

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

AGENDA
May 23, 2012

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ GOSLINE ____
LONG ____ MERCER-TAYLOR ____
FISCHER ____
- C. PRESENTATIONS:
 - 1. Commissioner Appreciation Recognition
 - 2. Beyond the Yellow Ribbon Presentation
- D. APPROVAL OF MINUTES: May 9, 2012
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 5/16/2012: \$207,092.01
Payroll through 5/15/2012: \$14,739.01
 - 2. Acceptance of 2010 to 2014 Community Forest Bonding Grant
 - 3. Approval of Pay Estimate # 1 on Roof Replacement
- G. POLICY ITEMS:
 - 1. Ordinance adopting the International Property Maintenance Code
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

AGENDA
May 9, 2012

Falcon Heights City Council Workshop will begin at 6:00pm see attached agenda

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM _X_ HARRIS _X_ GOSLINE _ab_
LONG _X_ MERCER-TAYLOR _X_
FISCHER _X_
- C. PRESENTATIONS:
 - 1. CERT Presentation – Kris Grangaard and Dan Johnson-Powers
- D. APPROVAL OF MINUTES: April 25, 2012
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA: Chuck Long Moved Approved 4-0
 - 1. General Disbursements through 5/4/2012: \$93301.93
Payroll through 4/30/2012: \$16,831.47
 - 2. Appointment of Isaac Mielke
 - 3. Appointment of Jeff Connell
 - 4. City Hall Summer Hours
 - 5. Police Week Resolution
- G. POLICY ITEMS: Pam Harris Moved Approved 4-0
 - 1. Front Poarch Ordinance
 - 2. Prairie Grass Ordinance Tabled
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT: 8:18pm



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 23, 2012
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through 5/16/2012: \$207,092.01 Payroll through 5/15/2012: \$14,739.01
Budget Impact	
Attachment(s)	General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 00686 MAY 10 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====					
01-00250	AMERIPRIDE SERVICES				

I-1002128415	LINEN CLEANING	41.08			
5/10/2012	APBNK			1099: N	
	DUE: 5/10/2012 DISC: 5/10/2012				
	LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	41.08
=== VENDOR TOTALS ===		41.08			

=====					
01-03001	CAMPBELL KNUTSON				
I-201205103423	MARCH & APRIL LEGALS	3,030.50			
5/10/2012	APBNK			1099: N	
	DUE: 5/10/2012 DISC: 5/10/2012				
	MARCH LEGALS		101 4114-80200-000	LEGAL FEES	2,006.50
	APRIL LEGALS		101 4114-80200-000	LEGAL FEES	1,024.00
=== VENDOR TOTALS ===		3,030.50			

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01-03110	CENTURY LINK				
I-201205103421	LANDLINES	113.12			
5/10/2012	APBNK			1099: N	
	DUE: 5/10/2012 DISC: 5/10/2012				
	LANDLINES		101 4141-85011-000	TELEPHONE - LANDLINE	58.72
	LANDLINES		101 4141-85011-000	TELEPHONE - LANDLINE	54.40
=== VENDOR TOTALS ===		113.12			

=====					
01-03108	CERTIFIED LABORATORIES				
I-701701	CLEANING SUPPLIES	277.35			
5/10/2012	APBNK			1099: N	
	DUE: 5/10/2012 DISC: 5/10/2012				
	CLEANING SUPPLIES		101 4131-70110-000	SUPPLIES	138.68
	CLEANING SUPPLIES		101 4141-70100-000	SUPPLIES	138.67
=== VENDOR TOTALS ===		277.35			

=====					
01-03123	CINTAS CORPORATION #470				
I-470802774	TOILET TISSUE/SHOP TOWELS	83.50			
5/10/2012	APBNK			1099: N	
	DUE: 5/10/2012 DISC: 5/10/2012				
	TOILET TISSUE/SHOP TOWELS		101 4141-70100-000	SUPPLIES	83.50
=== VENDOR TOTALS ===		83.50			

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----
 POST DATE BANK CODE -----DESCRIPTION----- GROSS P.O. #
 DISCOUNT G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION
 =====

01-06290 CITY OF ROSEVILLE

I-216005 MAY I.T. SERVICES 1,266.50
 5/10/2012 APBNK DUE: 5/10/2012 DISC: 5/10/2012 1099: N
 MAY I.T. SERVICES 101 4116-85070-000 TECHNICAL SUPPORT 1,266.50

I-216029 ENGINEERING 4,452.21
 5/10/2012 APBNK DUE: 5/10/2012 DISC: 5/10/2012 1099: N
 SEAL COAT ENGINEERING 419 4419-92070-000 SEAL COATING 45.09
 SEWER LINER 601 4601-80100-000 ENGINEERING 904.47
 PAVEMENT MGMT PLAN 419 4419-80100-000 ENGINEERING 70.81
 GENERAL ENGINEERING 101 4133-80100-000 ENGINEERING SERVICES 3,341.67
 RAMSEY CTY EVP 101 4133-80100-000 ENGINEERING SERVICES 90.17

I-216047 MAY PHONES 354.09
 5/10/2012 APBNK DUE: 5/10/2012 DISC: 5/10/2012 1099: N
 MAY PHONES 101 4116-85010-000 TELEPHONE 354.09

