

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

AGENDA
July 25, 2012

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ GOSLINE ____
LONG ____ MERCER-TAYLOR ____
FISCHER ____
- C. PRESENTATIONS:
 - 1. Emergency Management Update- Dan Johnson-Powers
- D. APPROVAL OF MINUTES: July 11, 2012
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 7/19/2012: \$214,485.31
Payroll through 7/12/2012: \$18,743.35
 - 2. Approval of City Licenses
 - 3. Appointment of Christina Erickson to Parks and Recreation Commission
 - 4. Approval of Structural Repair of City Hall's Southwest Corner
 - 5. Approval of LED Light Installation and Budget Amendment
- G. POLICY ITEMS:
 - 1. Approval of Stormwater Management Plan for TIES Parking Lot Reconstruction
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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AGENDA/MINUTES
July 11, 2012

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM __X__ HARRIS __X__ GOSLINE __X__
LONG __X__ MERCER-TAYLOR __X__
FISCHER __X__
- C. PRESENTATIONS:
1. Greenstep Cities Set 3 Award- Diana McKweown
Metro Clean Energy Resource Team Director
- D. APPROVAL OF MINUTES: June 27, 2012 Approved
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA: Pam Harris Moved Approval 5-0
1. General Disbursements through 7/5/2012: 148,781.00
Payroll through 6/28/2012: \$20,383.25
- G: POLICY ITEMS:
1. Ordinance Adopting, Amending City Parking Lot Requirements Pam Harris Moved Approval
5-0
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
Janet Macy Avery Thompson, 1743 Maple Court, parking issue.
- J. ADJOURNMENT: 7:52 pm



The City That Soars!

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|-----------------------------------|
| Meeting Date | July 25, 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 7/19/2012: \$214,485.31 Payroll through 7/12/2012: \$18,743.35 |
| 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: 00712 July Payables 2

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

| -----ID----- | | | GROSS | P.O. # | | |
|----------------|-------------------------------|--------------------------------|----------|--------------------|------------------------|--------------|
| POST DATE | BANK CODE | -----DESCRIPTION----- | DISCOUNT | G/L ACCOUNT | -----ACCOUNT NAME----- | DISTRIBUTION |
| ===== | | | | | | |
| 01-05389 | ALLISON DAVITT | | | | | |
| I-201207133531 | | ART SUPPLIES/COOKIE CUTTERS/M | 173.85 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | ART SUPPLIES/COOKIE CUTTERS | | 201 4201-70300-000 | RECREATION SUPPLIES | 122.75 |
| | | MILEAGE REIMB | | 201 4201-86010-000 | MILEAGE | 51.10 |
| | | === VENDOR TOTALS === | 173.85 | | | |
| ===== | | | | | | |
| 01-00227 | AMERICAN PLANNING ASSOCIATION | | | | | |
| I-201207173548 | | 2012 MEMBERSHIP | 308.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | 2012 MEMBERSHIP | | 101 4117-86110-000 | MEMBERSHIPS | 308.00 |
| | | === VENDOR TOTALS === | 308.00 | | | |
| ===== | | | | | | |
| 01-00250 | AMERIPRIDE SERVICES | | | | | |
| I-10804240 0 | | LINEN SVCS | 41.08 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | LINEN SVCS | | 101 4124-82011-000 | LINEN CLEANING | 41.08 |
| | | === VENDOR TOTALS === | 41.08 | | | |
| ===== | | | | | | |
| 01-00892 | BEARCOM | | | | | |
| I-4126467 | | RADIO REPAIR | 99.72 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | RADIO REPAIR | | 101 4124-87092-000 | REPAIR RADIOS | 99.72 |
| | | === VENDOR TOTALS === | 99.72 | | | |
| ===== | | | | | | |
| 01-00869 | BENEFIT EXTRAS, INC | | | | | |
| I-45819 | | QTRLY FLEX ADMINISTRATION | 94.50 | | | |
| 7/18/2012 | APBNK | DUE: 7/18/2012 DISC: 7/18/2012 | | 1099: N | | |
| | | QTRLY FLEX ADMINISTRATION | | 101 4112-89000-000 | MISCELLANEOUS | 94.50 |
| | | === VENDOR TOTALS === | 94.50 | | | |
| ===== | | | | | | |
| 01-00999 | BOUNCE ON AIR | | | | | |
| I-B&S-16 | | BOUNCE ON AIR | 289.24 | | | |
| 7/18/2012 | APBNK | DUE: 7/18/2012 DISC: 7/18/2012 | | 1099: N | | |
| | | BOUNCE ON AIR | | 101 4116-89010-000 | SPECIAL EVENTS | 289.24 |
| | | === VENDOR TOTALS === | 289.24 | | | |

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| -----ID----- | | | | GROSS | P.O. # | | |
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| POST DATE | BANK CODE | -----DESCRIPTION----- | | DISCOUNT | G/L ACCOUNT | -----ACCOUNT NAME----- | DISTRIBUTION |
| ===== | | | | | | | |
| 01-05422 | BP | | | | | | |
| I-201207133529 | | FUEL | | 1,068.07 | | | |
| 7/13/2012 | APBNK | MANUAL CK# 079405 7/09/2012 | | | 1099: N | | |
| | | FUEL | | | 101 4132-74000-000 | MOTOR FUEL & LUBRICANTS | 542.33 |
| | | FUEL | | | 602 4602-74000-000 | FUEL & LUBRICANTS | 392.99 |
| | | FUEL | | | 101 4124-74000-000 | MOTOR FUEL & LUBRICANTS | 132.75 |
| | | === VENDOR TOTALS === | | 1,068.07 | | | |
| ===== | | | | | | | |
| 01-01045 | BREDAHL PLUMBING INC | | | | | | |
| I-S33734Z | | RPZ REBUILD COMM PARK | | 1,433.00 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | | 1099: N | | |
| | | RPZ REBUILD COMM PARK | | | 101 4141-87120-000 | FACILITIES & GROUND MAIN | 1,433.00 |
| | | === VENDOR TOTALS === | | 1,433.00 | | | |
| ===== | | | | | | | |
| 01-03001 | CAMPBELL KNOTSON | | | | | | |
| I-177 | | JUNE LEGALS | | 756.00 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | | 1099: N | | |
| | | JUNE LEGALS | | | 101 4114-80200-000 | LEGAL FEES | 756.00 |
| | | === VENDOR TOTALS === | | 756.00 | | | |
| ===== | | | | | | | |
| 01-03089 | CASH | | | | | | |
| I-201207173551 | | POSTAGE/BOLTS/REC SPORTS FOOD | | 72.35 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | | 1099: N | | |
| | | POSTAGE | | | 101 4112-70500-000 | POSTAGE | 18.50 |
| | | FOOD FOR COOKING CLASS | | | 201 4201-70100-000 | SUPPLIES | 48.00 |
| | | BOLTS | | | 101 4132-70120-000 | SUPPLIES | 5.85 |
| | | === VENDOR TOTALS === | | 72.35 | | | |
| ===== | | | | | | | |
| 01-05460 | CDW GOVERNMENT | | | | | | |
| I-M471660 | | CARD READER-COMPUTER | | 19.02 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | | 1099: N | | |
| | | CARD READER-COMPUTER | | | 101 4112-70100-000 | SUPPLIES | 19.02 |
| | | === VENDOR TOTALS === | | 19.02 | | | |

