2016	608370	E 609-49751-253	Wine For Resale	WINE	(88.00)
01/04/2017	5626561	E 609-49751-206	Freight and Fuel Charges	FREIGHT	19.76
01/04/2017	5626561	E 609-49751-251	Liquor For Resale	LIQUOR	1,318.95
01/04/2017	5626562	E 609-49751-206	Freight and Fuel Charges	FREIGHT	4.56
01/04/2017	5626562	E 609-49751-253	Wine For Resale	WINE	177.10
					\$11,715.58

KODIAK POWER SYSTEMS

01/09/2017	KPS0060	E 602-49490-228	Equipment Maintenance	PARTS & LABOR	506.46
					\$506.46

LEAGUE OF MN CITIES

01/11/2017	249174	E 101-41400-433	Dues and Subscriptions	Annual membership	650.00
					\$650.00

MCDONALD DIST CO.

12/22/2016	333803	E 609-49751-252	Beer For Resale	BEER	8,507.65
12/22/2016	333803	E 609-49751-254	Miscellaneous Merchandise	MISC	36.00
12/22/2016	333803	E 609-49751-255	N/A Products	NA	76.25
12/29/2016	335775	E 609-49751-252	Beer For Resale	BEER	7,675.70
12/29/2016	335775	E 609-49751-254	Miscellaneous Merchandise	MISC	72.00
12/29/2016	335775	E 609-49751-255	N/A Products	NA	40.90
01/05/2017	337727	E 609-49751-252	Beer For Resale	BEER	4,040.50
					\$20,449.00

MEDIATION SERVICES

12/29/2016	.0117	E 101-41400-433	Dues and Subscriptions	Annual contribution	794.00
					\$794.00

MEDTOX LABORATORIES, INC.

12/31/2016	12201695907	E 101-43100-441	Miscellaneous	MED TESTING	20.56
12/31/2016	12201695907	E 101-45200-441	Miscellaneous	MED TESTING	20.56
12/31/2016	12201695907	E 601-49440-441	Miscellaneous	MED TESTING	20.56
12/31/2016	12201695907	E 602-49490-441	Miscellaneous	MED TESTING	20.56
					\$82.24

MIDCONTINENT COMMUNICATIONS

01/01/2017	.0117	E 101-41940-321	Telephone	CITY HALL	36.76
01/01/2017	.0117	E 101-42110-321	Telephone	Police	16.75
01/01/2017	.0117	E 101-43100-321	Telephone	Public Works	16.75
01/01/2017	.0117	E 601-49440-321	Telephone	WELL HOUSE	150.00
01/01/2017	.0117	E 601-49440-321	Telephone	WATER PLANT	150.00
01/01/2017	.0117	E 609-49750-321	Telephone	LIQUOR STORE	150.00
					\$520.26

MN PIPE & EQUIPMENT

12/22/2016	0372470	E 601-49440-229	Project Repair & Maintenance	SUPPLIES	138.10
01/09/2017	0372468	E 601-49440-229	Project Repair & Maintenance	PARTS	374.05
					\$512.15

MN SHERIFFS ASSOCIATION

01/05/2017	129800	E 101-42110-217	Other Operating Supplies	CONF 129800 PERMITS TO AQU	60.00
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					\$60.00
NORTH METRO TREE SERVICE INC.					
01/01/2017	.1117	E 101-45200-311	Contract	TREE REMOVAL	2,300.00
					\$2,300.00
NORTHLAND SECURITIES, INC					
01/03/2017	4700	G 803-22137	Esc-TCO-Assited Living Facility	TIF DISTRICT 2-1	2,600.00
01/09/2017	4749	E 101-41540-301	Auditing and Acct g Services	2016 CD REPORT	1,000.00
					\$3,600.00
NORTHWEST ASSOC. CONSULTANTS					
01/04/2017	22721	E 101-41910-311	Contract	CITY PROJECTS	977.50
					\$977.50
PACE ANALYTICAL SERVICES					
01/06/2017	171275134	E 602-49490-313	Sample Testing	SAMPLE TESTING	97.60
					\$97.60
PAUSTIS WINE COMPANY					
01/02/2017	8575339-IN	E 609-49751-206	Freight and Fuel Charges	FREIGHT	7.00
01/02/2017	8575339-IN	E 609-49751-253	Wine For Resale	WINE	393.72
					\$400.72
PERMITWORKS					
01/04/2017	2017-0005	E 101-42400-310	Computer Consulting Fees	PERMIT SOFTWARE	17,560.00
					\$17,560.00
PHILLIPS WINE & SPIRITS CO.					
12/21/2016	2093767	E 609-49751-206	Freight and Fuel Charges	FREIGHT	18.24
12/21/2016	2093767	E 609-49751-251	Liquor For Resale	LIQUOR	1,401.31
12/21/2016	2093768	E 609-49751-206	Freight and Fuel Charges	FREIGHT	76.00
12/21/2016	2093768	E 609-49751-253	Wine For Resale	WINE	1,509.50
12/28/2016	2097296	E 609-49751-206	Freight and Fuel Charges	FREIGHT	27.36
12/28/2016	2097296	E 609-49751-251	Liquor For Resale	LIQUOR	1,474.10
12/28/2016	2097297	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
12/28/2016	2097297	E 609-49751-253	Wine For Resale	WINE	187.90
12/30/2016	254646	E 609-49751-206	Freight and Fuel Charges	FREIGHT	(1.52)
12/30/2016	254646	E 609-49751-251	Liquor For Resale	LIQUOR	(49.00)
01/04/2017	2100577	E 609-49751-206	Freight and Fuel Charges	FREIGHT	13.68
01/04/2017	2100577	E 609-49751-251	Liquor For Resale	LIQUOR	1,126.69
01/04/2017	2100578	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.04
01/04/2017	2100578	E 609-49751-253	Wine For Resale	WINE	96.00
					\$5,886.34
QUILL CORPORATION					
12/21/2016	2849178	E 101-41400-200	Office Supplies	NAME PLATE	19.98
12/29/2016	3099729	E 101-41400-200	Office Supplies	NAME PLATE	19.98
					\$39.96
ROSEVILLE, CITY OF					
12/30/2016	0222402	E 101-41110-310	Computer Consulting Fees	IT SERVICES	74.81
12/30/2016	0222402	E 101-41400-310	Computer Consulting Fees	IT SERVICES	274.33
12/30/2016	0222402	E 101-42110-310	Computer Consulting Fees	IT SERVICES	336.68
12/30/2016	0222402	E 101-42210-310	Computer Consulting Fees	IT SERVICES	59.85
12/30/2016	0222402	E 101-42400-310	Computer Consulting Fees	IT SERVICES	12.54
12/30/2016	0222402	E 101-43100-310	Computer Consulting Fees	IT SERVICES	79.80
12/30/2016	0222402	E 101-45200-310	Computer Consulting Fees	IT SERVICES	104.74
12/30/2016	0222402	E 601-49440-310	Computer Consulting Fees	IT SERVICES	99.75
12/30/2016	0222402	E 602-49490-310	Computer Consulting Fees	IT SERVICES	99.75
12/30/2016	0222402	E 609-49750-310	Computer Consulting Fees	IT SERVICES	99.75
					\$1,242.00
ROYAL SUPPLY					
01/06/2017	20245	E 101-41940-210	Operating Supplies	SUPPLIES	70.71
01/06/2017	20245	E 101-42110-217	Other Operating Supplies	SUPPLIES	141.42
01/06/2017	20245	E 101-43100-217	Other Operating Supplies	SUPPLIES	70.71
01/06/2017	20245	E 101-45200-217	Other Operating Supplies	SUPPLIES	70.71
01/06/2017	20245	E 601-49440-217	Other Operating Supplies	SUPPLIES	70.71

