



FIVE YEAR CAPITAL  
IMPROVEMENT PLAN

2017-2021

Proposed 07-28-2016



# City of St. Francis Capital Improvement Plan 2017-2021

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

The purpose of the CIP is to:

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

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

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

With this plan, staff has tried to layout all equipment needs for the city along with anticipated infrastructure needs. The plan also shows amounts anticipated for projects in 2022-2026 for planning purposes.

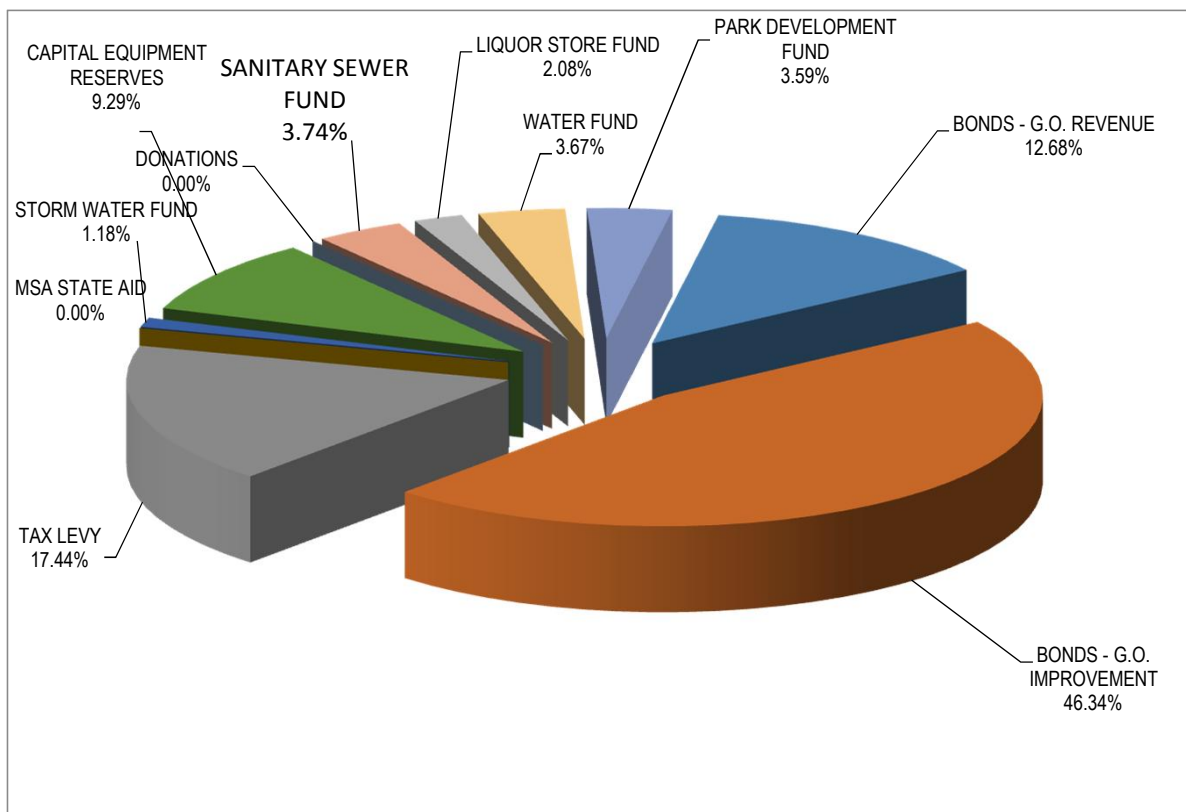
## HIGHLIGHTS OF THE CAPITAL IMPROVEMENT PLAN

The five-year total expenditures within the 2017-2021 CIP are \$7,222,780. Changes by project category over the last CIP are as follows:

	2016-2020	2017-2021	Increase (Decrease)	
	CIP	CIP	Amount	Percent
Buildings	\$25,000	\$30,000	\$5,000	20.0%
Equipment	707,800	560,050	(147,750)	-20.9%
Land	-	-	-	0.0%
Parks	518,500	489,500	(29,000)	-5.6%
Streets	5,624,000	3,347,000	(2,277,000)	-40.5%
Utilities	7,030,172	1,435,730	(5,594,442)	-79.6%
Vehicles	940,000	1,360,500	420,500	44.7%
<b>TOTALS</b>	<b>\$14,845,472</b>	<b>\$7,222,780</b>	<b>(\$7,622,692)</b>	<b>-51.3%</b>