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| ===== | | | | | | |
| 01-03110 | | CENTURY LINK | | | | |
| I-201207133530 | | LANDLINE PHONES | 171.74 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | LANDLINE PHONES | | 601 4601-85011-000 | TELEPHONE - LANDLINE | 58.72 |
| | | LANDLINE PHONES | | 101 4141-85011-000 | TELEPHONE - LANDLINE | 54.40 |
| | | LANDLINE PHONES | | 101 4141-85011-000 | TELEPHONE - LANDLINE | 58.62 |
| | | === VENDOR TOTALS === | 171.74 | | | |
| ===== | | | | | | |
| 01-03119 | | CHEN, YUGING | | | | |
| I-201207173542 | | REFUND REC SPORTS | 20.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | REFUND REC SPORTS | | 201 34310-000 | RECREATION FEES | 20.00 |
| | | === VENDOR TOTALS === | 20.00 | | | |
| ===== | | | | | | |
| 01-03123 | | CINTAS CORPORATION #470 | | | | |
| I-470835521 | | SHOP SUPPLIES | 256.85 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | SHOP SUPPLIES | | 101 4131-70110-000 | SUPPLIES | 128.42 |
| | | SHOP SUPPLIES | | 101 4141-70100-000 | SUPPLIES | 128.43 |
| | | === VENDOR TOTALS === | 256.85 | | | |
| ===== | | | | | | |
| 01-03122 | | CITY OF ST PAUL | | | | |
| I-123437 | | FIRE FUEL | 60.96 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | FIRE FUEL | | 101 4124-74000-000 | MOTOR FUEL & LUBRICANTS | 60.96 |
| | | === VENDOR TOTALS === | 60.96 | | | |
| ===== | | | | | | |
| 01-03247 | | CUB FOODS | | | | |
| I-201207183552 | | REC SPORTS SUPPLIES/COOKING C | 132.44 | | | |
| 7/18/2012 | APBNK | DUE: 7/18/2012 DISC: 7/18/2012 | | 1099: N | | |
| | | COOKING CLASS FOOD & SUPPLIES | | 201 4201-70100-000 | SUPPLIES | 31.44 |
| | | COOKING CLASS FOOD & SUPPLIES | | 201 4201-70100-000 | SUPPLIES | 31.10 |
| | | COOKING CLASS FOOD & SUPPLIES | | 201 4201-70100-000 | SUPPLIES | 59.28 |
| | | COOKING CLASS FOOD & SUPPLIES | | 201 4201-70100-000 | SUPPLIES | 10.62 |
| | | === VENDOR TOTALS === | 132.44 | | | |

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| ===== | | | | | | |
| 01-04000 | EHLERS AND ASSOCIATES | | | | | |
| I-344811 | | TIF REPORTING | 2,583.75 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | TIF REPORTING | | 412 4412-81900-000 | OTHER PROFESSIONAL SERVI | 2,583.75 |
| | | === VENDOR TOTALS === | 2,583.75 | | | |
| ===== | | | | | | |
| 01-04027 | EMERGENCY APPARATUS MAINT | | | | | |
| I-62504 | | 752 - CHECK AIR VALUE REPAIR | 560.22 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | 752 - CHECK AIR VALUE REPAIR | | 101 4124-87029-000 | REPAIR OTHER EQUIPMENT | 560.22 |
| | | === VENDOR TOTALS === | 560.22 | | | |
| ===== | | | | | | |
| 01-04063 | FALCON HEIGHTS | | | | | |
| I-201207133532 | | COMM GARDEN FEE | 25.00 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | COMM GARDEN FEE | | 201 4201-89000-000 | MISCELLANEOUS | 25.00 |
| | | === VENDOR TOTALS === | 25.00 | | | |
| ===== | | | | | | |
| 01-04061 | FALCON HEIGHTS FIRE RELIEF | | | | | |
| I-201207133533 | | FIRE RELIEF PASS THROUGH | 1,000.00 | | | |
| 7/13/2012 | APBNK | MANUAL CK# 079404 7/09/2012 | | 1099: N | | |
| | | FIRE RELIEF PASS THROUGH | | 101 4125-64040-000 | FIRE RELIEF AID | 1,000.00 |
| | | === VENDOR TOTALS === | 1,000.00 | | | |
| ===== | | | | | | |
| 01-04970 | GE, XIANONA | | | | | |
| I-201207173541 | | REFUND REC SPORTS | 20.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | REFUND REC SPORTS | | 201 34310-000 | RECREATION FEES | 20.00 |
| | | === VENDOR TOTALS === | 20.00 | | | |
| ===== | | | | | | |
| 01-07276 | HUGHES & COSTELLO | | | | | |
| I-201207173540 | | JUNE PROSECUTIONS | 2,500.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | JUNE PROSECUTIONS | | 101 4123-80200-000 | LEGAL FEES | 2,500.00 |
| | | === VENDOR TOTALS === | 2,500.00 | | | |

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| ===== | | | | | | |
| 01-05234 | JOHN STEINER | | | | | |
| I-201207173537 | | ICE CREAM SOCIAL BAND | 375.00 | | | |
| 7/17/2012 | APBNK | MANUAL CK# 079431 7/16/2012 | | 1099: N | | |
| | | ICE CREAM SOCIAL BAND | | 101 4116-89010-000 | SPECIAL EVENTS | 375.00 |
| | | === VENDOR TOTALS === | 375.00 | | | |
| ===== | | | | | | |
| 01-03255 | KEEPSRS, INC. | | | | | |
| I-201207173549 | | CLOTHING FOR FIRE FIGHTER | 42.89 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | CLOTHING FOR FIRE FIGHTER | | 101 4124-77000-000 | CLOTHING | 42.89 |
| | | === VENDOR TOTALS === | 42.89 | | | |
| ===== | | | | | | |
| 01-05158 | LI, YONG | | | | | |
| I-201207173543 | | REFUND REC SPORTS | 20.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | REFUND REC SPORTS | | 201 34310-000 | RECREATION FEES | 20.00 |
| | | === VENDOR TOTALS === | 20.00 | | | |
| ===== | | | | | | |
| 01-05536 | LINN BUILDING MAINTENANCE | | | | | |
| I-22189 | | CH CLEANING - JUL/AUG | 169.00 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | CH CLEANING - JUL/AUG | | 101 4131-87010-000 | CITY HALL MAINTENANCE | 169.00 |
| | | === VENDOR TOTALS === | 169.00 | | | |
| ===== | | | | | | |
| 01-05646 | M-R SIGN COMPANY INC | | | | | |
| I-172504 | | CITY SIGNS (STOP/NO PARKING/H | 2,080.93 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | CITY SIGNS (STOP/NO PARKING/HA | | 101 4132-75100-000 | STREET SIGNS | 2,080.93 |
| | | === VENDOR TOTALS === | 2,080.93 | | | |
| ===== | | | | | | |
| 01-05555 | MEDICS TRAINING | | | | | |
| I-9250 | | EMS TNG IN-SERVICE | 525.00 | | | |
| 7/18/2012 | APBNK | DUE: 7/18/2012 DISC: 7/18/2012 | | 1099: N | | |
| | | EMS TNG IN-SERVICE | | 101 4124-86020-000 | TRAINING | 525.00 |
| | | === VENDOR TOTALS === | 525.00 | | | |

PACKET: 00712 July Payables 2
 VENDOR SET: 01 City of Falcon Heights
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| -----ID----- | | | GROSS | P.O. # | | |
|----------------|--------------------------------|--------------------------------|-----------|--------------------|------------------------|--------------|
| POST DATE | BANK CODE | -----DESCRIPTION----- | DISCOUNT | G/L ACCOUNT | -----ACCOUNT NAME----- | DISTRIBUTION |
| ===== | | | | | | |
| 01-05670 | METRO PRODUCTS INC | | | | | |
| I-86052 | | NYLON ROPE | 14.96 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | NYLON ROPE | | 101 4132-70120-000 | SUPPLIES | 14.96 |
| | | === VENDOR TOTALS === | 14.96 | | | |
| ===== | | | | | | |
| 01-05665 | METROPOLITAN COUNCIL | | | | | |
| I-0000993042 | | AUG SEWER CHARGES | 32,518.75 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | AUG SEWER CHARGES | | 601 4601-85060-000 | METRO SEWER CHARGES | 32,518.75 |
| | | === VENDOR TOTALS === | 32,518.75 | | | |
| ===== | | | | | | |
| 01-05843 | MN NCPERS LIFE INSURANCE | | | | | |
| I-4588712 | | AUG LIFE INS | 32.00 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | AUG LIFE INS | | 101 21709-000 | OTHER PAYABLE | 31.20 |
| | | JUNE LIFE | | 206 21709-000 | OTHER PAYABLE | 0.80 |
| | | === VENDOR TOTALS === | 32.00 | | | |
| ===== | | | | | | |
| 01-05273 | MN PUBLIC EMPLOYEES INSURANCE | | | | | |
| I-201207173546 | | AUGUST HEALTH INS | 8,195.72 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | AUGUST HEALTH INS | | 101 4112-89000-000 | MISCELLANEOUS | 8,195.72 |
| | | === VENDOR TOTALS === | 8,195.72 | | | |
| ===== | | | | | | |
| 01-05071 | NATIONAL RECREATION AND PARK A | | | | | |
| I-201207173547 | | NRPA MEMBERSHIP | 150.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | NRPA MEMBERSHIP | | 101 4141-86110-000 | MEMBERSHIPS | 150.00 |
| | | === VENDOR TOTALS === | 150.00 | | | |
| ===== | | | | | | |
| 01-05982 | NEP CORPORATION | | | | | |
| I-069775 | | SHOP SUPPLIES | 106.76 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | SHOP SUPPLIES | | 101 4131-70110-000 | SUPPLIES | 106.76 |
| | | === VENDOR TOTALS === | 106.76 | | | |