=== VENDOR TOTALS === 6,072.80

01-03122 CITY OF ST PAUL

I-12908 ASPHALT PATCH 360.38
 5/10/2012 APBNK DUE: 5/10/2012 DISC: 5/10/2012 1099: N
 ASPHALT PATCH 101 4132-75000-000 BITUMINOUS PATCHING 360.38

=== VENDOR TOTALS === 360.38

01-04092 FISCHER, BART J

I-201205103422 MILEAGE AND PARKING REIMB 88.20
 5/10/2012 APBNK DUE: 5/10/2012 DISC: 5/10/2012 1099: N
 MILEAGE AND PARKING REIMB 101 4112-86010-000 MILEAGE & PARKING 88.20

=== VENDOR TOTALS === 88.20

01-05119 GFOA

I-201205103420 CONFERENCE REGISTRATION 320.00
 5/10/2012 APBNK MANUAL CK# 079160 5/08/2012 1099: N
 CONFERENCE REGISTRATION 101 4113-86100-000 CONFERENCES/EDUCATION/AS 320.00

=== VENDOR TOTALS === 320.00

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05137		HEALTHPARTNERS MEDICAL GP				
I-300009665		PHYSICAL EXAM NEW FIREFIGHTER	315.00			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		PHYSICAL EXAM NEW FIREFIGHTER		101 4124-86200-000	MEDICAL EXAMINATIONS	315.00
		=== VENDOR TOTALS ===	315.00			
=====						
01-05154		HEWLETT PACKARD				
I-51159768		COMPUTER MONITOR	203.54			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		COMPUTER MONITOR		424 4424-91000-000	MACHINERY & EQUIPMENT	203.54
		=== VENDOR TOTALS ===	203.54			
=====						
01-05054		DEBORAH JONES				
I-201205103426		MILEAGE REIMB	85.75			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		MILEAGE REIMB		101 4117-86010-000	MILEAGE	85.75
		=== VENDOR TOTALS ===	85.75			
=====						
01-05404		KURHAJETZ, CLEM				
I-201205103427		KITCHEN SUPPLIES- FIRE HALL	35.79			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		KITCHEN SUPPLIES- FIRE HALL		101 4124-70100-000	SUPPLIES	35.79
		=== VENDOR TOTALS ===	35.79			
=====						
01-05536		LINN BUILDING MAINTENANCE				
I-22001		MAY OFFICE CLEANING	180.62			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		MAY OFFICE CLEANING		101 4131-87010-000	CITY HALL MAINTENANCE	180.62
		=== VENDOR TOTALS ===	180.62			
=====						
01-05646		M-R SIGN COMPANY INC				
I-171333		GREEN STEEL POSTS FOR SIGNS	1,008.90			
5/10/2012	APBNK	DUE: 5/10/2012 DISC: 5/10/2012		1099: N		
		GREEN STEEL POSTS FOR SIGNS		101 4132-75100-000	STREET SIGNS	1,008.90
		=== VENDOR TOTALS ===	1,008.90			

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-----ID-----		GROSS	P.O. #			
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-05355	MEDTOX LABORATORIES, INC					

I-201205103428	RANDOM DRUG TESTING	25.00				
5/10/2012	APBNK			1099: N		
	DUE: 5/10/2012 DISC: 5/10/2012					
	RANDOM DRUG TESTING		101 4132-89000-000	MISCELLANEOUS		25.00
=== VENDOR TOTALS ===		25.00				

01-06065	OXYGEN SERVICE COMPANY					
I 03193791	AIR	69.42				
5/10/2012	APBNK			1099: N		
	DUE: 5/10/2012 DISC: 5/10/2012					
	AIR		101 4124-70100-000	SUPPLIES		69.42
=== VENDOR TOTALS ===		69.42				

01-06202	ROOF SPEC INC					
I-201205103425	ENGINEERING - ROOF CITY HALL	2,000.00				
5/10/2012	APBNK			1099: N		
	DUE: 5/10/2012 DISC: 5/10/2012					
	ENGINEERING - ROOF CITY HALL		403 4403-91000-000	MACHINERY & EQUIPMENT		2,000.00
=== VENDOR TOTALS ===		2,000.00				

01-07250	TRETSVEN, DAVE					
I-201205103424	FERTILIZER FOR PUBLIC WORKS	51.71				
5/10/2012	APBNK			1099: N		
	DUE: 5/10/2012 DISC: 5/10/2012					
	FERTILIZER FOR PUBLIC WORKS		101 4141-70100-000	SUPPLIES		51.71
=== VENDOR TOTALS ===		51.71				

01-05870	XCEL ENERGY					
I-201205103429	ELECT AND GAS	3,142.85				
5/10/2012	APBNK			1099: N		
	DUE: 5/10/2012 DISC: 5/10/2012					
	ELECT		101 4121-85020-000	ELECTRIC		7.81
	ELECT		101 4141-85020-000	ELECTRIC/GAS		28.76
	ELECT		101 4131-85020-000	ELECTRIC		616.99
	ELECT		101 4141-85020-000	ELECTRIC/GAS		44.19
	ELECT		101 4141-85020-000	ELECTRIC/GAS		20.92
	GAS		101 4141-85030-000	NATURAL GAS		26.72
	ELECT		601 4601-85020-000	ELECTRIC		25.94
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		25.62
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		47.79
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		10.17
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		140.15
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		10.30
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		47.41
	ELECT		209 4209-85020-000	STREET LIGHTING POWER		2,090.08