01/06/2017	20245	E 602-49490-217	Other Operating Supplies	SUPPLIES	70.74
					<u>\$495.00</u>

SHRED RIGHT

10/04/2016	250835	E 101-43210-439	Recycling Days	SHRED EVENT	562.50
					<u>\$562.50</u>

SOUTHERN GLAZERS OF MN

12/22/2016	1490080	E 609-49751-206	Freight and Fuel Charges	FREIGHT	3.84
12/22/2016	1490080	E 609-49751-253	Wine For Resale	WINE	240.00
12/29/2016	1492857	E 609-49751-206	Freight and Fuel Charges	FREIGHT	35.84
12/29/2016	1492857	E 609-49751-253	Wine For Resale	WINE	992.00
12/29/2016	1492858	E 609-49751-206	Freight and Fuel Charges	FREIGHT	15.25
12/29/2016	1492858	E 609-49751-251	Liquor For Resale	LIQUOR	1,371.24
01/05/2017	1495255	E 609-49751-206	Freight and Fuel Charges	FREIGHT	5.12
01/05/2017	1495255	E 609-49751-251	Liquor For Resale	LIQUOR	508.40
01/21/2017	1490082	E 609-49751-206	Freight and Fuel Charges	FREIGHT	2.56
01/21/2017	1490082	E 609-49751-253	Wine For Resale	WINE	140.00
01/27/2017	1490081	E 609-49751-206	Freight and Fuel Charges	FREIGHT	20.69
01/27/2017	1490081	E 609-49751-251	Liquor For Resale	LIQUOR	2,655.00
					<u>\$5,989.94</u>

ST. FRANCIS AREA CHAMBER OF

01/09/2017	00816	E 609-49750-433	Dues and Subscriptions	2017 MEMBERSHIP DUES	150.00
					<u>\$150.00</u>

STERICYCLE, INC

01/01/2017	40067966	E 101-42110-311	Contract	MEDICAL WASTE	50.54
					<u>\$50.54</u>

TODAYS WINDOW FASHIONS

11/12/2016	8973	E 101-42110-401	Repairs/Maint Buildings	BLINDS	200.11
11/12/2016	8973	E 101-43100-401	Repairs/Maint Buildings	BLINDS	200.11
11/12/2016	8973	E 101-45200-401	Repairs/Maint Buildings	BLINDS	200.11
11/12/2016	8973	E 601-49440-401	Repairs/Maint Buildings	BLINDS	200.11
11/12/2016	8973	E 602-49490-401	Repairs/Maint Buildings	BLINDS	200.11
					<u>\$1,000.55</u>

VERIZON WIRELESS

12/26/2016	9777730744	E 601-49440-321	Telephone	MOBILE BROADBAND	43.17
					<u>\$43.17</u>

\$137,031.06

FUND SUMMARY

101 GENERAL FUND	\$55,275.32
226 PEDERSON PATH FUND	\$3,521.24
417 2015-PEDERSON DRIVE	\$850.00
601 WATER FUND	\$1,890.04
602 SEWER FUND	\$5,811.15
609 MUNICIPAL LIQUOR FUND	\$67,055.31
803 ESCROW	\$2,628.00
Total	<u><u>137,031.06</u></u>

**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

6 A

TO: Joe Kohlmann, City Administrator
FROM: Kate Thunstrom, Community Development Director
SUBJECT: Master Redevelopment Plan – Progress update/Presentation
DATE: January 11, 2017

OVERVIEW:

In July, Council approved work to be completed for a Master Redevelopment Plan on the Hwy 47 and Bridge Street transportation corridors. This work was set in motion under a contract with the Hoisington Koeigler Group, Inc. (HKGi).

The purpose of the Plan is to identify a 25 year vision and guiding principles that will move the city forward in efforts of development and redevelopment. To date in the creation of the plan HKGi has mapped real property and collected demographic information. They have collected input through community engagement efforts including a resident workshop, an online survey and stakeholder interviews.

Through the collection and gathering of the data, they have identified key findings that will become important as we move forward. Additionally, a Vision has been identified that will describe not only the character of the City but the goals as it pertains to residents, workers and visitors.

ACTION TO BE CONSIDERED:

HKGi will be at that January 17th Council meeting to present information and answer questions in regards to a Draft Vision and Guiding principles.

BUDGET IMPLICATION:

None

Attachments: Memorandum from Kevin Clark, HKGi



MEMORANDUM

TO: St. Francis City Council, Planning Commission, and Economic Development Authority
FROM: Kevin Clarke, Hoisington Koegler Group Inc.
DATE: 11 January 2017
RE: St. Francis Forward Redevelopment Plan: Draft Vision and Guiding Principles

Overview:

The City of St. Francis and Hoisington Koegler Group Inc. are in the process of creating a redevelopment plan for areas along the Highway 47 / St. Francis Boulevard corridor, and along the Bridge Street corridor.

We are finalizing the “Strategic Assessment and Vision” phase of the process which will provide guidance as we move into the next phase of the project; the development of plan possibilities and concepts.

As part of the initial public outreach, there has been a public workshop with approximately 25 attendees, an online survey with 793 respondents, and interviews (either via phone, or in person) with 14 specific stakeholders. Based on this input, we have developed a Vision and set of Guiding Principles for the future of St. Francis’ main development corridors.

The Vision statement, while rooted in the history and present of St. Francis, is not necessarily focused on reflecting the current conditions. Rather it has an orientation toward the future, and represents a statement that someone might use fifteen years from now to describe St. Francis. Likewise, the Guiding Principles are the directions for how the City will get to the Vision. As new projects arise, the City can use the Guiding Principles as a measuring stick to decide if a particular project moves the city closer to the Vision. The Vision and Guiding Principles are written using the “first person” narrative to emphasize the fact that this is the community’s vision and not that of the consultants.

The following materials include a draft version of the Vision and Guiding Principles for the St. Francis Forward Redevelopment Plan to be reviewed with the St. Francis City Council, Planning Commission, and Economic Development Authority on January 17th, 2017.

Action to be Considered:

No formal action is needed at this time. This is intended to be a project update and a chance for elected and appointed officials to ask questions and discuss initial project findings.

DRAFT Vision and Guiding Principles

The 25 year vision for the core of St. Francis:

Our vision for St. Francis is an active small town on the Rum River, enjoying a high quality of life that meets the day to day needs of residents, workers, and visitors.

Our commercial districts are vibrant and bustling. Businesses are growing. Residents can buy gifts, groceries, and any number of day-to-day goods. Visitors and those passing through make it a point to stop in St. Francis on their way.

While our proximity to Minneapolis and St. Paul provides our residents access to a diversity of jobs and activities within the region, residents of St. Francis have options for a variety of jobs locally.

A full range of households enjoy living in St. Francis. Families, empty nesters, and senior citizens can gather, learn, celebrate, move safely and conveniently around town, and obtain the services they need.

Guiding Principles:

Character/Form

We will create buildings and public spaces that contribute to a high quality small town character and the sense that St. Francis is an important local destination.

- Promote a vibrant and bustling downtown in St. Francis
- Utilize the river for identity and as a destination for activities
- Coordinate with the school district to strengthen St. Francis' identity and welcoming nature
- Create new landmarks/gateways to welcome people to St. Francis
- Enhance the image of St. Francis
- Strengthen and establish community locations (including parks, community centers, and privately owned "third places")
- Maintain the small town feel that many residents appreciate
- Improve wayfinding to help people navigate St. Francis

Business

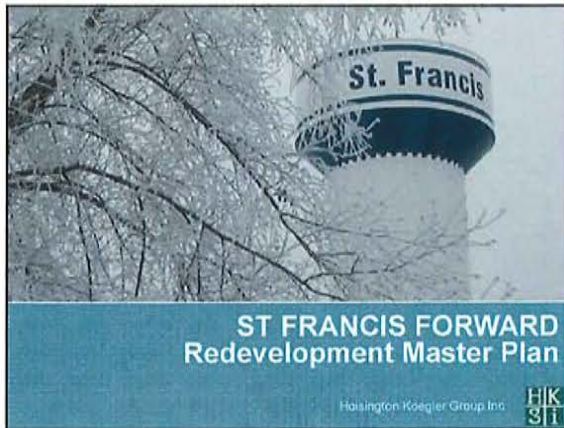
We will support and help expand the business community in St. Francis. We recognize the role that businesses play in building our job base and improving quality of life. We will support and pursue businesses that make St. Francis a better community, by providing employment or goods or services desired by residents and visitors.