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| ===== | | | | | | |
| 01-07263 | NEXTEL COMMUNICATIONS, INC | | | | | |
| I-172868921-0881 | | JUNE FIRE CELL PHONES | 90.05 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | JUNE FIRE CELL PHONES | | 101 4124-85015-000 | CELL PHONE | 90.05 |
| | | === VENDOR TOTALS === | 90.05 | | | |
| ===== | | | | | | |
| 01-06065 | OXYGEN SERVICE COMPANY | | | | | |
| I-03198688 | | O2 REFILL | 69.42 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | O2 REFILL | | 101 4124-70100-000 | SUPPLIES | 69.42 |
| | | === VENDOR TOTALS === | 69.42 | | | |
| ===== | | | | | | |
| 01-06999 | RAMSEY CTY FIRE CHIEFS ASSOCIA | | | | | |
| I-201207133535 | | FIRE TRAINING/CERT | 1,006.88 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | FIRE TRAINING/CERT | | 101 4124-86020-000 | TRAINING | 1,006.88 |
| | | === VENDOR TOTALS === | 1,006.88 | | | |
| ===== | | | | | | |
| 01-06301 | SAMS CLUB DISCOVER CARD | | | | | |
| I-201207173538 | | PARK SUPPLIES/GATORADE/MS4 PM | 270.91 | | | |
| 7/17/2012 | APBNK | MANUAL CK# 079430 7/16/2012 | | 1099: N | | |
| | | MOVIE IN PARK SUPPLIES | | 101 4116-89010-000 | SPECIAL EVENTS | 149.37 |
| | | MS4 PERMIT | | 602 4602-88600-000 | MCSC AND MS4 PERMIT FEE | 27.96 |
| | | GATORAGE FOR STREET WORKERS | | 101 4132-70120-000 | SUPPLIES | 93.58 |
| | | === VENDOR TOTALS === | 270.91 | | | |
| ===== | | | | | | |
| 01-06415 | SCHARBER & SONS | | | | | |
| I-1103203 | | JD WINDSHIELDS | 586.85 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | JD WINDSHIELDS | | 101 4132-87016-000 | REPAIR JOHN DEERE | 586.85 |
| | | === VENDOR TOTALS === | 586.85 | | | |
| ===== | | | | | | |
| 01-07128 | ST CROIX TREE SERVICE | | | | | |
| I-72829 | | TREE&STUMP REMOVAL/CHIPPING | 903.09 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | TREE&STUMP REMOVAL/CHIPPING | | 419 4419-84000-000 | TREE TRIMMING | 903.09 |
| | | === VENDOR TOTALS === | 903.09 | | | |

PACKET: 00712 July Payables 2

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

| -----ID----- | | | GROSS | P.O. # | | |
|----------------|-----------|--------------------------------|-----------|--------------------|--------------------------|--------------|
| POST DATE | BANK CODE | -----DESCRIPTION----- | DISCOUNT | G/L ACCOUNT | -----ACCOUNT NAME----- | DISTRIBUTION |
| ===== | | | | | | |
| 01-00935 | | ST PAUL REGIONAL WATER SERVICE | | | | |
| ----- | | | | | | |
| I-201207133536 | | WATER/SEWER UTILITIES | 294.86 | | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | | |
| | | WATER/SEWER UTILITIES | | 101 4131-85040-000 | WATER | 17.13 |
| | | WATER/SEWER UTILITIES | | 101 4131-85070-000 | SEWER | 19.24 |
| | | WATER/SEWER UTILITIES | | 101 4141-85040-000 | WATER | 145.60 |
| | | WATER/SEWER UTILITIES | | 101 4141-85070-000 | SEWER | 86.93 |
| | | WATER/SEWER UTILITIES | | 101 4141-85040-000 | WATER | 17.13 |
| | | WATER/SEWER UTILITIES | | 101 4141-85070-000 | SEWER | 8.83 |
| | | === VENDOR TOTALS === | 294.86 | | | |
| ===== | | | | | | |
| 01-06525 | | SUBURBAN ACE HARDWARE | | | | |
| ----- | | | | | | |
| I-201207173539 | | SIGN BOLTS/EQUIP #S/WATER FOU | 34.48 | | | |
| 7/17/2012 | APBNK | MANUAL CK# 079429 7/16/2012 | | 1099: N | | |
| | | SIGN BOTS & EQUIPMENT #'S | | 101 4132-70120-000 | SUPPLIES | 20.86 |
| | | WATER FOUNTAIN REPAIR PARTS | | 101 4141-87120-000 | FACILITIES & GROUND MAIN | 13.62 |
| | | === VENDOR TOTALS === | 34.48 | | | |
| ===== | | | | | | |
| 01-06581 | | TRI-STATE BOBCAT INC | | | | |
| ----- | | | | | | |
| I-201207173550 | | TOOLCAT 5610 WITH MOWERS | 51,842.71 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | TOOLCAT 5610 F SERIES BOBCAT | | 424 4424-91000-000 | MACHINERY & EQUIPMENT | 43,623.81 |
| | | TOOLCAT 72 " MOWER | | 424 4424-91000-000 | MACHINERY & EQUIPMENT | 3,660.58 |
| | | TOOLCAT 72" BRUSH MOWER | | 424 4424-91000-000 | MACHINERY & EQUIPMENT | 4,558.32 |
| | | === VENDOR TOTALS === | 51,842.71 | | | |
| ===== | | | | | | |
| 01-05314 | | UNITED STATE TENNIS ASSOCIATIO | | | | |
| ----- | | | | | | |
| I-201207173545 | | MEMBERSHIP | 35.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | MEMBERSHIP | | 201 4201-86100-000 | CONFERENCES/EDUCATION | 35.00 |
| | | === VENDOR TOTALS === | 35.00 | | | |
| ===== | | | | | | |
| 01-07600 | | WANG, CULLI | | | | |
| ----- | | | | | | |
| I-201207173544 | | REFUND REC SPORTS | 20.00 | | | |
| 7/17/2012 | APBNK | DUE: 7/17/2012 DISC: 7/17/2012 | | 1099: N | | |
| | | REFUND REC SPORTS | | 201 34310-000 | RECREATION FEES | 20.00 |
| | | === VENDOR TOTALS === | 20.00 | | | |

PACKET: 00712 July Payables 2

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 |

01-05870 XCEL ENERGY

| | | | | | |
|-------------|-------|--------------------------------|----------|--------------------|--------------------------------|
| I-427511695 | ELECT | | 2,287.43 | | |
| 7/13/2012 | APBNK | DUE: 7/13/2012 DISC: 7/13/2012 | | 1099: N | |
| | ELECT | | | 101 4141-85020-000 | ELECTRIC/GAS 26.60 |
| | ELECT | | | 101 4121-85020-000 | ELECTRIC 7.60 |
| | ELECT | | | 209 4209-85020-000 | STREET LIGHTING POWER 2,073.21 |
| | ELECT | | | 209 4209-85020-000 | STREET LIGHTING POWER 124.83 |
| | ELECT | | | 209 4209-85020-000 | STREET LIGHTING POWER 9.89 |
| | ELECT | | | 101 4141-85020-000 | ELECTRIC/GAS 45.30 |