=== VENDOR TOTALS ===	3,142.85	Federal Withholdings	4740.80
		State Withholdings	816.51
=== PACKET TOTALS ===	17,505.51	Pera	2529.86
		ICMA	1425.00

TOTAL: 27,017.68

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00862		BAILEY CONSTRUCTION				

I-227		SIDEWALK CONSTRUCTION	810.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		SIDEWALK CONSTRUCTION		419 4419-92005-000	SIDEWALK IMPROVEMENTS	810.00

I-228 & 229		CATCH BASIN CONSTRUCTION	3,400.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		CATCH BASIN CONSTRUCTION		602 4602-92000-000	EQUIPMENT	3,400.00
=== VENDOR TOTALS ===			4,210.00			
=====						
01-03203		CENTRAL ROOFING				

I-201205163438		PARTIAL PYMT # 1 ROOF	134,514.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		PARTIAL PYMT # 1 ROOF		403 4403-91600-000	ROOF REPAIR	134,514.00
=== VENDOR TOTALS ===			134,514.00			
=====						
01-03110		CENTURY LINK				

I-201205163437		LANDLINE TELEPHONE	58.62			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.62
=== VENDOR TOTALS ===			58.62			
=====						
01-03123		CINTAS CORPORATION #470				

I-470822476		TOWELS/TISSUE/CLEANING SUPPLI	104.59			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		TOWELS/TISSUE/CLEANING SUPPLIE		101 4131-70110-000	SUPPLIES	50.00
		TOWELS/TISSUE/CLEANING SUPPLIE		101 4141-70100-000	SUPPLIES	54.59
=== VENDOR TOTALS ===			104.59			
=====						
01-03117		CITY OF LITTLE CANADA				

I-201205163442		JAN-APR BLDG/MECH INSPECTIONS	8,924.78			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		JAN-APR BLDG INSPECTIONS		101 4117-81210-000	BUILDING INSPECTORS	6,423.72
		JAN-APR MECHANICAL INSPECTIONS		101 4117-81220-000	MECHANICAL INSPECTORS	2,501.06
=== VENDOR TOTALS ===			8,924.78			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05171	FRA DOR INC					
1-1204331		BLACK DIRT	51.30			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		BLACK DIRT		203 4203-70100-000	SUPPLIES	51.30
		=== VENDOR TOTALS ===	51.30			
=====						
01-05119	GFOA					
1-201205163440		CAFR APPLICATION FEE	370.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		CAFR APPLICATION FEE		101 4113-89000-000	MISCELLANEOUS	370.00
		=== VENDOR TOTALS ===	370.00			
=====						
01-07276	HUGHES & COSTELLO					
1-201205163439		APR/12 PROSECUTIONS	2,504.05			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		APR/12 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,504.05
		=== VENDOR TOTALS ===	2,504.05			
=====						
01-05582	MENARDS					
1-201205163433		OIL FOR EQUIPMENT	118.73			
5/16/2012	APBNK	MANUAL CR# 079197 5/15/2012		1099: N		
		OIL FOR EQUIPMENT		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	118.73
		=== VENDOR TOTALS ===	118.73			
=====						
01-05693	MIDWEST ASPHALT CORPORATION					
1-115368MB		DUMP ROOLL OFF RENTAL	50.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		DUMP ROOLL OFF RENTAL		602 4602-84000-000	STREET SWEEPINGS	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-05735	MN CITY/COUNTY MANAGEMENT					
1-201205163434		MEMBERSHIP	105.60			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		MEMBERSHIP		101 4112-86100-000	CONFERENCES/EDUCATION/AS	105.60
		=== VENDOR TOTALS ===	105.60			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-201205163441		JUNE/12 INSURANCE	8,195.72			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		JUNE/12 INSURANCE		101 4112-89000-000	MISCELLANEOUS	8,195.72
		=== VENDOR TOTALS ===	8,195.72			
=====						
01-05255		NATURAL GREEN				
I-72603		FERTILIZER & WEED CONTROL	260.32			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		FERTILIZER & WEED CONTROL		101 4131-87010-000	CITY HALL MAINTENANCE	260.32
		=== VENDOR TOTALS ===	260.32			
=====						
01-06065		OXYGEN SERVICE COMPANY				
I-201205163436		COMPRESSED AIR	110.84			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		COMPRESSED AIR		101 4124-70100-000	SUPPLIES	110.84
		=== VENDOR TOTALS ===	110.84			
=====						
01-05367		QUILL CORPORATION				
I-2977602		OFFICE SUPPLIES	149.10			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		OFFICE SUPPLIES		101 4112-70100-000	SUPPLIES	149.10
		=== VENDOR TOTALS ===	149.10			
=====						
01-06249		RELIAKOR SERVICES				
I-161748		STREET SWEEPINGS	765.00			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		STREET SWEEPINGS		602 4602-84000-000	STREET SWEEPINGS	765.00
		=== VENDOR TOTALS ===	765.00			
=====						
01-06301		SAMS CLUB DISCOVER CARD				
I-201205163432		PAINT FOR SIGN POSTS & SUPPLI	381.81			
5/16/2012	APBNK	MANUAL CK# 079196 5/15/2012		1099: N		
		PAINT FOR SIGN POSTS		101 4132-75100-000	STREET SIGNS	266.15
		MISC SUPPLIES		101 4131-70110-000	SUPPLIES	115.66
		=== VENDOR TOTALS ===	381.81			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00935		ST PAUL REGIONAL WATER SERVICE				