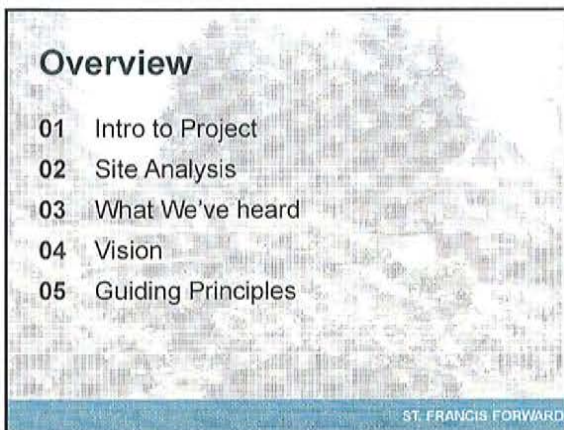
- Pursue new businesses that enhance quality of life, by providing jobs or desired goods or services
- Create a business-friendly environment, balancing taxes and fees and making it attractive to establish and sustain businesses in St. Francis
- Expand the community's tax base and support new development
- Help redevelop underutilized locations and those in need of revitalization
- Emphasize and support "home grown" businesses and create a culture of entrepreneurship
- Pursue opportunities to provide desired goods and services for residents and visitors to St. Francis

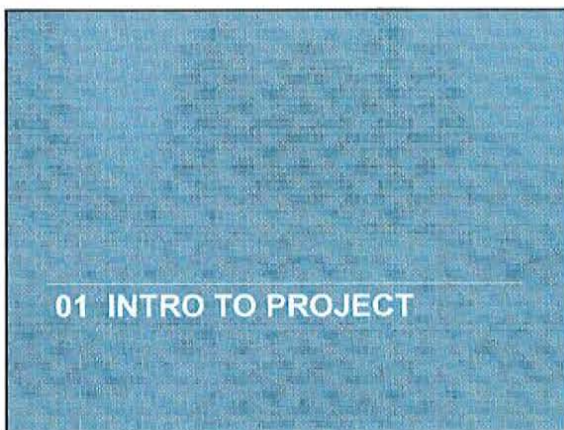
Infrastructure

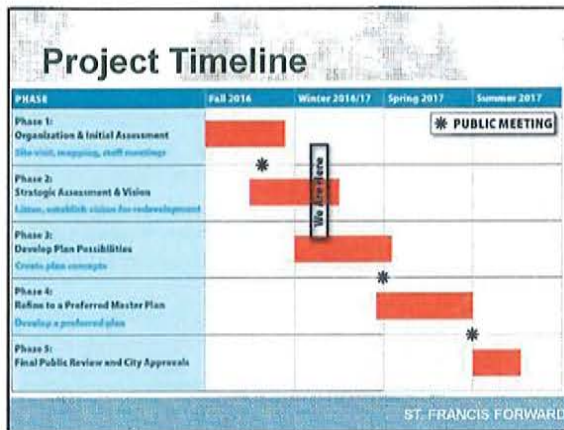
We will strategically invest in infrastructure, in order to provide the greatest returns on this investment in supporting the viability and long term sustainability of businesses and the overall quality of life in St. Francis.

- Improve all modes of connectivity, including roads but also trails and sidewalks
- Connect Bridge Street to Highway 47 (through street connections, trails, and signage and wayfinding)
- Provide infrastructure to serve existing and new development (water, sewer, etc.) efficiently as possible
- Manage traffic to provide for the safety of people driving, bicycling, and walking
- Manage the speed of traffic flowing through St. Francis, to enhance the viability of retail shops and restaurants along the main arterials, by coordinating with the responsible agencies.
- Provide sufficient access to development parcels (new, or existing)









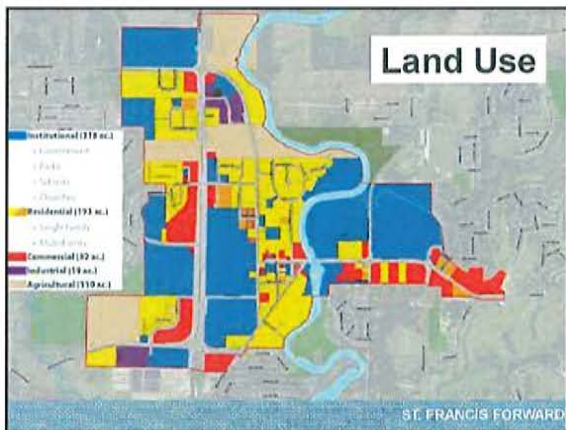
Project Purpose

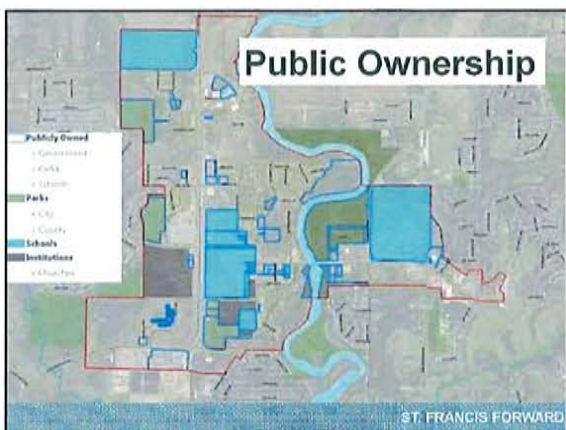
- **Develop strategies for underutilized properties in St. Francis**
Guide future public and private investments
- **Support business and property owners in St. Francis**
Take policy actions to improve the business and real estate climate in St. Francis
- **Opportunities to improve quality of life for St. Francis residents**
Targeted improvements to public infrastructure and places
Additional commercial and job opportunities