=== VENDOR TOTALS === 2,287.43

=== PACKET TOTALS === 113,358.46

| | |
|----------------------|----------------|
| federal withholdings | 5791.54 |
| state withholdings | 1001.93 |
| PERA | 2753.05 |
| ICMA | <u>1625.00</u> |

total: 124,530.00

PACKET: 00714 JULY 19 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

| -----ID----- | | | GROSS | P.O. # | | |
|----------------|--------------------------------|--------------------------------|-----------|--------------------|-------------------------|--------------|
| POST DATE | BANK CODE | -----DESCRIPTION----- | DISCOUNT | G/L ACCOUNT | -----ACCOUNT NAME----- | DISTRIBUTION |
| ===== | | | | | | |
| 01-01047 | BRUCE'S FOOD | | | | | |
| I-201207193554 | | ICE CREAM SOCIAL SUPPLIES | 289.39 | | | |
| 7/19/2012 | APBNK | DUE: 7/19/2012 DISC: 7/19/2012 | | 1099: N | | |
| | | ICE CREAM SOCIAL SUPPLIES | | 101 4116-89010-000 | SPECIAL EVENTS | 289.39 |
| | | === VENDOR TOTALS === | 289.39 | | | |
| ===== | | | | | | |
| 01-07174 | FALCON HEIGHTS LIMITED PARTNER | | | | | |
| I-201207193555 | | 1ST HALF PAY AS GO PYMT | 54,082.00 | | | |
| 7/19/2012 | APBNK | DUE: 7/19/2012 DISC: 7/19/2012 | | 1099: N | | |
| | | 1ST HALF PAY AS GO PYMT | | 414 4414-93000-000 | DEBT PAY AS YOU GO PYMT | 54,082.00 |
| | | === VENDOR TOTALS === | 54,082.00 | | | |
| ===== | | | | | | |
| 01-05134 | HEJNY RENTAL, INC. | | | | | |
| I-201207193553 | | DUNK TANK RENTAL | 185.38 | | | |
| 7/19/2012 | APBNK | DUE: 7/19/2012 DISC: 7/19/2012 | | 1099: N | | |
| | | DUNK TANK RENTAL | | 101 4116-89010-000 | SPECIAL EVENTS | 185.38 |
| | | === VENDOR TOTALS === | 185.38 | | | |
| ===== | | | | | | |
| 01-05054 | DEBORAH JONES | | | | | |
| I-201207193557 | | MILEAGE REIMB | 20.54 | | | |
| 7/19/2012 | APBNK | DUE: 7/19/2012 DISC: 7/19/2012 | | 1099: N | | |
| | | MILEAGE REIMB | | 101 4117-86010-000 | MILEAGE | 20.54 |
| | | === VENDOR TOTALS === | 20.54 | | | |
| ===== | | | | | | |
| 01-07173 | TOWNSQUARE SENIOR LLC | | | | | |
| I-201207193556 | | 1ST HALF PAY AS GO PYMT | 35,378.00 | | | |
| 7/19/2012 | APBNK | DUE: 7/19/2012 DISC: 7/19/2012 | | 1099: N | | |
| | | 1ST HALF PAY AS GO PYMT | | 414 4414-93000-000 | DEBT PAY AS YOU GO PYMT | 35,378.00 |
| | | === VENDOR TOTALS === | 35,378.00 | | | |
| | | === PACKET TOTALS === | 89,955.31 | | | |

| EMP NO | EMPLOYEE NAME | TYPE | CHECK DATE | CHECK AMOUNT | CHECK NO. |
|--------|-------------------------|------|------------|--------------|-----------|
| 1137 | DIEGNAU, PAUL | R | 7/12/2012 | 551.40 | 079406 |
| | KURHAJETZ, CLEMENT | R | 7/12/2012 | 190.99 | 079407 |
| | ANDERSON, KEVIN | R | 7/12/2012 | 81.03 | 079408 |
| 0097 | GAFFNEY, PATRICK | R | 7/12/2012 | 157.48 | 079409 |
| 0104 | VANN, VINCENT A | R | 7/12/2012 | 44.14 | 079410 |
| 0119 | WICK, JEFFREY M | R | 7/12/2012 | 40.16 | 079411 |
| 0120 | HAWTHORNE, ROCHELLE L | R | 7/12/2012 | 15.91 | 079412 |
| 0123 | SULLIVAN, BRYAN R | R | 7/12/2012 | 293.24 | 079413 |
| 0125 | MILLER, RACHEL L | R | 7/12/2012 | 74.76 | 079414 |
| 0126 | SMITH, BENJAMIN J | R | 7/12/2012 | 98.66 | 079415 |
| 0127 | PONTRELLI, MITCHELL E | R | 7/12/2012 | 118.98 | 079416 |
| 0128 | ROSENBERG, NICHOLAS M | R | 7/12/2012 | 66.81 | 079417 |
| 0129 | BRIONES, JONNY W | R | 7/12/2012 | 10.73 | 079418 |
| 2172 | ARCAND, MICHAEL W | R | 7/12/2012 | 429.57 | 079419 |
| 1034 | PITTMAN, GERALD J | R | 7/12/2012 | 498.11 | 079420 |
| 1036 | IVERSON, ERIC K | R | 7/12/2012 | 681.85 | 079421 |
| 2164 | MILLER, ALLISON | R | 7/12/2012 | 236.45 | 079422 |
| 2186 | DAVITT, ALLISON N | R | 7/12/2012 | 829.49 | 079423 |
| 2189 | HOWELL, RYAN D | R | 7/12/2012 | 199.55 | 079424 |
| 2198 | LUNDY, ROSE M | R | 7/12/2012 | 102.24 | 079425 |
| 2199 | PELLEGRINI, DAVID L | R | 7/12/2012 | 102.24 | 079426 |
| 2200 | POLYDOROFF, ALEXANDER L | R | 7/12/2012 | 54.15 | 079427 |
| 2201 | SAVAGE, MADELYN R | R | 7/12/2012 | 79.25 | 079428 |

DIRECT DEPOSIT LIST

FBI PERIOD ENDING 7/12/2012
 DIRECT DEPOSIT EFFECTIVE DATE 7/12/2012

| EMP # | NAME | AMOUNT |
|---------|-------------------------|----------|
| 0004 | BART J FISCHER | 2,408.86 |
| 01-1010 | MICHELLE C TESSER | 1,471.15 |
| 01-1136 | ROLAND O OLSON | 1,484.02 |
| 01-1038 | DEBORAH K JONES | 1,674.53 |
| 01-0085 | DANIEL S JOHNSON-POWERS | 650.65 |
| 01-0086 | RICHARD H HINRICHS | 104.19 |
| 01-0087 | MICHAEL A MCKAY | 173.78 |
| 01-0095 | MICHAEL J POESCHL | 212.37 |
| 01-0101 | DALE E HUFF | 85.50 |
| 01-0105 | ANTON M FEHRENBACH | 141.29 |
| 01-0124 | MICHAEL D KRUSE | 123.30 |
| 01-1030 | TIMOTHY J PITTMAN | 1,815.12 |
| 01-1033 | DAVE TRETSVEN | 1,477.37 |
| 01-1143 | COLIN B CALLAHAN | 1,066.27 |
| 01-2129 | KIRSTEN M SKUNDBERG | 347.72 |
| 01-2148 | LEANN M BENSON | 82.92 |
| 01-2187 | LUKE J MIELKE | 235.94 |
| 01-2197 | LAURA A CHANDLER | 221.18 |

TOTAL PRINTED: 18 13,776.16

*** REGISTER TOTALS ***

| | | |
|--------------------------------|----|-----------|
| REGULAR CHECKS: | 23 | 4,967.19 |
| DIRECT DEPOSIT REGULAR CHECKS: | 18 | 13,776.16 |
| MANUAL CHECKS: | | |
| PRINTED MANUAL CHECKS: | | |
| DIRECT DEPOSIT MANUAL CHECKS: | | |
| VOIDED CHECKS: | | |
| NON CHECKS: | | |
| TOTAL CHECKS: | 41 | 18,743.35 |



The City That Soars!

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|--|
| Meeting Date | July 27, 2012 |
| Agenda Item | Consent F2 |
| Attachment | N/A |
| Submitted By | Michelle Tesser, Assistant to the City Administrator |

| | |
|----------------------------|---|
| Item | Approval of City Licenses |
| Description | <p>The following individuals have applied for a <u>Therapeutic Massage License</u> for 2012. Staff has received the necessary documents for licensure.</p> <p style="text-align: center;">1. Crystal Hoon, Hair Designs Unlimited</p> <p>The following individuals have applied for a <u>Mechanical Contractor's License</u> for 2012. Staff has received the necessary documents for licensure.</p> <p style="text-align: center;">1. Mike Ellis Installers, Inc. dba Metro Gas Installers</p> |
| Budget Impact | |
| Attachment(s) | N/A |
| Action(s) Requested | Staff recommends that the Falcon Heights City Council approve the 2012 City License Applications. |



The City That Soars!

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|-----------------------|
| Meeting Date | July 25, 2012 |
| Agenda Item | Consent F3 |
| Attachment | Application |
| Submitted By | Mayor Peter Lindstrom |

| | |
|----------------------------|--|
| Item | Appointment of Christina Erickson to the Parks and Recreation Commission |
| Description | I recommend Christina Erickson be appointed to the Falcon Heights Parks and Recreation Commission. |
| Budget Impact | N/A |
| Attachment(s) | Christina Erickson's application. |
| Action(s) Requested | Approval of the above appointment. |

**CITY OF FALCON HEIGHTS
COMMISSION APPLICATION**

DATE: July 17, 2012

NAME: Christina Erickson

ADDRESS: 1764 Simpson St.