I-201205163435		WATER FOR STREET SWEEPING	92.17			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		WATER FOR STREET SWEEPING		602 4602-83030-000	SHARED SWEEPER EXP/LITTL	92.17
		=== VENDOR TOTALS ===	92.17			
=====						
01-06685		TRAFFIX GRAFFIX				

I-6123		TRUCK DECALS	277.88			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		TRUCK DECALS		101 4132-70120-000	SUPPLIES	277.88
		=== VENDOR TOTALS ===	277.88			
=====						
01-06590		TRUCK UTILITIES MFG CO.				

I-239563		F-350 TRUCK BOX W/LIGHTS	17,217.13			
5/16/2012	APBNK	DUE: 5/16/2012 DISC: 5/16/2012		1099: N		
		F-350 TRUCK BOX W/LIGHTS		424 4424-91000-000	MACHINERY & EQUIPMENT	17,217.13
		=== VENDOR TOTALS ===	17,217.13			
=====						
01-00878		US BANCORP				

I-201205163431		CONFERENC&REC SPORTS SUPPLIES	1,612.69			
5/16/2012	APBNK	MANUAL CK# 079195 5/15/2012		1099: N		
		MCMA CONFERENCE LODGING		101 4112-86100-000	CONFERENCES/EDUCATION/AS	388.42
		SENSIBLE LAND USE CONF		101 4112-86100-000	CONFERENCES/EDUCATION/AS	38.00
		BUY LOCAL GIFT CARD		101 4111-70100-000	SUPPLIES	25.00
		REC SPORTS SUPPLIES		201 4201-70100-000	SUPPLIES	1,161.27
		=== VENDOR TOTALS ===	1,612.69			
		=== PACKET TOTALS ===	180,074.33			



May Statement for activity from Apr. 11, 2012 through May 09, 2012
CITY OF FALCON HEIGHT (CPN 001055690)

Inquiries: 1-866-485-4545
BUS 12 5 8 06 Page 1 of 2

Your U.S. Bank FlexPerks® Business Cash Rewards Visa® account at a glance
Account: [REDACTED]

Activity Summary	
Previous Balance	\$326.15
Payments	\$326.15 CR
Other Credits	\$0.00
Purchases	\$1,612.69
Balance Transfers	\$0.00
Advances	\$0.00
Other Debits	\$0.00
Past Due Amount	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$1,612.69
Credit Line	\$10,000.00
Available Credit	\$8,387.31
Statement Close Date	May 09, 2012
Days in Billing Cycle	29

Payment Information	
New Balance	\$1,612.69
Minimum Payment Due (Current Month)	\$17.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$17.00
Payment Due Date	Jun. 06, 2012

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$1,612.69 by 06/06/12. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions FISCHER, BART J

Credit Limit \$10000

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
Purchases and Other Debits					
04/12	04/10	0831	GRAND VIEW LODGE & TEN NISSWA MN.....	\$388.42	MCMH Lodging
04/20	04/19	7909	FLAGHOUSE INC 800-7937900 NJ.....	\$199.79	Res. Supplies
04/23	04/20	3967	SENSIBLE LAND USE COAL 612-7207667 MN.....	\$38.00	Seminars
04/24	04/19	9803	FLAGHOUSE INC 800-7937900 NJ.....	\$284.66	Res. Supplies
04/25	04/24	9401	FLAGHOUSE INC 800-7937900 NJ.....	\$676.82	Res. Supplies
04/30	04/27	9875	FALCON HEIGHTS BP FALCON HEIGHT MN.....	\$25.00	Buy Local!
Total for Account 4798 5312 0987 3100.....				\$1,612.69	Gift Card.

BSP

Continued on Next Page

EMP #	NAME	AMOUNT
01-1004	BART J FISCHER	2,408.86
01-1010	MICHELLE C TESSER	295.00
01-1012	JESSICA A ANDERSON	831.92
01-1136	ROLAND O OLSON	1,619.92
01-1038	DEBORAH K JONES	1,674.53
01-0085	DANIEL S JOHNSON-POWERS	134.36
01-0086	RICHARD H HINRICHS	57.27
01-0087	MICHAEL A MCKAY	89.08
01-0095	MICHAEL J POESCHL	188.11
01-0101	DALE E HUFF	68.00
01-0105	ANTON M FEHRENBACH	97.34
01-0106	SCOTT A TESCH	106.98
01-0124	MICHAEL D KRUSE	146.61
01-1030	TIMOTHY J PITTMAN	1,815.12
01-1033	DAVE TRETSVEN	1,477.37
01-1143	COLIN B CALLAHAN	1,066.27

