

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

AGENDA
May 8, 2013

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ GOSLINE ____
LONG ____ MERCER-TAYLOR ____
FISCHER ____
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: April 24, 2013
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 4/30/2013: \$187,598.13
Payroll through 4/30/2013: \$14,593.99
 - 2. Approval of City Licenses
 - 3. Appointment of Dave Thomas to Parks and Recreation Commission
 - 4. Resolution Proclaiming Police Week
 - 5. Fire Department SCBA Equipment bids and payment request
 - 6. Fire Department Air Compressor for Sanitary air for SCBA units (Addendum)
- G. POLICY ITEMS:
 - 1. 2013 Street Improvement Bids
- 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
April 24, 2013

- A. CALL TO ORDER: 7:00PM
- B. ROLL CALL: LINDSTROM _X_ HARRIS _X_ GOSLINE _X_
LONG _AB_ MERCER-TAYLOR _AB_
FISCHER _AB_
- C. PRESENTATIONS:
1. Annual Audit Report -Matt Meyer, KDV Keith Gosline Moved Approval 3-0
Matt Meyer of KDV gave a presentation on the 2012 financial audit of the City of Falcon Heights
2. Cable Commission Report- Cor Wilson
Cor Wilson of North Suburban Cable Commission gave an update on Cable Commission services and franchise fees. Emit Coleman, VP of Government Affairs with Comcast, also spoke about desire to continue relationship between Comcast and the City of Falcon Heights. Rick Talbot, 1531 W Idaho, Commissioner on the Cable Commission, spoke about effectiveness of local access television in regards to local government.
- D. APPROVAL OF MINUTES: April 10, 2013 Approved
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA: Pam Harris Moved Approval 3-0
1. General Disbursements through 4/18/2013: \$82,441.69
Payroll through 4/11/2013: \$13,522.58
2. Approval of City Licenses
- G: POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS:
Council Member Pam Harris
Gave an update on the 4/23/13 Planning Commission meeting and the proposed Hermes Property developments
- Council Member Keith Gosline
Provided an update on NYFS, upcoming leadership luncheon on May 1st
Free community health and wellness fair on May 3rd in New Brighton
- Mayor Peter Lindstrom

Attended a webinar by League of Minnesota Cities on sustainability with Beth Mercer-Taylor

Mentioned an early childhood education “stuff sale” on 4/27/13

I. COMMUNITY FORUM:

J. ADJOURNMENT: 8:37PM



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through 4/30/2013: \$187,598.13 Payroll through 4/30/2013: \$14,593.99
Budget Impact	
Attachment(s)	General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
0211			ASSOC. GOVT ACCOUNTANTS				
=====							
I-201304223984	4/22/2013	APBNK	MEMBERSHIP DUE: 4/22/2013 DISC: 4/22/2013 MEMBERSHIP	95.00	1099: N 101 4112-86100-000	CONFERENCES/EDUCATION/AS	95.00
			=== VENDOR TOTALS ===	95.00			
=====							
01-00869			BENEFIT EXTRAS, INC				
=====							
I-49865	4/22/2013	APBNK	2ND QTR FLEX ADM FEES DUE: 4/22/2013 DISC: 4/22/2013 2ND QTR FLEX ADM FEES	94.50	1099: N 101 4112-89000-000	MISCELLANEOUS	94.50
			=== VENDOR TOTALS ===	94.50			
=====							
01-03123			CINTAS CORPORATION #470				
=====							
I-470228062	4/24/2013	APBNK	TOWELS/CLEANERS/MAT SVC DUE: 4/24/2013 DISC: 4/24/2013 TOWELS/CLEANERS/MAT SVC	71.94	1099: N 101 4131-70110-000	SUPPLIES	71.94
			=== VENDOR TOTALS ===	71.94			
=====							
01-03300			DISCOUNT STEEL, INC				
=====							
I-1881171	4/22/2013	APBNK	TUBE STEEL DUE: 4/22/2013 DISC: 4/22/2013 TUBE STEEL	37.73	1099: N 101 4131-70110-000	SUPPLIES	37.73
			=== VENDOR TOTALS ===	37.73			
=====							
01-04084			FIRE EQUIPMENT SPECIALTIES				
=====							
7893	4/24/2013	APBNK	FOAM FIRE EXTINGUISHER& COUPL DUE: 4/24/2013 DISC: 4/24/2013 FOAM FIRE EXTINGUISHER& COUPL	379.25	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	379.25
			=== VENDOR TOTALS ===	379.25			
=====							
01-05166			GRAINGER, W. W., INC.				
=====							
I-9116240590	4/22/2013	APBNK	2 HARDWOOD FLOOR CHAIR MATS DUE: 4/22/2013 DISC: 4/22/2013 2 HARDWOOD FLOOR CHAIR MATS	151.77	1099: N 101 4131-70110-000	SUPPLIES	151.77
			=== VENDOR TOTALS ===	151.77			