PHONE: (H) [REDACTED] (W) [REDACTED]

EMAIL ADDRESS: [REDACTED]

HOW LONG AT ABOVE ADDRESS? 8 years

IN WHAT CAPACITY DO YOU WISH TO SERVE? Parks & Rec Commission

REASON YOU WISH TO SERVE ON ABOVE: Help plan
Parks & Rec Activities for
intergenerational groups.

PRIOR PUBLIC (OR RELATED) SERVICE: ① Volunteer researcher
for Ramsey County Probation and
public health. ~~No other.~~

OTHER RELEVANT BACKGROUND (OR COMMENTS): ② School ~~to~~ parent organization Chair.
Parent
Licensed social worker



Families, Fields and Fair

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|----------------------------------|
| Meeting Date | July 25, 2012 |
| Agenda Item | Consent F4 |
| Attachment | |
| Submitted By | Bart Fischer, City Administrator |

| | |
|--------------------|--|
| Item | Approval of Structural Repair of City Hall's Southwest Corner. Amend the budgets of the Parks/Recreation/Public Works Capital Fund 403 and Infrastructure Fund 419 to account for this repair and then transfer funds from the Infrastructure Fund 419 to the Parks/Recreation/Public Works Capital Fund 403 to fund this project. |
| Description | <p>At the June 27, 2012, regular City Council Meeting, Council approved Stantec Consulting Services to oversee the process of repairing the structural damage to the southwest corner of City Hall. Since that time, Stantec has received two bids from contractors on completion of the repairs. The bids are:</p> <ul style="list-style-type: none"> -Construction Results: \$22,371.00 -AA Universal Renovation: \$18,700.00 <p>These bids are substantially less than anticipated for the repair. In addition, Stantec has prior positive work experience with both firms and recommends either firm to complete the project.</p> <p>Staff recommends that Council approve AA Universal Renovations as the contractor for the structural repair to the southwest corner of City Hall. It is anticipated that they will be able to start immediately, which will in turn expedite the finishing of the roof and installation of the solar panels.</p> <p>Staff also recommends amending the budget of the Parks/Recreation/Public Works Capital Fund 403 in the amount of \$18,700 for this repair. Staff further recommends a transfer of funds and budget amendments in the amount of \$18,700 from the Infrastructure Fund 409 to the Parks/Recreation/Public Works Capital Fund 403 to fund this project. The budget line item amendments are as follows:</p> <p>Parks/Recreation/Public Works Capital Fund (403): Revenue: 403-000-39200 \$18,700 increase Expense: 403-4403-91700000 \$18,700 increase</p> <p>Infrastructure Fund (419): Expense: 419-4419-97000 \$18,700 increase</p> |

| | |
|----------------------------|---|
| Budget Impact: | Funds exist in the infrastructure fund at this time and would be transferred to the Parks/Recreation/Public Works Capital Fund 403 in the amount of \$18,700.00 |
| Attachment(s) | |
| Action(s) Requested | <p>Staff recommends that the Falcon Heights City Council approve AA Universal Renovations as the contractor for the structural repair of the of the southwest corner of City Hall in the amount of \$18,700.00 and authorizes the Mayor and City Administrator to enter into any agreement relating to AA Universal Renovations completing the repair.</p> <p>Staff also recommends approval of a transfer of funds of \$18,700 from the Infrastructure Fund (419) to the Parks/Recreation/Public Works Capital Fund (403) and approval of the corresponding budget amendments.</p> |



The City That Soars!

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|----------------------------------|
| Meeting Date | July 25, 2012 |
| Agenda Item | Consent F5 |
| Attachment | |
| Submitted By | Bart Fischer, City Administrator |

| | | | | | |
|--|---|--|-----------|--|----------|
| Item | Retrofitting of the city's decorative street lights and other city signs with LED lights. Amend the Street Lighting Special Revenue Fund 209 budget to account for these expenditures. | | | | |
| Description | <p>The City has been exploring retrofitting our city owned street lights and our city signs with LED lights to save electric costs for the city. City staff has met with a representative of Lighting House USA, Inc and received a quote for retrofitting our city owned decorative street lights and other city signs. Rebates are available from XCEL energy to help defray the total costs.</p> <table style="margin-left: auto; margin-right: auto; border: none;"> <tr> <td style="padding-right: 20px;">Decorative Street Lights and City Signs:</td> <td style="text-align: right;">10,742.28</td> </tr> <tr> <td>Estimated Repairs & Installation by Licensed electrician</td> <td style="text-align: right;">7,000.00</td> </tr> </table> <p>A budget amendment to the Street Lighting Special Revenue Fund 209 also needs to be completed to account for these costs. Staff recommends establishing a budget amount of \$19,600. This budget amount is slightly higher than the estimated costs, but it will allow for any additional unexpected expenditure that might occur during the retrofit.</p> <p>Fund 209: 209-4209-70180 increase \$19,600</p> | Decorative Street Lights and City Signs: | 10,742.28 | Estimated Repairs & Installation by Licensed electrician | 7,000.00 |
| Decorative Street Lights and City Signs: | 10,742.28 | | | | |
| Estimated Repairs & Installation by Licensed electrician | 7,000.00 | | | | |
| Budget Impact | Existing funds within the Street Lighting Special Revenue Fund 209 will provide funding for this expenditure. A budget amendment is needed to account for these costs. | | | | |
| Attachment(s) | NA | | | | |
| Action(s) Requested | Authorize the staff to proceed with the retrofitting of the city owned decorative street lights and city signs. Amend the Street Lighting Special Revenue Fund 209 to establish a budget amount of \$19,600 in account 209-4209-70180. | | | | |



The City That Soars!

REQUEST FOR COUNCIL ACTION

| | |
|---------------------|---|
| Meeting Date | July 25, 2012 |
| Agenda Item | Policy G1 |
| Submitted By | Deborah Jones, Staff Liaison to the Planning Commission |

| | |
|----------------------------|--|
| Item | Approval of Stormwater Management Plan for TIES Parking Lot Reconstruction |
| Description | The west parking lot of of the TIES facility at Larpenteur and Snelling is scheduled for a complete reconstruction in July and August of 2012. Chapter 107 of the Falcon Heights City Code requires the owner to submit a plan for stormwater management and erosion control and obtain the approval of the Planning Commission and the City Council. |
| Background | <p>TIES is undertaking a multi-phase renovation of its conference center and main building in 2012 and 2013. Renovation of the west parking lot is the first phase of that renovation. The owner hopes to have this stage of the project completed in time for the State Fair, which opens August 23.</p> <p>The west parking lot is located on two parcels that are separate from the main TIES property, including the former City Hall and fire station at 1644 Larpenteur. This building is being demolished.</p> <p>Chapter 107 requires a plan for erosion control during reconstruction and ongoing stormwater control. The contractor has submitted a plan as part of the building permit for reconstruction of the parking lot. Staff have found that the parking lot meets zoning and ADA requirements, and that the permit can be issued, pending the approval of the stormwater and erosion control plans.</p> <p>The City Engineer has found that the erosion control and stormwater control plan meets the requirements of city ordinances. Her report is attached. The Planning Commission recommendation will be made July 24.</p> |
| Budget Impact | Unknown |
| Attachment(s) | <ul style="list-style-type: none"> • Erosion control and stormwater control portions of the renovation plan for the west parking lot of TIES (1644 Larpenteur Avenue) • City Engineer's report |
| Action(s) Requested | Approve the plan. |



CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 792-7600 FAX (651) 792-7610

July 19, 2012

Deb Jones
Zoning and Planning Director
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

Re: TIES Conference Center Plan Review
Storm water management, Erosion Control and parking lot review

Dear Ms. Jones:

I have had an opportunity to review the plans that were submitted for the TIES Conference Center Site Improvements at 1667 Snelling Avenue in Falcon Heights. I recommend that the storm water management, erosion control, and parking lot plans be approved. My findings:

Storm Water Runoff

- Runoff rates for the proposed activity do not exceed existing runoff rates for the 2-, 10-, and 100-year critical storm events. Stormwater leaving the project area is discharged into a well-defined receiving channel or pipe and routed to a public drainage system.
- Stormwater runoff volume retention is achieved onsite in the amount equivalent to the runoff generated from one inch of rainfall over the impervious surfaces of the development.
- Best management practices do achieve 90% total suspended solids removal from the runoff generated by a NURP water quality storm (2.5" rainfall) or on an annual basis.