TOTAL PRINTED: 16 12,076.74

5-11-2012 8:14 AM

PAYROLL CHECK REGISTER

PAYROLL NO: 01 City of Falcon Heights

PAGE: 1

PAYROLL DATE: 5/11/2012

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1137	DIEGNAU, PAUL	R	5/11/2012	111.11	079180
0034	KURHAJETZ, CLEMENT	R	5/11/2012	159.98	079181
0040	ANDERSON, KEVIN	R	5/11/2012	107.65	079182
0097	GAFFNEY, PATRICK	R	5/11/2012	185.32	079183
0104	VANN, VINCENT A	R	5/11/2012	85.50	079184
0120	HAWTHORNE, ROCHELLE L	R	5/11/2012	19.88	079185
0123	SULLIVAN, BRYAN R	R	5/11/2012	133.30	079186
0125	MILLER, RACHEL L	R	5/11/2012	93.02	079187
0126	SMITH, BENJAMIN J	R	5/11/2012	102.00	079188
0127	PONTRELLI, MITCHELL E	R	5/11/2012	121.97	079189
0128	ROSENBERG, NICHOLAS M	R	5/11/2012	32.21	079190
0172	ARCAND, MICHAEL W	R	5/11/2012	265.89	079191
1036	IVERSON, ERIC K	R	5/11/2012	829.85	079192
0186	DAVITT, ALLISON N	R	5/11/2012	414.59	079193

5-11-2012 8:14 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL DATE: 5/11/2012

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	2,662.27
DIRECT DEPOSIT REGULAR CHECKS:	16	12,076.74
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	30	14,739.01



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 23, 2012
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Bart Fischer, City Administrator

Item	Acceptance of the DNR "2010 to 2014 Community Forest Bonding Grant."
Description	At the February 8, 2012, City Council meeting, Council approved submittal for a MNDNR "2010 to 2014 Community Forest Bonding Grant." Subsequently, staff did apply for the grant and was recently notified by the DNR that they have funded the City's grant request in the amount of \$95,000. Staff is requesting that the City Council accept the grant and authorize the Mayor and City Administrator to execute all paperwork relating to the grant agreement.
Budget Impact	The city has on an annual basis budgeted dollars for tree removal and re-planting. These grant funds will continue to allow for the City to leverage these budgeted dollars toward an aggressive EAB Removal/Re-Planting Program.
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council accept the "2010 to 2014 Community Forest Bonding Grant" from the MNDNR and authorize the Mayor and City Administrator to execute all documents associated with the grant and grant agreement.



Families, Fields and Fair

REQUEST FOR COUNCIL ACTION

Meeting Date	May 23, 2012
Agenda Item	Consent F3
Attachment	
Submitted By	Bart Fischer, City Administrator

Item	Approval of Pay Estimate # 1 on Roof Replacement
Description	<p>Central Roofing, 4550 Main St NE, Minneapolis, MN 55421 was awarded the bid for the roof replacement and are almost completed with their work. Before they could complete the roof replacement, structural issues in the Southwest corner of the building were discovered and need to be addressed before the roof can be completed. The City is in the process of obtaining a structural engineering firm to access and recommend a fix to the problem. There is approximately a 10' by 10' section of the roof which is unable to be completed at this time.</p> <p>Roof Spec Inc., the city's engineering firm for this project, has recommended a partial pay estimate be made to Central Roofing for their work completed at this time. Staff recommends a partial payment of \$134,514 as recommended by Roof Spec Inc. be made to Central Roofing for their work completed to date. The city is retaining 10% of the contract bid price.</p>
Budget Impact	Partial payment is within the budgeted amount.
Attachment(s)	
Action(s) Requested	Staff recommends that Central Roofing be paid a partial pay of \$134,514 as recommended by the City's engineering firm Roof Spec Inc.



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 23, 2012
Agenda Item	G1 Policy
Title	Ordinance adopting the International Property Maintenance Code
Submitted By	Deborah Jones, Director of Zoning and Planning

Description	To address a need for stronger and more specific enforcement tools to confront deficient maintenance on certain properties in Falcon Heights, both vacant and occupied, the City Council has expressed an interest in adopting by reference the International Property Maintenance Code into the Falcon Heights City Code. <i>Tabled from April 25, 2012.</i>
Background	<p>On April 25, 2012, the City Council tabled this matter in order to further examine specific provisions of the International Property Maintenance Code. Council Members had raised concerns that some measures in the code and/or amendments in the proposed ordinance that apply to all dwellings (a) might be better applied to rentals only, (b) might not be appropriate for Falcon Heights at all.</p> <p>The Council met in workshop prior to the regular Council meeting on May 9, 2012, to further discuss the concerns raised on April 24. Council members gave direction to staff asking for revisions to the draft ordinance. The City Attorney has provided a new draft, attached. The sections the Council wished to delete entirely related to window area and room size have been added to Section 105.59 Deletions.</p> <p>Staff would like to point out especially language added to Section 103.2 of the IPMC that gives the City discretion in responding to complaints and prioritizing compliance initiatives and enforcement.</p> <p>The city attorney recommends retaining measures that would be necessary and useful in cases where abatement or demolition might be called for on an owner-occupied property and where the City would need to seek an order for such action. In his experience, most of these cases have been owner-occupied properties, not rentals.</p> <p>City has one printed copy of the IPMC. The document can be read online at http://publicecodes.citation.com/icod/ipmc/2012/index.htm</p>
Budget Impact	Unknown
Attachment(s)	<ul style="list-style-type: none"> Revised draft Ordinance 12-04 adopting the IPMC
Action(s) Requested	<ul style="list-style-type: none"> Approve Ordinance 12-04