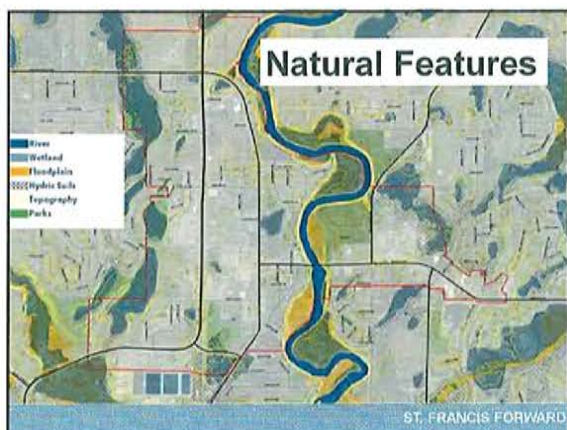
ST. FRANCIS FORWARD

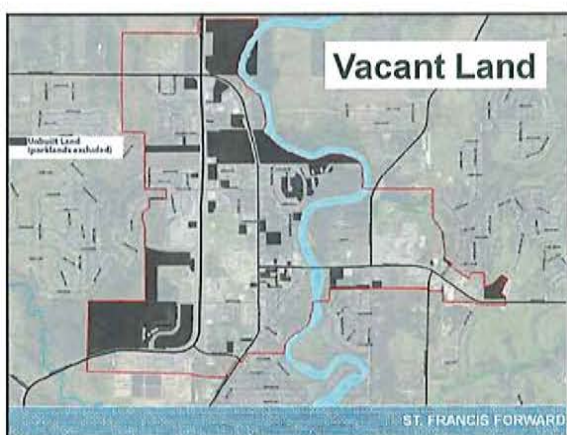
02 SITE ANALYSIS

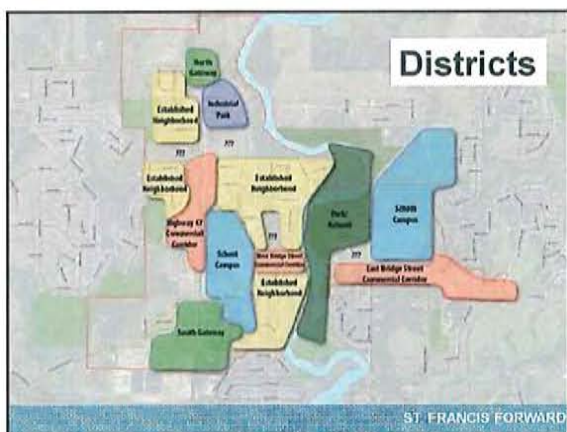














Demographics

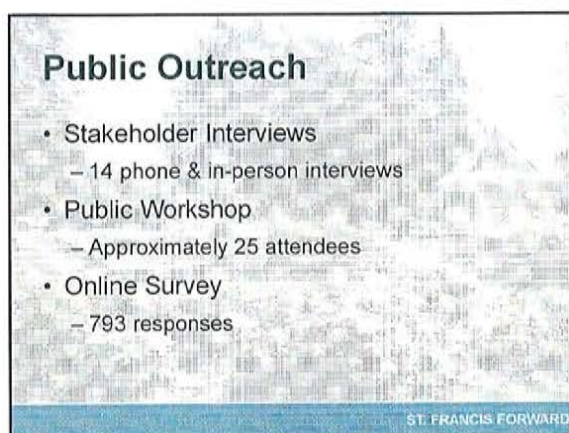
Metropolitan Council Projections:

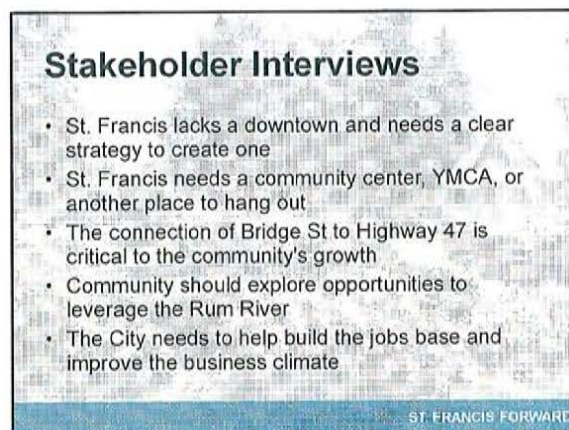
- Population growing from 7,218 in 2010 to 10,400 in 2030
3,182 new residents
- Households growing from 2,520 in 2010 to 4,100 in 2030
1,580 new households
- Jobs growing from 1,537 in 2010 to 2,550 in 2030
1,013 new jobs
- City is projecting approximately 1,000 new residents by 2030

Land Use Implications

By 2030	Conservative Estimates		High Growth Estimates	
Residential	Pop.	HH.	Pop.	HH.
	1,000	400	3,182	1,580
All Single Family (3du/a)	~135 ac.		~525 ac.	
All Townhomes (10du/a)	~40 ac.		~160 ac.	
All Apartments (20du/a)	~20 ac.		~80 ac.	
Jobs	350 Jobs		1,013 Jobs	
All Industrial (1/500 SF @ 2FAR)	~20 ac.		~60 ac.	
All Office/Retail (1/250 SF @ 3FAR)	~7 ac.		~20 ac.	







Public Workshop

- Participants would like to see more places to eat, hang out, shop, and work
- Desire to see a senior center, coffee shop, gathering places, and a variety of restaurants and shops
- Would like to see a stop light, safety improvements, and development of vacant lands along Highway 47
- Envision the river as a focal point for amenities
- City needs to improve communications with citizens and business community, and provide training and financing for businesses

ST. FRANCIS FORWARD

Online Survey

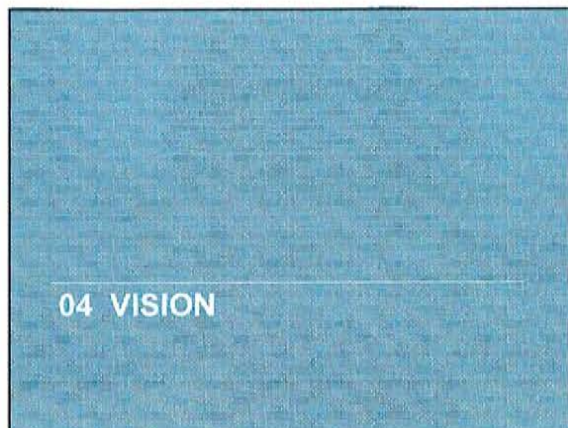
- Bridge St: Would like more places to shop & eat, activities along the river, and more gathering places
- Highway 47: Would like a variety of suburban retail stores, hotel
- Example Communities: Elk River, Cambridge, Isanti, Princeton
- City needs to be more proactive in business recruitment / economic development

ST. FRANCIS FORWARD

Overall Key Findings

- Leverage the river to support downtown and provide amenities
- Develop community gathering places and places to hang out
- Find a way to extend Bridge St to Highway 47
- Proactively pursue economic development & job creation
- Create a Main Street / small town feel along Bridge Street

ST. FRANCIS FORWARD



What is a Vision Statement?

- Rooted in St. Francis' past and present
- Forward thinking
- Based on analysis and public input
- **A target for what the City should become**
- A standard for evaluating projects, proposals, and ideas moving forward

ST. FRANCIS FORWARD

Why a Vision Statement?

St. Francis in 1990:

- 26 years ago, the population of St. Francis was about 2,500. Today it is 3 times that.
- Over that same period, the number of jobs in St. Francis nearly doubled from 793 to 1,486.
- What do you want to be in 2040? And how do you get there?

ST. FRANCIS FORWARD

Vision Statement

"St. Francis is an active small town on the Rum River, enjoying a high quality of life that meets the day to day needs of residents, workers, and visitors."

ST. FRANCIS FORWARD

Vision Statement

*Our commercial districts are vibrant and bustling. Businesses are growing. Residents can buy gifts, groceries, and any number of **day-to-day goods**. Visitors and those passing through make it a point to **stop in St. Francis** on their way.*

ST. FRANCIS FORWARD

Vision Statement

*While our proximity to Minneapolis and St. Paul provides our residents access to a diversity of jobs and activities within the region, residents of St. Francis have options for a **variety of jobs locally**.*

ST. FRANCIS FORWARD

Vision Statement

A **full range of households** enjoy living in St. Francis. Young families, empty nesters, and senior citizens can gather, learn, celebrate, move safely and conveniently around town, and obtain the services they need.

ST. FRANCIS FORWARD

05 GUIDING PRINCIPLES

What are Guiding Principles?