## FIVE-YEAR CAPITAL IMPROVEMENT PLAN PROJECTS FUNDING SOURCES

BONDS - G.O. REVENUE	\$915,730
BONDS - G.O. IMPROVEMENT	\$3,347,000
TAX LEVY	\$1,259,450
MSA STATE AID	\$0
STORM WATER FUND	\$85,000
CAPITAL EQUIPMENT RESERVES	\$671,100
DONATIONS	\$0
SANITARY SEWER FUND	\$270,000
LIQUOR STORE FUND	\$150,000
WATER FUND	\$265,000
PARK DEVELOPMENT FUND	\$259,500
<b>TOTALS</b>	<b>\$7,222,780</b>



## MAJOR FUNDING SOURCES

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Use of Funds:	Life	Year	Previous years						Informational Purposes					
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
<b>Administration</b>														
City Hall	on-going		\$ 5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Computers	on-going		\$ 3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
<b>Inspections</b>														
2014 Ford Escape	10	2024											25,000	
2007 Ford Crown Vic (replace with an Escape)	10	2017		30,000										
Computers	on-going		\$ 400	400	400	400	400	400	400	400	400	400	400	400
<b>Fire</b>														
Radio replacement	on-going		\$ 300	16,250	16,250	16,250	16,250	16,250	16,250	4,000	4,000	4,000	4,000	4,000
Turnout Gear (5 sets a year)	on-going		\$ 4,300	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
SCBA Packs & Bottles (25)	15	2029								10,000	10,000	10,000	10,000	10,000
2006 Polaris Ranger	15	2021						10,000						
Trailer for Ranger ( Not scheduled for replacement)									10,000					
2000 Spartan Engine	20	2030												
1998 Chevrolet Tanker	25	2025	\$ 250,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
2015 Tanker/Engine	20	2035												
2002 Ford Pickup (Duty Officer)	10	2025											40,000	
2002 Ford Pickup (Rescue)	10	2020					40,000							
2008 Ford Grass Rig	10	2025											50,000	
2008 Roadmaster Emergency Trailer (For Sale no replacement)														
1993 Spartan Gladiator Engine (No Replacement)	25	2021												
<b>Police</b>														
2007 Dodge Caliber (Forfeited Vehicle)														
2011 Chevrolet Tahoe	8	2019				40,000								
2012 Dodge Charger	4	2016	\$ 30,500				35,000					35,000		
2013 Dodge Charger	4	2017		35,000					35,000				35,000	
2013 Dodge Charger	4	2017		30,000					30,000				30,000	
2014 Dodge Charger	4	2018				35,000				35,000				35,000
2014 Dodge Charger (Chiefs)	8	2022								30,000				
2015 Dodge Charger	4	2019				30,000					30,000			
2015 Dodge Charger	4	2019				35,000					35,000			
Police Radios	on-going		\$ 19,000	20,000	20,000	10,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Computers	on-going		\$ 3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
UTV		2025									5,000	5,000	5,000	5,000
Camera System														
Weapons														

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

	Life	Year	Previous years							Informational Purposes				
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
<b>Public Works</b>														
Computers	on-going		\$ 1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000	1,000
2014 Dodge Ram	10	2024												
2012 Ford Pickup	10	2022								40,000				
2012 Ford Sign Truck	15	2027												
2011 Dodge Pickup	10	2021							40,000					
2009 Dodge 1 ton Dump	15	2024										65,000		
2002 Chevrolet Pickup	10	2016	\$ 40,000											
2007 Dodge Crane Truck	15	2022								95,000				
2011 Ford Escape	10	2021							25,000					
2008 International Dump Truck (Refurb in 2019)	10	2028		50,000	50,000	50,000								
2005 International Dump Truck	20	2035	\$ 200,000											
Bobcat (Annual Buyback) (Net)	annual		\$ 3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000
2013 Mowing Trailer	15	2028												
2011 Trenchbox Trailer	20	2031												
2000 Heavy Equipment Trailer (new in 2015)	15	2030												
2002 CAT Motorgrader	30	2032								30,000	(Refurb only)			
2012 CAT Loader	20	2032												
Loader (NEW) Somewhere in 2020-2025	20	2020												
1990 Chevrolet Kodiak Tanker (from fire)														
ToolCat (1500 hours)		2018			47,700									
Miscellaneous Equipment and attachments			\$ 5,000	5,000	5,000	5,000	5,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000
-Boss Power V XT V-plow	5	2018												
-Blizzard 8100 plow	5	2016												
-Bobcat Snowblower attachment														
-Erskine Snowblower attachment														
-2008 Diamond Shouldering Disc														
-Cat Fork Lift														
-2012 Ball Field Groomer														
-2010 Packer/Roller for Motorgrader														
-2010 Bobcat Angle Broom Attachment														
-2003 Bobcat Pickup Broom Attachment														
-2008 Berti Ditch Mower (TAP/200)														
-Sweepster Broom Loader attachment (X23616)														
1993 Portable Genset (Water & Sewer)		2018	\$ 20,000	20,000	20,000									