ORDINANCE NO. 12-04

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

**AN ORDINANCE AMENDING CHAPTER 105
OF THE FALCON HEIGHTS CITY CODE
CONCERNING PROPERTY MAINTENANCE**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION 1. Chapter 105, Article III of the Falcon Heights City Code is amended in its entirety to read as follows:

Article III - Property Maintenance

Section 105.56 General Requirements.

The requirements of this article apply to all buildings, structures and property within the City. All buildings and portions of buildings, including mechanical, electrical, plumbing and other building systems, previously constructed or installed in accordance with city and state codes must be maintained in conformance with the requirements of the codes in effect at the time of construction or installation.

Section 105.57 Purpose.

The purpose of this Article is to protect, preserve, and promote the physical and mental health of the people, investigate and control communicable diseases, regulate privately and publicly owned dwellings for the purpose of sanitation and public health, and protect the safety of the people and promote the general welfare by legislation which shall be applicable to all dwellings now in existence or constructed in the future and which (i) establishes minimum standards for basic equipment and facilities for light, ventilation and heating, for safety from fire, for the use and location, and amount of space for human occupancy, and for safe and sanitary maintenance; (ii) determines the responsibilities of owners, operators and occupants of dwellings; and (iii) provides for the administration and enforcement of this Article.

Section 105.58 International Property Maintenance Code Adopted.

The International Property Maintenance Code, 2012 Edition, is hereby adopted by reference and incorporated herein, subject to the amendments set forth in this Article.

Section 105.59 Deletions.

The following sections of the International Property Maintenance Code are deleted: 302.4, 302.8, 303, 307, [402.1](#), [404.4.1](#), 404.5, 503.4, Chapter 8 all sections.

Section 105.60 Amendments.

The following sections of the International Property Maintenance Code are amended to read as follows:

Section 101.1 Title.

These regulations shall be known as the Property Maintenance Code of the City of Falcon Heights hereinafter referred to as “this Code.”

Section 102.3 Application of Other Codes.

Repairs, additions, or alterations to a structure, or changes of occupancy, shall be done in accordance with the procedures and provisions of the Minnesota State Building Code and Falcon Heights City Code.

Section 102.7 Referenced Codes and Standards.

The codes and standards referenced in this Code shall mean the applicable provision of the Falcon Heights City Code or Minnesota State Building Code, whichever is the most restrictive requirement permitted under statute and considered part of the requirements of this Code to the prescribed extent of each such reference. Where differences occur between provisions of this Code and the referenced standards, the provisions of this Code shall apply unless preempted by or in conflict with the State Building Code.

Section 103.2 Appointment.

The City Administrator or the City Administrator’s designated agents shall be the code official responsible for the administration and enforcement of this Code. Given limited city resources and local community standards, the City Administrator and other City Code Officials shall have discretion in responding to complaints of violations and prioritizing compliance initiatives and enforcement actions.

Section 103.5 Fees.

The fees for activities and services performed by the City in carrying out its responsibilities under this Code shall be adopted by Resolution of the City Council.

Section 106.3 Prosecution of Violation.

Any person failing to comply with a notice of violation or order served in accordance with Section 107 shall be deemed guilty of a misdemeanor and the violation shall be deemed a strict liability offense. If the notice of violation is not complied with, the code official shall institute the appropriate proceeding at law or in equity to restrain, correct or abate such violation, or to require the removal or termination of the unlawful occupancy of the structure in violation of the provisions of this Code or of the order or direction made pursuant thereto. Any expenses incurred by the City in carrying out the enforcement of the provisions of this Code shall be included as a special assessment against the property.

Section 107.2 Form.

Such notice prescribed in Section 107.1 shall be in accordance with all of the following:

1. Be in writing.
2. Include a description of the real estate sufficient for identification.

3. Include a statement of the violation or violations and why the notice is being issued.
4. Include a correction order allowing a reasonable time to make the repairs and improvements required to bring the dwelling unit or structure into compliance with the provisions of this Code.
5. Inform the property owner of the right to appeal.
6. Include a statement of the right to impose a special assessment in accordance with Section 106.3.

Section 108.1 General.

When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure shall be subject to the provisions of this Code.

Section 108.2 Closing of Vacant Structures.

If the structure is vacant and unfit for human habitation and occupancy, and is not in danger of structural collapse, the code official is authorized to post the premises and order the structure closed up so as not to be an attractive nuisance. Upon failure of the owner to close up the premises within the time specified in the order, the code official shall cause the premises to be closed and secured through any available public agency or by contract or arrangement by private persons and the cost thereof shall be assessed to the real estate upon which the structure is located.