The storm water plan meets the requirements of the City Code.

Erosion Control

- Erosion and sediment control measures are consistent with best management practices, as demonstrated in the MPCA manual *Protecting Water Quality in Urban Areas*.
- Adjacent properties are protected from sediment transport/deposition.
- Wetlands, waterbodies, and water conveyance systems are protected from erosion/sediment transport/deposition.
- Project site is greater than 1 acre; an NPDES permit is required.

The erosion control plan meets the requirements of the City Code.

Parking Lot

- The parking lot design includes non-surmountable curb and gutter surrounding the majority of the parking lot.

- On the south and east edges of the site plan adjacent to the infiltration basins being constructed, the curb and gutter type is changed from non-surmountable to a flat curb to allow water from the parking lot to flow into these storm water treatment areas. This is necessary for the storm water design.

The parking lot meets the requirements of the City Code.

Please let me know if you have questions regarding these comments.

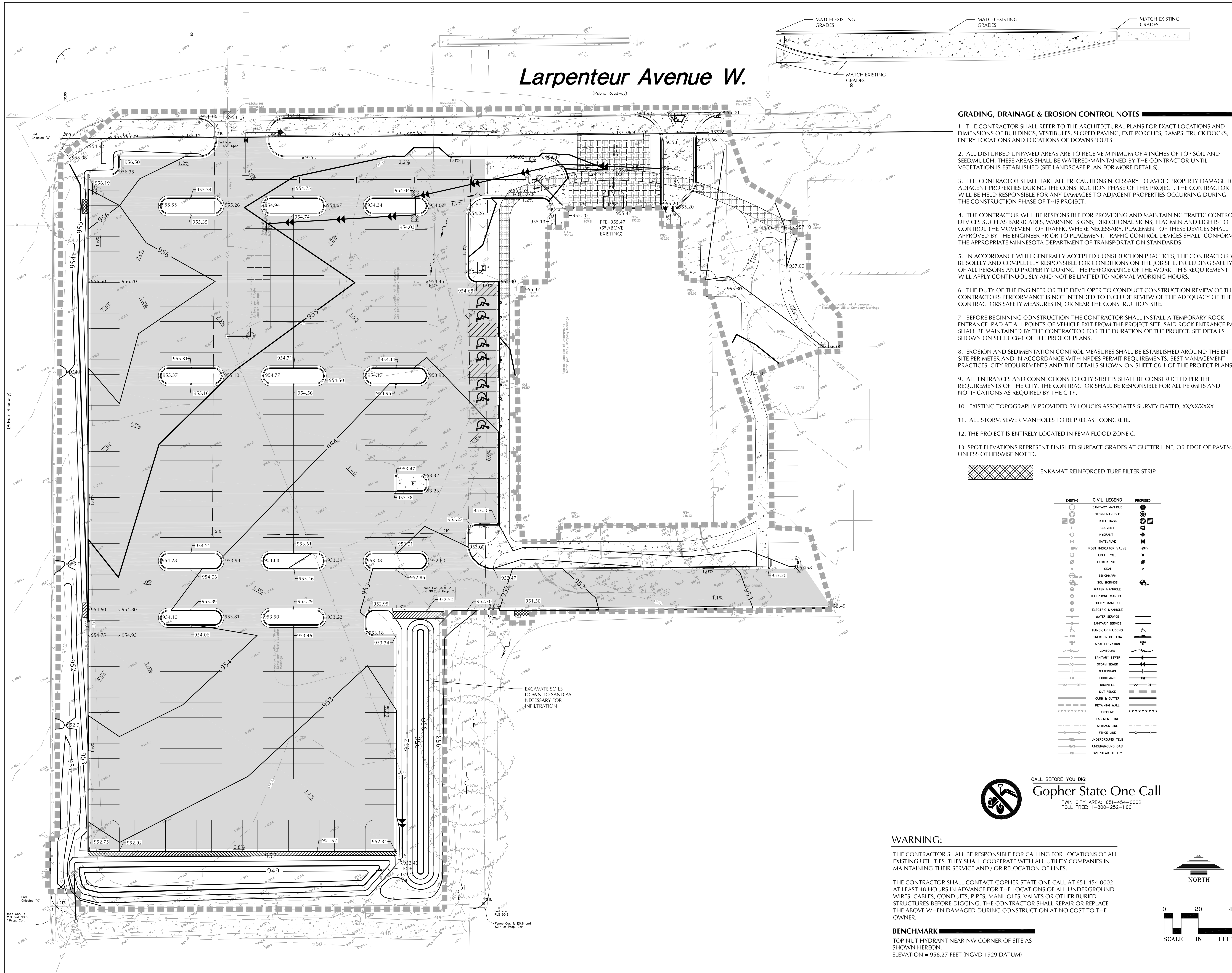
Sincerely,

A handwritten signature in black ink that reads "Debra M. Bloom". The signature is written in a cursive style with a large, stylized initial "D".

Debra M. Bloom
City Engineer

CC: Tim Pittman, Deb Jones

Larpenteur Avenue W.



GRADING, DRAINAGE & EROSION CONTROL NOTES

1. THE CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF BUILDINGS, VESTIBULES, SLOPED PAVING, EXIT PORCHES, RAMPS, TRUCK DOCKS, ENTRY LOCATIONS AND LOCATIONS OF DOWNSPOUTS.
2. ALL DISTURBED UNPAVED AREAS ARE TO RECEIVE MINIMUM OF 4 INCHES OF TOP SOIL AND SEED/MULCH. THESE AREAS SHALL BE WATERED/MAINTAINED BY THE CONTRACTOR UNTIL VEGETATION IS ESTABLISHED (SEE LANDSCAPE PLAN FOR MORE DETAILS).
3. THE CONTRACTOR SHALL TAKE ALL PRECAUTIONS NECESSARY TO AVOID PROPERTY DAMAGE TO ADJACENT PROPERTIES DURING THE CONSTRUCTION PHASE OF THIS PROJECT. THE CONTRACTOR WILL BE HELD RESPONSIBLE FOR ANY DAMAGES TO ADJACENT PROPERTIES OCCURRING DURING THE CONSTRUCTION PHASE OF THIS PROJECT.
4. THE CONTRACTOR WILL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL DEVICES SUCH AS BARRICADES, WARNING SIGNS, DIRECTIONAL SIGNS, FLAGMEN AND LIGHTS TO CONTROL THE MOVEMENT OF TRAFFIC WHERE NECESSARY. PLACEMENT OF THESE DEVICES SHALL BE APPROVED BY THE ENGINEER PRIOR TO PLACEMENT. TRAFFIC CONTROL DEVICES SHALL CONFORM TO THE APPROPRIATE MINNESOTA DEPARTMENT OF TRANSPORTATION STANDARDS.
5. IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE SOLELY AND COMPLETELY RESPONSIBLE FOR CONDITIONS ON THE JOB SITE, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY DURING THE PERFORMANCE OF THE WORK. THIS REQUIREMENT WILL APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS.
6. THE DUTY OF THE ENGINEER OR THE DEVELOPER TO CONDUCT CONSTRUCTION REVIEW OF THE CONTRACTORS PERFORMANCE IS NOT INTENDED TO INCLUDE REVIEW OF THE ADEQUACY OF THE CONTRACTORS SAFETY MEASURES IN, OR NEAR THE CONSTRUCTION SITE.
7. BEFORE BEGINNING CONSTRUCTION THE CONTRACTOR SHALL INSTALL A TEMPORARY ROCK ENTRANCE PAD AT ALL POINTS OF VEHICLE EXIT FROM THE PROJECT SITE. SAID ROCK ENTRANCE PAD SHALL BE MAINTAINED BY THE CONTRACTOR FOR THE DURATION OF THE PROJECT. SEE DETAILS SHOWN ON SHEET C8-1 OF THE PROJECT PLANS.
8. EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE ESTABLISHED AROUND THE ENTIRE SITE PERIMETER AND IN ACCORDANCE WITH NPDES PERMIT REQUIREMENTS, BEST MANAGEMENT PRACTICES, CITY REQUIREMENTS AND THE DETAILS SHOWN ON SHEET C8-1 OF THE PROJECT PLANS.
9. ALL ENTRANCES AND CONNECTIONS TO CITY STREETS SHALL BE CONSTRUCTED PER THE REQUIREMENTS OF THE CITY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL PERMITS AND NOTIFICATIONS AS REQUIRED BY THE CITY.
10. EXISTING TOPOGRAPHY PROVIDED BY LOUCKS ASSOCIATES SURVEY DATED, XX/XX/XXXX.
11. ALL STORM SEWER MANHOLES TO BE PRECAST CONCRETE.
12. THE PROJECT IS ENTIRELY LOCATED IN FEMA FLOOD ZONE C.
13. SPOT ELEVATIONS REPRESENT FINISHED SURFACE GRADES AT GUTTER LINE, OR EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.