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

	Life	Year	Previous years								Informational Purposes				
				2017	2018	2019	2020	2021	2022	2023	2024	2025	2026		
<b>Parks</b>															
2008 Belos Trans Giant			Not Replace see below												
-Replacement -2 separate use smaller machines-exp toro mower or toolcat															
Batwing Toro Mower	15	2023									65,000				
Toolcat	15	2023									50,000				
2015 Mower deck for Belos	8	2023													
2009 Kubota Zero Turn Mower	5	2019				20,100									
2014 Hustler Zero Turn Mower	10	2024										22,000			
2006 John Deere Tractor (Replace with Toolcat) & attachment: Not Replace see below															
Tool Cat (Replacement for 2006 JD Tractor)	15	2018	\$ 10,000	20,000	20,000										
2008 Kubota Tractor	20	2028													
Benches, trash bins and picnic tables	on-going			2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
<b>Total</b>			\$ 594,500	\$ 303,650	\$ 291,350	\$ 283,750	\$ 178,650	\$ 248,650	\$ 336,400	\$ 291,400	\$ 298,400	\$ 266,400	\$ 146,400		
Sources of Funds:															
Transfer from Water				10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	
Transfer from Sewer				10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000	10,000		
General Property Tax				223,150	223,150	223,150	230,000	230,000	240,000	240,000	250,000	250,000	250,000		
<b>Total</b>				243,150	243,150	243,150	250,000	250,000	260,000	260,000	270,000	270,000	270,000		
Beginning Cash Balance 6/21/16			\$ 761,465												
Cash Reserves				\$ 306,465	\$ 258,265	\$ 217,665	\$ 289,015	\$ 290,365	\$ 213,965	\$ 182,565	\$ 154,165	\$ 157,765	\$ 281,365		

**City of St. Francis, MN  
Park Improvement Fund 225**

						Informational Purposes					
	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
<b>Use of Funds:</b>											
Hockey Rink Improvements			135,000				155,000				
Sealcoating for Bituminous Trails									20,000		
Deer Creek Park Trail Study											
Hidden Ponds Irrigation and Shelter				206,000							
Replace Building at Community Park									378,000		
Highland Woods Park Improvements					48,500						
Rum River Woods Improvements								125,000			
Durigan Locher & Seeyle Brook											
Splash park study										15,000	
Disc golf study										15,000	
Park Equipment	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
<b>Total</b>	<b>0</b>	<b>20,000</b>	<b>20,000</b>	<b>155,000</b>	<b>226,000</b>	<b>68,500</b>	<b>175,000</b>	<b>20,000</b>	<b>145,000</b>	<b>418,000</b>	<b>50,000</b>
<b>Sources of Funds</b>											
General Tax Levy		25,000	25,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000	
Donations	-	-	-	-	-	-	-	-	-	-	
Liquor Store Transfer	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	20,000	
<b>Total</b>	<b>20,000</b>	<b>45,000</b>	<b>45,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	<b>60,000</b>	
<b>Year End Cash Balance</b>	<b>87,515</b>	<b>87,515</b>	<b>112,515</b>	<b>2,515</b>	<b>(163,485)</b>	<b>(171,985)</b>	<b>(286,985)</b>	<b>(246,985)</b>	<b>(331,985)</b>	<b>(689,985)</b>	<b>(679,985)</b>
					489,500						

**City of St. Francis, MN  
Liquor Fund 609**

								<b>Informational Purposes</b>				
PROJECT TITLE	CATEGORY	PRIOR	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Cooler Doors/LED Lighting	EQUIPMENT	\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
GRAND TOTAL		\$ -	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
<b>Sources of Funds:</b>												
Liquor Fund			\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000