Section 108.3 Notice.

Whenever the code official has determined a structure or equipment is unsafe, a structure is unfit for human occupancy or a structure is unlawful under the provisions of this Article, notice shall be posted in a conspicuous place in or about the structure affected by such notice and served on the owner or the person or persons responsible for the structure or equipment in accordance with Section 107.3. If the notice pertains to equipment, it shall also be placed on the unsafe equipment. The notice shall be in the form prescribed in Section 107.2.

Section 108.4 Posting.

Upon failure of the owner or person responsible to comply with the notice provisions within the time given, the code official shall place a posting on the premises or on the defective equipment which shall provide a statement of the penalties for occupying the premises or operating the equipment.

Section 108.4.1 Posting Removal.

The code official shall provide written approval and remove the posting whenever the defect or defects upon which the enforcement action and posting were based have been eliminated. It shall be unlawful for any person to deface, obscure or remove a posting without the approval of the code official. Any person who defaces, obscures or removes a posting shall be subject to the penalties provided by this Code.

Section 108.5 Prohibited Occupancy.

Any occupied structure posted by the code official shall be vacated as ordered by the code official. Any person who shall occupy posted premises or shall operate posted equipment, and

any owner or any person responsible for the premises who shall let anyone occupy a posted premises or operate posted equipment shall be liable for the penalties provided by this Code.

Section 109.6 Hearing.

Any person ordered to take emergency measures shall comply with such order forthwith. Any affected person shall thereafter, upon filing a written notice of appeal with the Clerk, be afforded an appeal/hearing as described in this Code.

Section 110.3 Failure to Comply.

If the owner of a premise fails to comply with a demolition order within the time prescribed, the code official shall cause the structure to be demolished and removed, either through an available public agency or by contract or arrangement with private persons, and the cost thereof assessed to the real estate upon which the structure is located.

Section 111.1 Application for Appeal.

Any person directly aggrieved by a notice issued under this Code, may within ten days after service of the same, appeal to the Council by filing a written notice of appeal with the Clerk. In the case of an appeal from a notice issued to vacate pending elimination of imminent dangers, the appeal shall be heard as soon as possible after the time of filing. In the case of appeals from other notices, the appeal shall be heard at such time as may be established by the Council, but the taking of an appeal from a notice other than one to vacate pending the elimination of imminent dangers shall, during the pendency of such appeal, restrain the City and its officers from proceeding in any manner to enforce such notice.

Section 111.2 Decision of the Council.

All appeals under this Code shall be heard by the Council. The Council may affirm in whole or in part or deny the existence of a violation of this Code, and if the violation is found to exist, confirm or modify the corrective action to be taken or the order requiring vacation of the premises and the time allowed for it.

Section 111.3 Correction of Violation by City; Assessment of Cost.

In all cases of violation of this Code to which M.S. 145A.03 through 145A.09 are applicable, the Sanitarian may proceed as provided in M.S. 145A.03 through 145A.09 to abate or remove the violation and to have the cost of it specially assessed against the lot or parcel where the violation was located. In suitable cases, said statutory remedies and procedure may be used either concurrently with, or separate from, the procedures prescribed in this Code.

Section 112.4 Failure to comply.

Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of a misdemeanor.

Section 201.3 Terms Defined in Other Codes.

Where terms are not defined in this Code and are defined in the Falcon Heights City Code or the Minnesota State Building Code, such terms shall have the meanings ascribed to them as stated in those codes.

Section 304.14 Insect Screens.

Except for owner-occupied residential dwellings, During the period from May 15 to October 15 every door, window and other outside opening required for ventilation of habitable rooms, food preparation areas, food service areas or any areas where products to be included or utilized in food for human consumption are processed, manufactured, packaged or stored shall be supplied with approved tightly fitting screens of not less than 16 mesh per inch (16 mesh per 25 mm), and every screen door used for insect control shall have a self-closing device in good working condition.

Section 305.1 General.

The interior of a rental structure and equipment therein shall be maintained in good repair, structurally sound and in a sanitary condition. Occupants shall keep that part of the structure which they occupy or control in a clean and sanitary condition. Every owner of a structure containing a rooming house, housekeeping units, a hotel, a dormitory, two or more dwelling units or two or more nonresidential occupancies, shall maintain, in a clean and sanitary condition, the shared or public areas of the structure and exterior property. The property owner is ultimately responsible for the whole property.

Section 3067.1 General.

Every exterior and interior flight of stairs shall have handrails on both sides of the stair.

Exception: Stairs having four or more risers and permitted by the Minnesota State Building Code to be less than 44" wide may have handrails on one side. Stairs having less than four risers and permitted by the Minnesota State Building Code to be less than 44" wide are not required to have handrails.

Every open portion of a stair, landing, balcony, porch, deck, ramp or other walking surface which is more than 30 inches (762 mm) above the floor or grade below shall have guards. Handrails shall not be less than 34 inches (864 mm) high or more than 38 inches (965 mm) high measured vertically above the nosing of the tread or above the finished floor of the landing or walking surfaces. Guards shall not be less than 42 inches (1067 mm) high above the floor of the landing, balcony, porch, deck, or ramp or other walking surface.