- Actions now, looking to the future
- Based on analysis and public input
- **Directions for how the City gets to the Vision Statement**
- A standard for evaluating projects, proposals, and ideas moving forward

ST. FRANCIS FORWARD

Guiding Principles

Character and Form

*We will create buildings and public spaces that contribute to a high quality small town character and the sense that St. Francis is an **important local destination**.*

ST. FRANCIS FORWARD

Guiding Principles

Character and Form

- Vibrant and bustling downtown
- Utilize the river
- Coordinate with the schools
- New landmarks/gateways
- Enhance the image
- Community locations
- Small town feel
- Wayfinding



ST. FRANCIS FORWARD

Guiding Principles

Business and Development

*We will support and help expand the business community in St. Francis. We recognize the role that businesses play in **building our jobs base and improving quality of life**. We will support and pursue businesses that make St. Francis a better community, by providing employment, or goods or services desired by residents and visitors.*

ST. FRANCIS FORWARD

Guiding Principles

Business and Development

- Businesses that enhance quality of life
- Business-friendly environment
- Expand tax base
- Redevelop underutilized locations
- "Home grown" businesses
- Provide desired goods and services



ST. FRANCIS FORWARD

Guiding Principles

Infrastructure

*We will **strategically invest** in infrastructure, in order to provide the greatest returns on this investment in supporting the viability and long term sustainability of businesses and the overall quality of life in St. Francis.*



ST. FRANCIS FORWARD

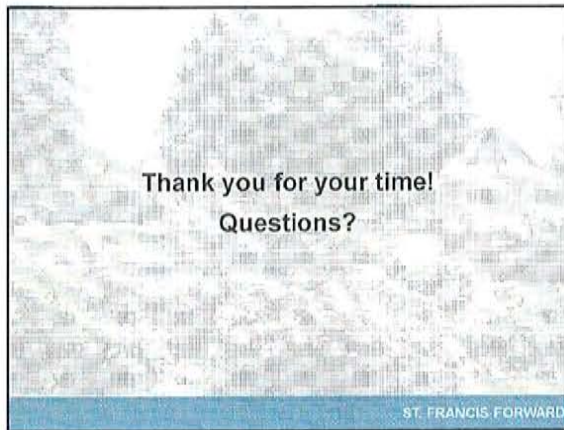
Guiding Principles

Infrastructure

- Roads, trails, and sidewalks
- Connect Bridge Street to Hwy 47
- Provide infrastructure efficiently
- Manage traffic
- Manage the speed of traffic
- Provide sufficient access



ST. FRANCIS FORWARD





**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

6 B

TO: Joe Kohlmann, City Administrator
FROM: Barb Held, City Clerk
SUBJECT: Upper Rum River Watershed Management Organization
DATE: January 12, 2017

OVERVIEW:

Lan Tornes, the City representative to the Upper Rum River Watershed Management Organization (URRWMO) will be attending the council meeting on Tuesday. He will update the council on what has happened over the last couple of years along with current activity. Lan will give a little history on why we are part of the Upper Rum River Watershed Management Organization and what it does for the City.

ACTION TO BE CONSIDERED:

No action is required.

BUDGET IMPLICATION:

Attached is the 2017 URRWMO's budget.