-ENKAMAT REINFORCED TURF FILTER STRIP

| EXISTING | CIVIL LEGEND | PROPOSED |
|----------|----------------------|----------|
| | SANITARY MANHOLE | |
| | STORM MANHOLE | |
| | CATCH BASIN | |
| | CLVERT | |
| | HYDRANT | |
| | GATEVALVE | |
| | POST INDICATOR VALVE | |
| | LIGHT POLE | |
| | POWER POLE | |
| | SIGN | |
| | BENCHMARK | |
| | SOIL BORNDS | |
| | WATER MANHOLE | |
| | TELEPHONE MANHOLE | |
| | UTILITY MANHOLE | |
| | ELECTRIC MANHOLE | |
| | WATER SERVICE | |
| | SANITARY SERVICE | |
| | HANDICAP PARKING | |
| | DIRECTION OF FLOW | |
| | SPOT ELEVATION | |
| | CONTOURS | |
| | SANITARY SEWER | |
| | STORM SEWER | |
| | WATERMAN | |
| | FORSEMAN | |
| | DRANTILE | |
| | SILT FENCE | |
| | GURE & GUTTER | |
| | RETAINING WALL | |
| | TREELINE | |
| | EASEMENT LINE | |
| | SETBACK LINE | |
| | FENCE LINE | |
| | UNDERGROUND TELE | |
| | UNDERGROUND GAS | |
| | OVERHEAD UTILITY | |



CALL BEFORE YOU DIG
Gopher State One Call
 TWIN CITY AREA: 651-454-0002
 TOLL FREE: 1-800-252-1166

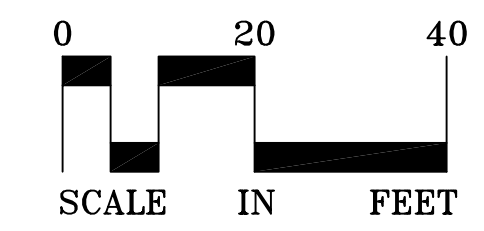
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BENCHMARK

TOP NUT HYDRANT NEAR NW CORNER OF SITE AS SHOWN HEREON.
 ELEVATION = 958.27 FEET (NGVD 1929 DATUM)



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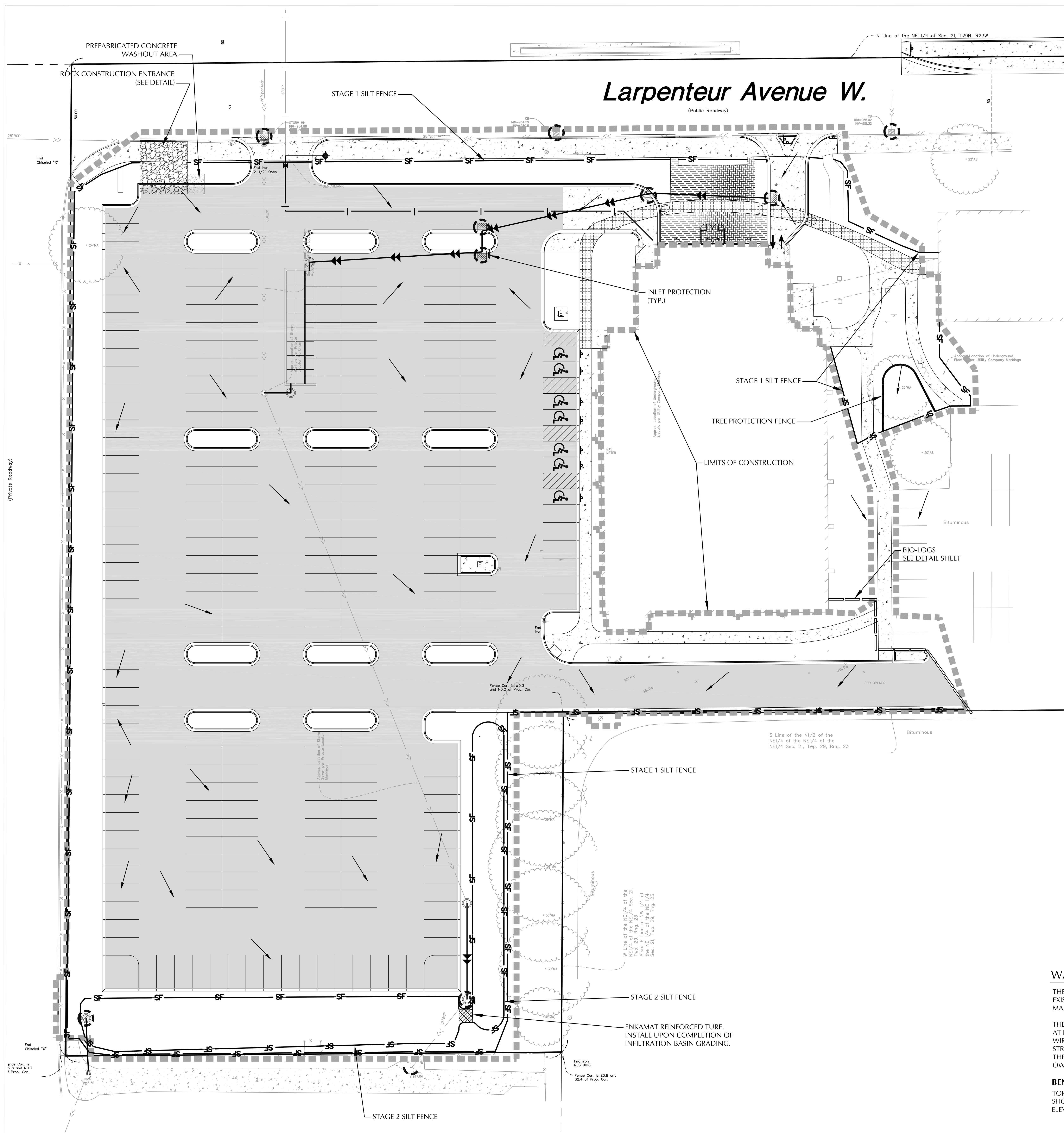
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I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Architect under the laws of the State of Minnesota

Signature
 Printed Name Michael J. St. Martin, P.E.
 Registration Number 24440

11273
 GRADING PLAN

C3-1



STORM WATER POLLUTION PREVENTION PLAN (SWPPP) NOTES

- THE NATURE OF THIS PROJECT WILL CONSIST OF DEMOLISHING/REMOVING BUILDINGS AND PAVEMENTS, REPLACING WATERMAIN, GRADING TWO FILTRATION BASINS, AND ROUGH GRADING FOR A FUTURE PARKING LOT.
- THE INTENDED SEQUENCING OF MAJOR CONSTRUCTION ACTIVITIES ARE AS FOLLOWS:
 - INSTALL STABILIZED ROCK CONSTRUCTION ENTRANCE PADIS.
 - INSTALLATION OF STAGE 1 SILT FENCE AROUND SITE.
 - INSTALL STAGE 2 SILT FENCE AROUND ALL STRUCTURES.
 - CLEAR AND GRUB.
 - CONSTRUCT SEDIMENTATION BASIN.
 - INSTALL EROSION CONTROL BLANKET ON BASIN.
 - INSTALL STAGE 2 SILT FENCE AROUND BASIN.
 - REMOVE PAVEMENTS.
 - INSTALL UTILITIES AND STRUCTURES.
 - ROUGH GRADING OF SITE.
 - STABILIZE DENUDATED AREAS AND STOCKPILES.
 - REMOVE ACCUMULATED SEDIMENT FROM BASIN.
 - STABILIZE REMAINDER OF SITE WITH SEED MIX AND EROSION CONTROL BLANKETS.
 - CONSTRUCT INFILTRATION BASINS.
 - WHEN ALL CONSTRUCTION/DEMOLITION ACTIVITY IS COMPLETE AND THE SITE IS STABILIZED, REMOVE SILT FENCE AND RESEED ANY AREAS DISTURBED BY THE REMOVAL.
- SITE DATA:
 - AREA TO BE DISTURBED = 3.25 ac.