**Street Improvements, Water, Sewer and Storm Sewer  
City of St. Francis, MN**

Streets	Funding	2017	2018	2019	2020	2021	Informational Purposes					
							2022	2023	2024	2025	2026	
<b>Use of Funds:</b>												
Arrowhead Street Mill and Overlay	GO Bonds		270,000									
Poppy Street Reconstruction	GO Bonds			535,000								
Butterfield Drive Reconstruction	GO Bonds				600,000							
245th & Kings Hwy Realignment / Ditch Work	GO Bonds		1,045,000									
Tamarack Street	GO Bonds					897,000						
241st Avenue	GO Bonds							1,727,000				
Rum River Woods Addition Reconstruction	GO Bonds						1,171,350					
Other	General Tax						150,000	200,000	200,000	200,000	200,000	200,000
<b>Total</b>		-	1,315,000	535,000	600,000	897,000	1,321,350	1,927,000	200,000	200,000	200,000	200,000
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Water		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
<b>Use of Funds:</b>												
Poppy Street Reconstruction	GO Revenue			200,000								
Household water meter change out	GO Revenue						250,000					
Monitoring well	Water Fund		80,000									
Well #5	GO Revenue			405,730								
Trunk Hwy 47 Water/Sewer Extension	GO Revenue							750,000				
241st Avenue	GO Revenue							600,000				
Vac/Jetter Truck	GO Revenue					155,000						
Rum River Woods Addition Reconstruction	GO Revenue						1,423,000					
Other	Water Fund					135,000	135,000	135,000	135,000	135,000	135,000	
<b>Total</b>		-	80,000	605,730	-	290,000	1,808,000	1,485,000	135,000	135,000	135,000	
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Sewer		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	
<b>Use of Funds:</b>												
Trunk Hwy 47 Water/Sewer Extension	GO Revenue							2,250,000				
241st Avenue	GO Revenue		-	-				900,000				
Vac/Jetter Truck	GO Revenue					155,000						
Rum River Woods Addition Reconstruction	GO Revenue	-					206,000					
Other	Sewer Fund				110,000	110,000	110,000	110,000	110,000	110,000	110,000	
<b>Total</b>		-	-	-	110,000	265,000	316,000	3,260,000	110,000	110,000	110,000	

		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
<b>Storm Sewer</b>											
<b>Use of Funds:</b>											
Poppy Street Reconstruction	Storm Water			65,000							
Butterfield Drive Reconstruction	Storm Water				20,000						
241st Avenue	Storm Water							273,000			
Rum River Woods Addition Reconstruction	Storm Water						311,150				
Annual reconstruction (includes gravel)	Storm Water						52,642	52,642	52,642	52,642	52,642
Annual gravel road paving (1 mile/year)	Storm Water						48,800	48,800	48,800	48,800	48,800
<b>Total</b>		-	-	65,000	20,000	-	412,592	374,442	101,442	101,442	101,442
<b>Total All</b>		-	1,395,000	1,205,730	730,000	1,452,000	3,857,942	7,046,442	546,442	546,442	546,442
<b>Project Total</b>		<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Arrowhead Street Mill and Overlay			270,000								
Poppy Street Reconstruction				800,000							
Household water meter change out							250,000				
Monitoring well			80,000								
Butterfield Drive Reconstruction					620,000						
245th & Kings Hwy Realignment / Ditch Work			1,045,000								
Tamarack Street						897,000					
Well #5				405,730							
Trunk Hwy 47 Water/Sewer Extension								3,000,000			
241st Avenue								3,500,000			
Vac/Jetter Truck						310,000					
Rum River Woods Addition Reconstruction							3,111,500	-			
Other					110,000	245,000	496,442	546,442	546,442	546,442	546,442
<b>Total All</b>		-	1,395,000	1,205,730	730,000	1,452,000	3,857,942	7,046,442	546,442	546,442	546,442
<b>Sources of Funds:</b>											
General Tax Levy		-	-	-	-	-	150,000	200,000	200,000	200,000	200,000
State Aid		-	-	-	-	-	-	-	-	-	-
GO Bonds		-	1,315,000	535,000	600,000	897,000	1,171,350	1,727,000	-	-	-
GO Revenue Bonds		-	-	605,730	-	310,000	-	-	-	-	-
Water Fund		-	80,000	-	-	135,000	135,000	135,000	135,000	135,000	135,000
Sewer Fund		-	-	-	110,000	110,000	110,000	110,000	110,000	110,000	110,000
Storm Water Fund		-	-	65,000	20,000	-	412,592	374,442	101,442	101,442	101,442
<b>Total Sources</b>		-	1,395,000	1,205,730	730,000	1,452,000	1,978,942	2,546,442	546,442	546,442	546,442