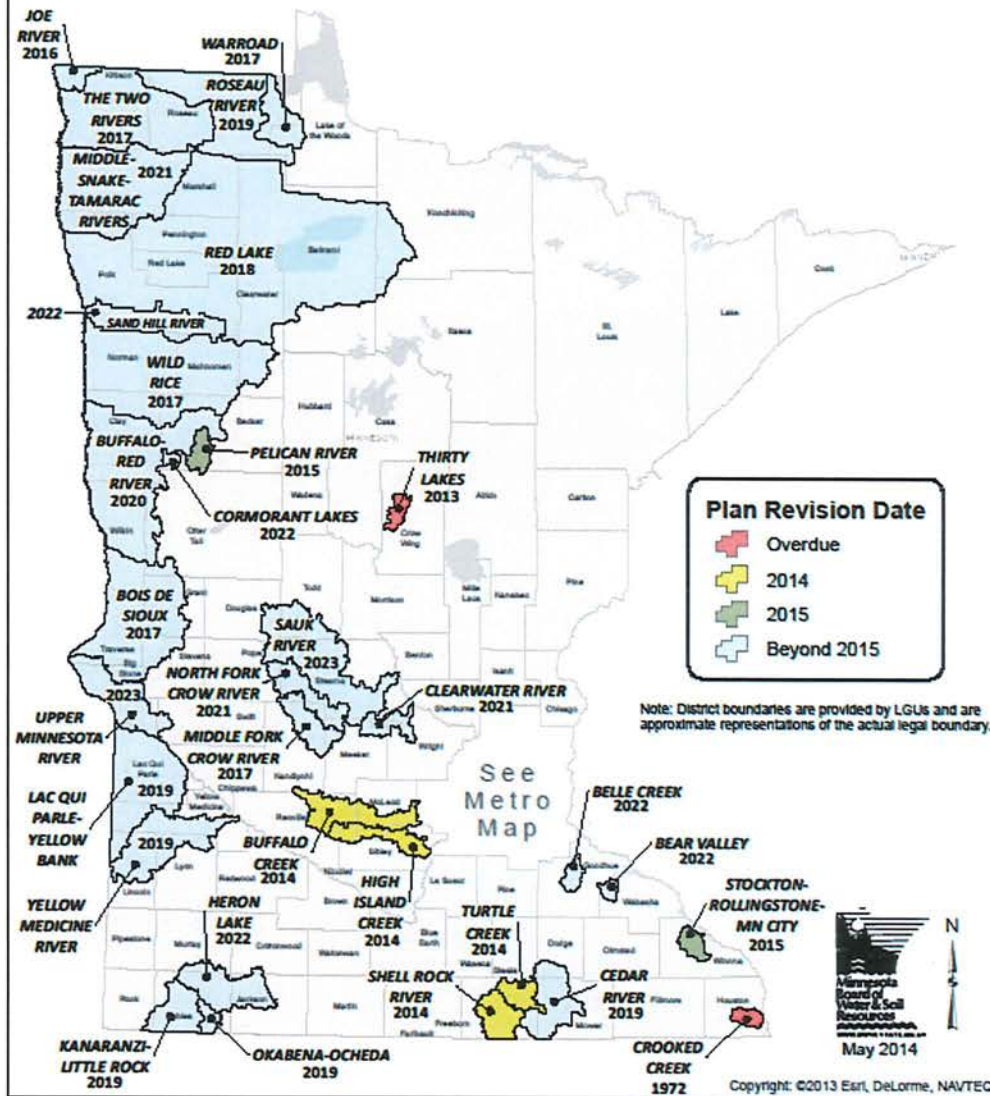
Attachments: Budget

**Upper Rum River
Watershed Management
Organization
(URRWMO)**

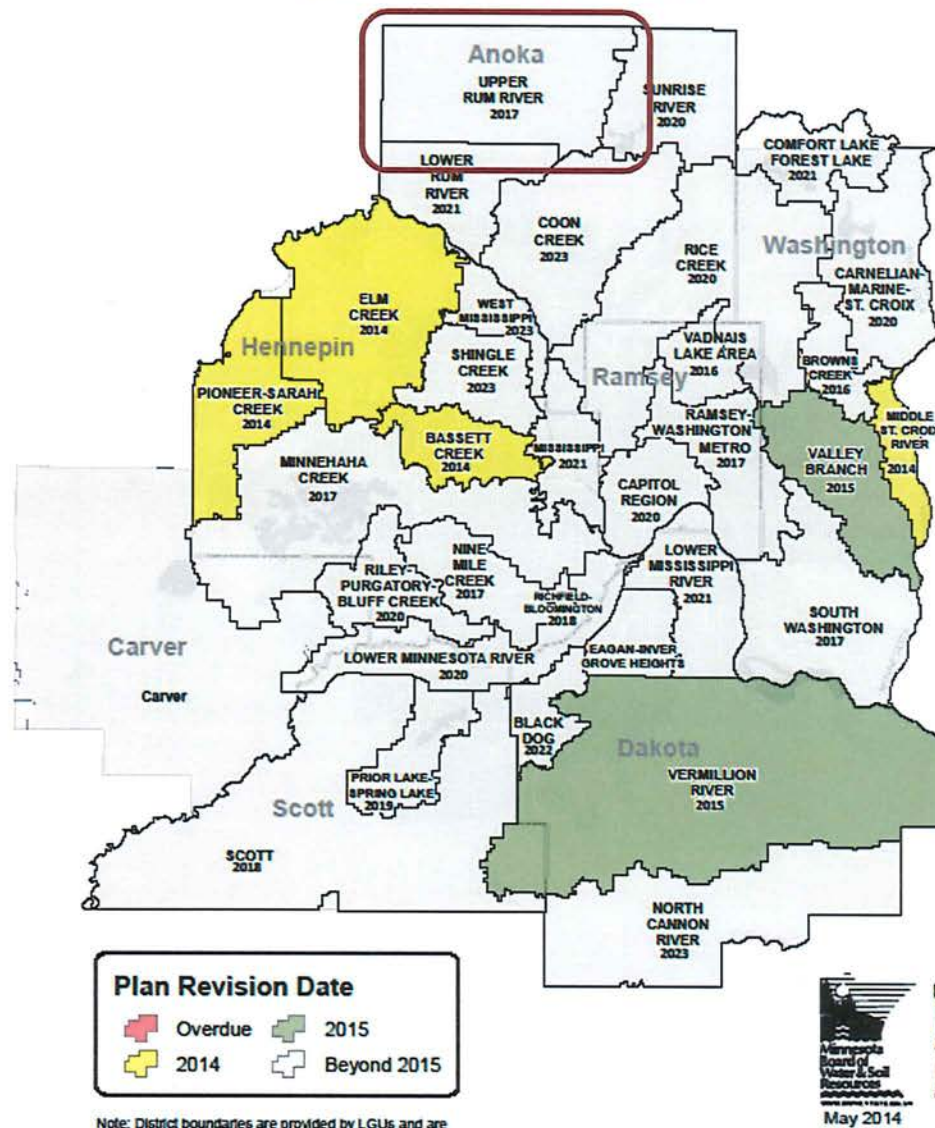
<http://www.urrwmo.org/>

**Lan Tornes – St. Francis City
Representative**

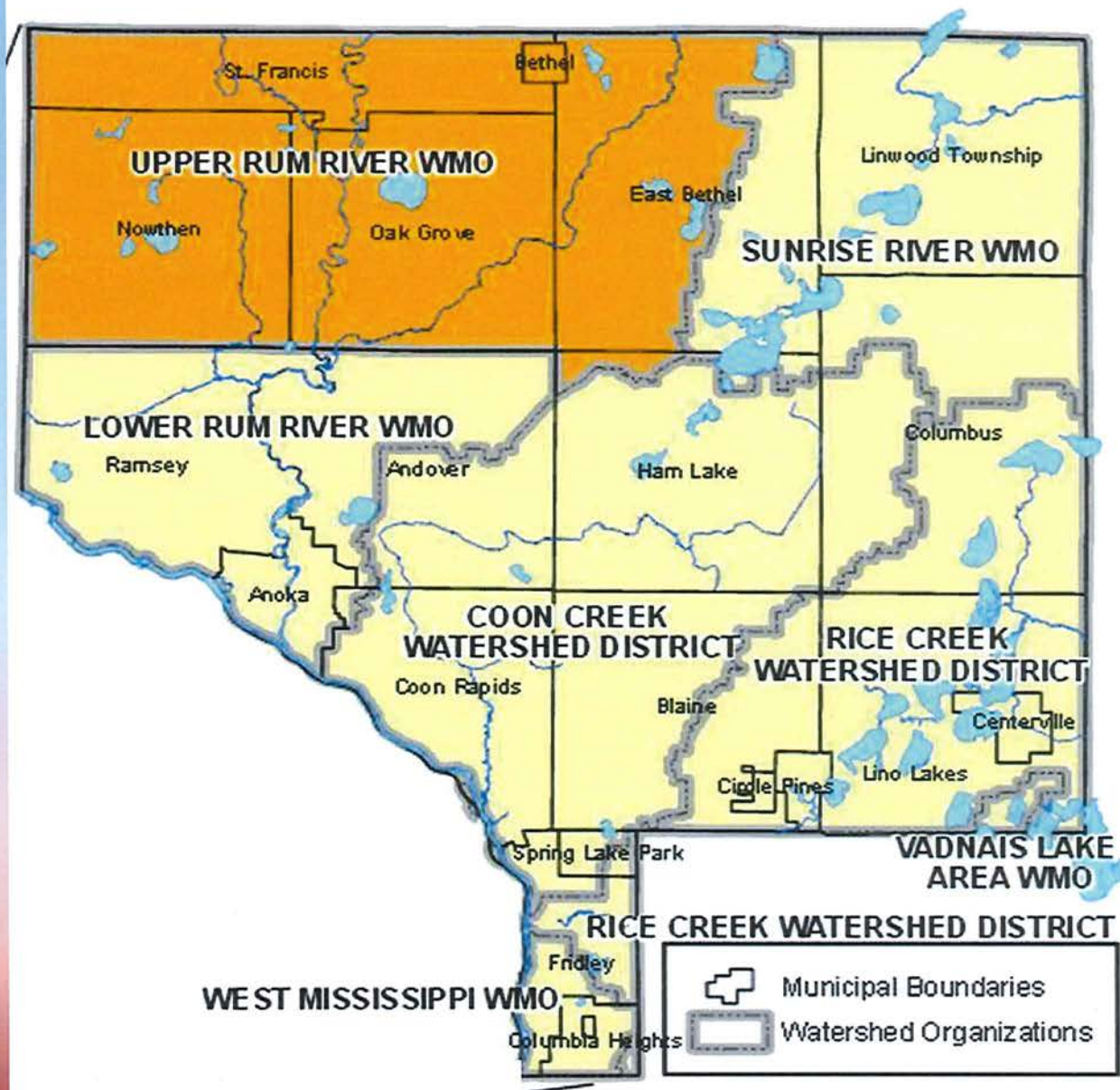
Outstate Watershed District Water Plan Revision Dates



Twin Cities Metropolitan Area Watershed District & Management Organization Water Plan Revision Dates



Anoka County



The WMO is governed by a Board of Commissioners that is comprised of 2 members appointed from each community by their respective City Councils. The Commission's purpose is set forth in Minnesota Statutes 103B.201, Metropolitan Surface Water Planning, which codified the Metropolitan Surface Water Management Act of 1982:

- (1) protect, preserve, and use natural surface and groundwater storage and retention systems;
- (2) minimize public capital expenditures needed to correct flooding and water quality problems;
- (3) identify and plan for means to effectively protect and improve surface and groundwater quality;
- (4) establish more uniform local policies and official controls for surface and groundwater management;
- (5) prevent erosion of soil into surface water systems;
- (6) promote groundwater recharge;
- (7) protect and enhance fish and wildlife habitat and water recreational facilities; and
- (8) secure the other benefits associated with the proper management of surface and groundwater.

The URRWMO seeks to maintain the quality of area lakes, rivers, streams, groundwater, and other water resources across municipal boundaries.

Resources of particular importance to the URRWMO include

- The Rum River,
- Seelye Brook,
- Ford Brook,
- Cedar Creek, and
- numerous ditches that drain to the Rum River.

This stretch of the Rum River is designated as a state Scenic and Recreational Waterway.

Lake George and East Twin Lakes, the primary recreation lakes in the watershed, are also of high priority, in addition to many smaller lakes and wetlands.

Rum River WRAPS

Watershed Restoration and Protection Strategy (MPCA and ACD)

The WRAPS work products will include:

1. Assessment of water quality in lakes, streams, and rivers that have not been previously monitored adequately.
2. Special investigations of water quality problems.
3. Total Maximum Daily Load (TMDL) plans to improve water quality wherever it does not meet state standards.
4. A WRAPS report that provides a plan for protection of good water quality where it exists.
5. Civic engagement and public outreach.