| | PRIOR TO CONSTRUCTION | POST CONSTRUCTION |
|-----------------|-----------------------|-------------------|
| IMPERVIOUS AREA | 3.20 ac. | 2.81 ac. |

SOIL TYPES: SEE SOILS REPORT
 POST CONSTRUCTION RUNOFF COEFFICIENT: CN=87
- THE LOCATION OF AREAS NOT TO BE DISTURBED MUST BE IDENTIFIED WITH FLAGS, STAKES, SIGNS, SILT FENCE, ETC. BEFORE CONSTRUCTION BEGINS.
- CONSTRUCTION ACTIVITY - EROSION PREVENTION PRACTICES TIME AN AREA CAN REMAIN OPEN WHEN NOT ACTIVELY WORKED:

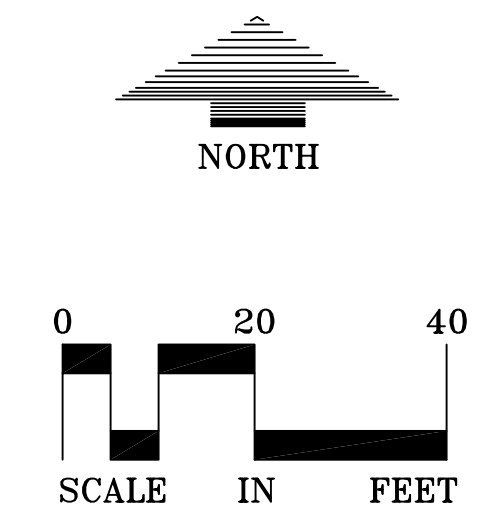
| TYPE OF SLOPE | BEING WORKED: |
|-------------------|---------------|
| STEEPER THAN 3:1 | 7 DAYS |
| 10:1 TO 3:1 | 7 DAYS |
| FLATTER THAN 10:1 | 7 DAYS |
- ON SLOPES 3:1 OR GREATER MAINTAIN SHEET FLOW AND MINIMIZE RILLS AND/OR GULLIES. SLOPE LENGTHS CAN NOT BE GREATER THAN 75 FEET. INSTALL EROSION CONTROL BLANKETS ON ALL SLOPES 3:1 OR STEEPER.
- ALL STORM DRAINS AND INLETS MUST BE PROTECTED UNTIL ALL SOURCES OF POTENTIAL DISCHARGE ARE STABILIZED.
- KEEP EQUIPMENT OUT OF INFILTRATION AREAS DURING CONSTRUCTION. DO NOT CONSTRUCT INFILTRATION BASINS UNTIL SITE IS STABILIZED IF POSSIBLE. USE FORK BUCKET TO EXCAVATE INFILTRATION BASINS.
- CONTRACTOR TO PERFORM DAILY STREET SWEEPING TO REMOVE DUST, SEDIMENT, AND ANY MATERIAL FROM THE ONSITE CONSTRUCTION. DUST CONTROL MEASURES MUST BE PERFORMED DURING DEMOLITION.
- TEMPORARY SOIL STOCKPILES MUST HAVE EFFECTIVE SEDIMENT CONTROL AND CAN NOT BE PLACED IN SURFACE WATERS OR STORM WATER CONVEYANCE SYSTEMS. TEMPORARY STOCKPILES WITHOUT SIGNIFICANT AMOUNT OF SILT, CLAY, OR ORGANIC COMPOUNDS ARE EXEMPT EX: CLEAN AGGREGATE STOCK PILES, DEMOLITION CONCRETE STOCKPILES, SAND STOCKPILES.
- SEDIMENT LADEN WATER MUST BE DISCHARGED TO A SEDIMENTATION BASIN WHENEVER POSSIBLE. IF NOT POSSIBLE, IT MUST BE TREATED WITH THE APPROPRIATE BMP'S.
- SOLID WASTE MUST BE DISPOSED OF PROPERLY AND MUST COMPLY WITH MPCA DISPOSAL REQUIREMENTS.
- EXTERNAL WASHING OF CONSTRUCTION VEHICLES MUST BE LIMITED TO A DEFINED AREA OF THE SITE. AREA MUST BE IN A CONTAINED LOCATION WITH A LINER. WASHOUT WASTE TO BE REMOVED AND PROPERLY DISPOSED OF FOLLOWING ALL STATE AND LOCAL REGULATIONS.
- NO ENGINE DEGREASING IS ALLOWED ON SITE.
- THE OWNER WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITTEE AND IS RESPONSIBLE FOR COMPLIANCE WITH ALL TERMS AND CONDITIONS OF THE PERMIT. THE OPERATOR (CONTRACTOR) WHO SIGNS THE NPDES PERMIT APPLICATION IS A PERMITTEE FOR PARTS II.B., PART II.C AND PART IV. OF THE NPDES PERMIT AND IS JOINTLY RESPONSIBLE WITH THE OWNER FOR COMPLIANCE WITH THOSE PORTIONS OF THE PERMIT.
- TERMINATION OF COVERAGE-PERMITTEE(S) WISHING TO TERMINATE COVERAGE MUST SUBMIT A NOTICE OF TERMINATION (N.O.T.) TO THE MPCA. ALL PERMITTEES MUST SUBMIT A N.O.T. WITHIN 30 DAYS AFTER ONE OR MORE OF THE FOLLOWING CONDITIONS HAVE BEEN MET:
 - FINAL STABILIZATION, PER NPDES PERMIT PART IV.C. AND DEFINITION IN APPENDIX B HAS BEEN ACHIEVED ON ALL PORTIONS OF THE SITE FOR WHICH THE PERMITTEE IS RESPONSIBLE.
 - ANOTHER OWNER HAS ASSUMED CONTROL OVER ALL AREAS OF THE SITE THAT HAVE NOT BEEN FINALLY STABILIZED.
- INSPECTIONS
 - INITIAL INSPECTION FOLLOWING SILT FENCE INSTALLATION BY CITY REPRESENTATIVE IS REQUIRED.
 - EXPOSED SOIL AREAS: ONCE EVERY 7 DAYS AND WITHIN 24 HOURS FOLLOWING A 0.25" OVER 24 HOURS RAIN EVENT.
 - STABILIZED AREAS: ONCE EVERY 30 DAYS
 - FROZEN GROUND: AS SOON AS RUNOFF OCCURS OR PRIOR TO RESUMING CONSTRUCTION.
 - A THIRD PARTY EROSION CONTROL INSPECTION SHALL OCCUR ON A WEEKLY BASIS. A MONTHLY REPORT COMBINING THE PREVIOUS WEEKS REPORTS SHALL BE SUBMITTED TO THE CITY OF ST. PAUL.
- OWNER MUST KEEP RECORDS OF ALL PERMITS REQUIRED FOR THE PROJECT, ALL INSPECTIONS AND MAINTENANCE, PERMANENT OPERATION AND MAINTENANCE AGREEMENTS, AND REQUIRED CALCULATIONS FOR TEMPORARY AND PERMANENT STORM WATER MANAGEMENT SYSTEMS. THESE RECORDS MUST BE RETAINED FOR THREE YEARS.
- SWPPP MUST BE AMENDED WHEN:
 - THERE IS A CHANGE IN DESIGN, OPERATION, MAINTENANCE, WEATHER OR SEASONAL CONDITIONS THAT HAS SIGNIFICANT EFFECT ON DISCHARGE.
 - INSPECTIONS INDICATE THAT THE SWPPP IS NOT EFFECTIVE AND DISCHARGE IS EXCEEDING WATER QUALITY STANDARDS.
 - THE BMP'S IN THE SWPPP ARE NOT CONTROLLING POLLUTANTS IN DISCHARGES OR IS NOT CONSISTENT WITH THE TERMS AND CONDITIONS OF THE PERMIT.
- THE RESPONSIBLE PARTY FOR MAINTAINING THE SITE AFTER THE CONSTRUCTION CONTRACT IS CONCLUDED IS THE ST. PAUL PORT AUTHORITY. CONTACT MONTE HILLMAN 651-224-5686.



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 Printed Name: Michael J. St. Martin, P.E.
 Registration Number: 24440

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STORM WATER POLLUTION PREVENTION PLAN
C3-2