Exceptions:

1. Guards may be not less than 36 inches (914mm) high where permitted by the Minnesota Stat Building Code.
2. Guards shall not be required where exempted by the adopted building code.

Section 308.4 Multiple Occupancies.

The owner of a structure containing two or more dwelling units, a multiple occupancy, a rooming house or a nonresidential structure shall be responsible for extermination in the public or shared areas of the structure and exterior property. If infestation is caused by failure of an occupant to prevent such infestation in the area occupied, the occupant shall be responsible for extermination. Whenever infestation exists in two or more dwelling units in a dwelling, extermination of the infested areas shall be the responsibility of the owner and operator.

Section 401.3 Alternative Devices.

In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the Minnesota State Building Code shall be permitted.

Section 402.3 Other Spaces.

All other spaces shall be provided with natural or artificial light to permit the maintenance of sanitary conditions, and the safe occupancy of the space and utilization of the appliances, equipment and fixtures. Minimum artificial light shall provide 10 foot candles of light over the room area at a height of 30 inches.

Section 505.1 General. Amended to read:

Every sink, lavatory, bathtub or shower, drinking fountain, water closet or other plumbing fixture shall be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, bathtubs and showers shall be supplied with hot or tempered and cold running water in accordance with the Minnesota State Building Code.

Section 602.2 Residential Occupancies.

Dwellings shall be provided with heating facilities capable of maintaining a room temperature of 68°F (20°C) at a distance 3 feet above floor level in all habitable rooms, bathrooms and toilet rooms based on the winter outdoor design temperature of -15°F. Cooking appliances shall not be used to provide space heating to meet the requirements of this section.

Section 602.3 Heat supply.

Every owner and operator of any building who rents, leases or lets one or more dwelling units or sleeping units on terms, either expressed or implied, to furnish heat to the occupants thereof shall supply heat during the period from September 15 to May 15 to maintain a temperature of not less than 68°F (20°C) at a distance 3 feet above floor level in all habitable rooms, bathrooms, and toilet rooms.

Exception: When the outdoor temperature is below the winter outdoor design temperature for the locality, maintenance of the minimum room temperature shall not be required provided that the heating system is operating at its full design capacity. The winter outdoor design temperature shall be -15°F.

Section 602.4 Occupiable Work Spaces.

Indoor occupiable work spaces shall be supplied with heat during the period from September 15 to May 15 to maintain a temperature of not less than 65°F (18°C) at a distance 3 feet above floor level during the period the spaces are occupied.

Section 604.2 Service.

The size and usage of appliances and equipment shall serve as a basis for determining the need for additional facilities in accordance with the currently adopted National Electrical Code. Dwelling units shall be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 amperes.

Section 605.2 Receptacles.

Every habitable space in a dwelling shall contain at least two separate and remote receptacle outlets. Every laundry area and bathroom in a dwelling shall contain at least one receptacle. Any electrical outlet within six feet of a water source or water outlet shall include operable ground fault circuit interrupter protection.

Section 606.1 General.

Elevators, dumbwaiters and escalators shall be maintained in compliance with Minnesota Elevators and Related Devices Code. The most current certification of inspection shall be on display at all times within the elevator or attached to the escalator or dumbwaiter, or the certificate shall be available for public inspection in the office of the building operator. The inspection and tests shall be performed at not less than the periodical intervals listed in Minnesota Elevators and Related Devices Code, except where otherwise specified by the authority having jurisdiction.

Section 702.1 General.

A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the Minnesota State Fire Code.

Section 702.2 Aisles.

The required width of aisles in accordance with the Minnesota State Fire Code shall be unobstructed.

Section 702.3 Locked Doors.

All means of egress doors shall be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where the door hardware conforms to that permitted by the Minnesota State Building Code.

Section 702.4 Emergency Escape Openings.

Required emergency escape openings for Group IRC, Group R and Group I-1 shall comply with Minnesota State Fire Code Section 1026, Emergency Escape and Rescue.

Section 704.1 General.

All systems, devices and equipment to detect a fire, actuate an alarm, or suppress or control a fire or any combination thereof shall be maintained in an operable condition at all times in accordance with the Minnesota State Fire Code.

Section 704.2 Smoke Alarms.

Single or multiple-station smoke alarms shall be installed and maintained in Groups R-2, R-3, R-4 and in dwellings not regulated in Group R occupancies, regardless of occupant load at all of the following locations:

1. on the ceiling or wall outside of each separate sleeping area in the immediate vicinity of bedrooms.
2. in each room used for sleeping purposes.
3. In each story within a dwelling unit, including basements and cellars but not including crawl spaces and uninhabitable attics. In dwellings or dwelling units with split levels and

without an intervening door between the adjacent levels, a smoke alarm installed on the upper level shall suffice for the adjacent lower level provided that the lower level is less than one full story below the upper level.

Single or multiple-station smoke alarms shall be installed in other groups in accordance with the Minnesota State Fire Code.

SECTION 2. This ordinance is effective immediately upon its passage and publication.

ADOPTED this _____ day of _____, 2012, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Bart Fisher, City Administrator/Clerk