Thereafter, local agencies will implement projects to protect/improve water quality.

Ten-Year Watershed Management Plan; 4th Generation

<http://www.urrwmo.org/>
MSA Professional Services, Inc.

Table of Contents:

Executive Summary

Ch 1 – Introduction

Ch 2 – Inventory and Condition Assessment

Ch 3 – Assessment of Issues and Opportunities

Ch 4 – Goals and Actions

Ch 5 – Implementation Plan

Sixteen Tables

Sixteen Figures and Maps

Nearly 130 Pages

WMP Goals

Goal Area A. Water Quantity

- Protect against development related flooding
- Control increase in runoff volume from landlocked
- Control increase in peak runoff
- Prevent flooding as a result of new development
- Reduce flooding as a result of existing and new development

Goal Area B. Water Quality

- Protect water quality by enforcing stormwater quality treatment
- Identify sources of increasing phosphorus concentration in lakes and streams
- Conduct a WRAPS progress review every five years
- Use the WRAPS to identify high priority areas

Goal Area C. Wetlands

- Continue current responsibility as LGU for WCA
- Ensure protection of wetlands.

Goal Area D. Groundwater

- Protect the quantity and quality of groundwater resources.

WMP Goals – Cont.

Goal Area E. Drainage Systems

- Continue current Anoka County Highway Department jurisdiction over county ditches in the watershed.

Goal Area F. Reduce Erosion

- Prevent erosion of soil into surface water systems.

Goal Area G. Protect and Enhance Fish and Wildlife Habitat

- Prevent and control aquatic invasive species.
- Protect shoreline areas from development.

Goal Area H. Floodplain Management

- Prevent and minimize flood damage to existing and future development.

Goal Area I. Commission Operations and Programming

- Identify and operate within a sustainable funding level
- Foster implementation of watershed programs by seeking grant funds
- Operate a public education and outreach program
- Operate a monitoring program sufficient to characterize water quantity, water quality, and biotic integrity in the watersheds and to evaluate progress.

2017 URRWMO DRAFT Budget – 3.8.16

		Bethel	East Bethel	Ham Lake	Nowthen	Oak Grove	St. Francis
	Cost	<u>1.08%</u>	<u>24.21%</u>	<u>0.99%</u>	<u>23.66%</u>	<u>29.69%</u>	<u>20.37%</u>
ACD Work Recommendations							
Lake Level Monitoring - Lake George, East Twin Lake, Cooper Lake, Minard Lake	\$1,000.00	\$10.80	\$242.10	\$9.90	\$236.60	\$296.90	\$203.70
Lake Water Quality Monitoring – Lake George, East Twin Lake	\$3,500.00	\$37.80	\$847.35	\$34.65	\$828.10	\$1,039.15	\$712.95
Stream Water Quality Monitoring basic sites - Rum at CR24, Rum at CR7, Seelye Br at CR7, Cedar Cr at CR9, Ford Br at CR63	\$4,200.00	\$45.36	\$1,016.82	\$41.58	\$993.72	\$1,246.98	\$855.54
Biomonitoring	\$825.00	\$8.91	\$199.73	\$8.17	\$195.20	\$244.94	\$168.05
Reference Wetland Hydrology Monitoring - East Twin reference wetland, Lake George reference wetland, Cedar reference wetland	\$1,725.00	\$18.63	\$417.62	\$17.08	\$408.14	\$512.15	\$351.38
Website - Annual Operations (hosting \$110, domain name \$10, maintenance \$250, post minutes x 6 \$60, post agendas x 6 \$60)	\$508.00	\$5.49	\$122.99	\$5.03	\$120.19	\$150.83	\$103.48
URRWMO Annual Education							
Publication/Newsletter Article	\$500.00	\$5.40	\$121.05	\$4.95	\$118.30	\$148.45	\$101.85
Matching Fund for Future Grants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water Quality Cost Share Grant Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Annual Financial Report to State Auditor prepared by ACD	\$300.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Annual Report to BWSR prepared by ACD	\$700.00	\$116.67	\$116.67	\$116.67	\$116.67	\$116.67	\$116.67
10-year Watershed Management Plan	\$6,500	\$70.20	\$1,573.65	\$64.35	\$1,537.90	\$1,929.85	\$1,324.05
	\$19,758.00	\$369.25	\$4,707.98	\$352.37	\$4,604.81	\$5,735.92	\$3,987.67
ADMINISTRATIVE EXPENSES (Split equally six ways)		<u>Bethel</u>	<u>East Bethel</u>	<u>Ham Lake</u>	<u>Nowthen</u>	<u>Oak Grove</u>	<u>St. Francis</u>
Copies & Postage	\$25.00	\$4.17	\$4.17	\$4.17	\$4.17	\$4.17	\$4.17
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First 1/2 of budget due on or before January 1	\$11,650.00	\$479.79	\$2,649.16	\$471.35	\$2,597.57	\$3,163.14	\$2,289.00
Second 1/2 of budget due on or before July 1	\$11,650.00	\$479.78	\$2,649.17	\$471.35	\$2,597.58	\$3,163.13	\$2,289.00

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Questions?

<http://www.urrwmo.org/>

Lan Tornes
lantornes@gmail.com

2017 URRWMO DRAFT Budget – 3.8.16

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Previous Budgets

2015 Budget \$13,005 2011 Budget \$16,617
 2014 Budget \$13,005 2010 Budget \$18,185
 2013 Budget \$11,990 2009 Budget \$13,130



**CITY COUNCIL
AGENDA REPORT**

Agenda Item #:

New business #9A

TO: Honorable Mayor & Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Police Chief
DATE: 1-17-2016

OVERVIEW:

Chief Rehling left the City of St. Francis late last year. As a result, the City is in possession of his city owned and issued handgun. There has been interest expressed by people who have known him to purchase the handgun from the City.

The City is not a licensed firearms dealer however there is a local gun shop that is willing to purchase the handgun and facilitate selling to the interested party.

With that, the City must declare this as surplus property and adopt the attached Resolution in order to begin processing the disposal of this City owned property.

The City estimated a 15 year life on the Wilson Combat purchased in 2007 for **\$1,855.70**. The depreciated 9-year amount is **\$1,113.39** leaving an estimated value of **\$742.32**.

NOTE: it was difficult to pin down the exact value of the handgun and these estimates come from staff knowledgeable about the equipment.

ACTION TO BE CONSIDERED:

Adopt Resolution 2017-05 A RESOLUTION DECLARING SURPLUS PROPERTY AND AUTHORIZING THE DISPOSAL OF SAID PROPERTY.

Attached is Resolution 2017-05

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

RESOLUTION 2017-05

**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, the City purchased a Wilson Combat handgun in 2007 for police services for \$1,855.70; and

WHEREAS, the estimated useful life considering the handgun was used substantially in service is 15 years; and

WHEREAS, a straight-line depreciation leaves a value of the property remaining at \$742.31; 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
2007 Wilson Combat	\$742.31

ADOPTED BY THE CITY COUNCIL OF THE CITY OF ST. FRANCIS THIS 17th DAY OF JANUARY, 2017

APPROVED:

ATTEST:

Steven D. Feldman, Mayor

Barbara I. Held, City Clerk

**CITY COUNCIL
AGENDA REPORT**
Agenda Item #:
New Business #9B

TO: Honorable Mayor & Council
FROM: Joe Kohlmann, City Administrator
SUBJECT: Council Procedure at Regular Meetings
DATE: 1-17-2017

OVERVIEW:

The Economic Development Authority bylaws state that the EDA shall have five members appointed. With recent resignations and terms ending, there are currently two Councilmembers (Muehlbauer and Bauer) and a resident member (Brenda Pavelich-Beck).

The City received two applications for the EDA. Mike Rodgers and Sarah Udvig have submitted applications. *Attached are their applications.*

Since the EDA needs to have five members and there has been a vacant seat almost all of 2016, it seems that these applications fulfill the obligation of the EDA to have five active members.

It is up to Council to conduct interviews or accept and appoint the applicants. There was one other applicant that has since withdrawn his application. Otherwise, these are the only three applications the City has received in over a year.

ACTION TO BE CONSIDERED:

Consider a motion appointing Mike Rodgers and Sarah Udvig to the Economic Development Authority.

**CITY OF ST. FRANCIS
APPLICATION FOR COMMISSIONS-CITY COUNCIL VACANCY**☐ Planning Commission ☐ Park Commission ☐ Upper Rum River ☐ Charter Commission ☒ EDA☐ CITY COUNCIL VACANCY

1. Name: Sarah Udvig Home Phone: _____
Work Phone: _____
Email: _____2. Address: 3709 229th Ln NW, Apt 2 St. Francis 550703. How long have you lived in the City? 4 years4. Occupation: daycare provider Employer: self5. Education: (Please indicate highest grade completed or degree and course of study)
12th grade - high school diploma6. What skills do you have that you feel would benefit the City? I listen. I have the desire to help move our city forward. I'm willing & able to work with others.7. Why do you want to serve on this Commission/City Council?
EDA is essential to the growth of St. Francis. I care about the people and want to see positive growth for those who live here now & those coming. We need to continue listening to the businesses already here and help them be successful.8. What experience do you have that you feel would be pertinent to this Commission/City Council?
I have served as a County Unit Chair & Vice Chair of political groups. I also have relationships with officials in St. Paul that can help/benefit the City. I am able to work with others to find solutions & implement goals.9. What other civic activities are you involved in? I have been very politically active & have held many positions within these groups. I regularly attend Council & School board meetings10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on this Commission/City Council?
No11. Have you attended a Commission/City Council meeting within the past year? Yes If yes, please indicate the reason for attending:
To be informed on what is going on in our city & to hold elected officials accountable12. Have you served on any City Commission/Council or board in the past? No If yes, please indicate the Commission and the date of service:

_____Signature: Sarah R UdvigDate: 1-9-17

**CITY OF ST. FRANCIS
APPLICATION FOR COMMISSIONS-CITY COUNCIL VACANCY**

☐ Planning Commission ☐ Park Commission ☐ Upper Rum River ☐ Charter Commission ☒ EDA

☐ CITY COUNCIL VACANCY

1. Name: Michael Rodger Home Phone: _____
Work Phone: _____
Email: Le
2. Address: 2770 232nd Ln NW St. Francis MN 55070
3. How long have you lived in the City? 16 years
4. Occupation: Cement mason Employer: Ryan companies
5. Education: (Please indicate highest grade completed or degree and course of study)
High School
6. What skills do you have that you feel would benefit the City? my experience in development
7. Why do you want to serve on this Commission/City Council?
my 30 ~~year~~ plus years in building trades
8. What experience do you have that you feel would be pertinent to this Commission/City Council?
working for one of the largest Developer, contractors
9. What other civic activities are you involved in? N/A
10. Do you participate in any activities that may be viewed as a Conflict of Interest in serving on this Commission/City Council?
None
11. Have you attended a Commission/City Council meeting within the past year? Yes If yes, please indicate the reason for attending:
WWT plant
12. Have you served on any City Commission/Council or board in the past? No If yes, please indicate the Commission and the date of service:

Signature: 

Date: 1-5-17



Streets and Parks Monthly Report - December 2016

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

TO Mayor & Council

JOB Streets and Parks Monthly Report

STREETS AND PARKS	TASK	DESCRIPTION	QUANTITY	
Parks	Park Inspections	Inspect equipment, buildings, and trees.	134	Inspections
Streets	Snowplowing	Plowing City Streets	233.4	Miles
Streets	Snowplowing	Plowing Cul-Da-Sacs	192	Cul-Da-Sacs
Streets/Parks	Snowplowing	Plowing Parking Lots	19	Number of Lots
Streets	Snowplowing	Amount of Salt Applied to Roads	64.12	Tons
Parks	Events	Preparation and Inspection	9	9 Warming House
Parks	Ice Rinks	Flooding Ice Rinks	42,000	Gallons of Water
Streets	Snowplowing	Amount of Granite Chips Applied to Roads	19.44	Tons
Streets	Grading	Grade Gravel Roads	8	Miles of Road Graded
Streets/Parks	Callouts	Response for service requests outside normal working hours.	5	5 Snowplowing/ Salting
Parks	Snowplowing	Trails/Sidewalks	27.3	Miles



Water and Sewer Monthly Report - December 2016

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

TO Mayor & Council

JOB Water and Sewer Monthly Report

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Water	Inspect Facility Daily	Facility Inspection	22	Inspections
Water	Calculate Influent and Effluent	Calculate gallons pumped for both influent and effluent.	Daily	
Water	Calculate Chemicals	Calculate treatment chemicals used daily.	Daily	
Water	Chemical Adjustment	Adjust chemicals based on lab testing results.	As Needed	
Water	Daily Labs	Perform lab on chlorine, fluoride, orthophosphate, iron and manganese.	22	Labs
Water	Well House	Inspect daily, take readings, drawdowns, and pump runtimes.	22	Inspections
Water	Bacteria Samples	Take set of monthly bacteria samples.	5	Samples Per Set
Water	Water Treatment Report			
		Total Finished Water	11.180	Million Gallons
		Total Raw Water	11.681	Million Gallons
		Average Daily Flow	.376	Million Gallons
		Average Chlorine	.46	Mg / l
		Average Raw Iron	1.15	Mg / l
		Average Raw Manganese	.087	Mg / l
		Average Fluoride	.67	Mg / l
		Iron Removal	98%	
		Manganese Removal	66%	
Wastewater	Wastewater Treatment Report			
Wastewater	Inspect Ponds	Daily inspection of WWTF ponds.	22	Inspections
Wastewater	Inspect Blower	Daily inspection of blowers.	22	Inspections

WATER AND SEWER	TASK	DESCRIPTION	QUANTITY	UNITS
Wastewater	Inspect Control Building	Daily inspection of control building.	22	Inspections
Wastewater	Monthly Sampling	Perform required monthly sampling: 2 Influent (9 Constituents); 4 Effluent (15 Constituents)	24	Constituents
Wastewater	pH Readings	Take required pH readings.	3	pH Readings
Wastewater	Inspections	Inspect 10 lift stations daily and calculate pump runtimes.	198	Lift Station Inspections
		Discharge Point	Seelye Brook	
		Total Influent	11.05	Million Gallons
		Total Effluent	10.990	Million Gallons
		Influent TSS	443	Mg / l
		Effluent TSS	65	Mg / l
		TSS Removal	85%	
Water/Sewer	Locates	Process Locate Requests	17	Utility Locate Requests
Water/Sewer	Meter Readings	Monthly Meter Readings (City owned and large user meters.)	53	Monthly Readings
Water/Sewer	Water/Sewer Connections	Inspect New Water and Sewer Connections	2	
Water/Sewer	Water Misc.	Work orders: re-reads, high water usage, no read list, and meter installs.	16	Work Orders
Water/Sewer	Monthly Projects			
Water	WTP Yearly Maintenance	Chlorine Line Replacement	500	Feet
Sewer	Training	Generator Start-up WWTP	3	Hours
Water	WTP-Reclaim Waste Pipe Repair	2 Pipes at Water Plant Froze-Broke	10 Feet of 6" SCH-80	
Water	Aerator Insulation	Re-Insulation Around Aerator		
Sewer	Clean Lift Stations	Wash Down 2 Lift Stations		