Regular Open Item Register

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05450			LEAGUE MN CITIES INS TRST				
I-201304243986	4/24/2013	APBNK	ADDT'L 2012 W.C . INS COST DUE: 4/24/2013 DISC: 4/24/2013 ADDT'L 2012 W.C . INS COST	1,182.00	1099: N 601 4601-88000-000	INSURANCE & BONDS	1,182.00
			=== VENDOR TOTALS ===	1,182.00			
01-05664			METRO FIRE				
I-47054	4/24/2013	APBNK	24 FIREHAWK M7 AIR PACKS,4500 DUE: 4/24/2013 DISC: 4/24/2013 24 FIREHAWK M7 AIR PACKS, 4500	141,524.98	1099: N 402 4402-91700-000	FEMA FIRE EQUIP GRANT	141,524.98
I-47055	4/24/2013	APBNK	8 CYL/VALVE -AIR TANKS DUE: 4/24/2013 DISC: 4/24/2013 8 CYL/VALVE - AIR TANKS	6,999.52	1099: N 402 4402-91700-000	FEMA FIRE EQUIP GRANT	6,999.52
			=== VENDOR TOTALS ===	148,524.50			
01-05670			METRO PRODUCTS INC				
I-91527	4/24/2013	APBNK	WASHERS/NUTS/GRINDER DISKS/MA DUE: 4/24/2013 DISC: 4/24/2013 WASHERS/NUTS/GRINDER DISKS/MAG	134.28	1099: N 101 4131-70110-000	SUPPLIES	134.28
			=== VENDOR TOTALS ===	134.28			
01-05796			MN DEPT OF LABOR & INDUSTRY				
I-16812123015	4/24/2013	APBNK	1ST QTR BLDG SURCHARGES DUE: 4/24/2013 DISC: 4/24/2013 1ST QTR BLDG SURCHARGES	267.77	1099: N 101 20801-000	DUE TO OTHER GOVERNMENTS	267.77
			=== VENDOR TOTALS ===	267.77			
01-04986			MNFIAM BOOK SALES				
I-1634	4/24/2013	APBNK	PUMPER APPARATUS DRIVER/OPERA DUE: 4/24/2013 DISC: 4/24/2013 PUMPER APPARATUS DRIVER/OPERAT	96.19	1099: N 101 4124-86020-000	TRAINING	96.19
			=== VENDOR TOTALS ===	96.19			

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
'263		NEXTEL COMMUNICATIONS, INC					
=====							
I-201304223983		CELL PHONE		152.61			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		CELL PHONE			101 4121-85015-000	CELL PHONE	70.40
		CELL PHONE			101 4131-85015-000	CELL PHONE	12.11
		CELL PHONE			101 4141-85015-000	CELL PHONE	31.57
		CELL PHONE			101 4132-85015-000	CELL PHONE	1.77
		CELL PHONE			601 4601-85015-000	CELL PHONE	29.47
		CELL PHONE			602 4602-85015-000	CELL PHONES	7.29
		=== VENDOR TOTALS ===		152.61			
=====							
01-06139		PETERSEN, CHELSEA					
=====							
I-201304223982		MILEAGE AND PARKING REIMB		114.73			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		MILEAGE AND PARKING REIMB			101 4112-86010-000	MILEAGE & PARKING	114.73
		=== VENDOR TOTALS ===		114.73			
=====							
01-05367		QUILL CORPORATION					
=====							
I-1927889		OFFICE SUPPLIES		128.39			
4/24/2013	APBNK	DUE: 4/24/2013 DISC: 4/24/2013			1099: N		
		OFFICE SUPPLIES			101 4112-70100-000	SUPPLIES	128.39
=====							
I-1988271		KEY TAGS		14.40			
4/24/2013	APBNK	DUE: 4/24/2013 DISC: 4/24/2013			1099: N		
		KEY TAGS			101 4131-70110-000	SUPPLIES	14.40
		=== VENDOR TOTALS ===		142.79			
=====							
5185		RAMSEY COUNTY					
=====							
I-PUBW 12651		MAR SNOWPLOWING AND SAND		2,310.99			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		MAR SNOWPLOWING AND SAND			101 4132-83030-000	SNOW REMOVAL	2,310.99
		=== VENDOR TOTALS ===		2,310.99			
=====							
01-06485		SENSIBLE OFFICE SOLUTIONS					
=====							
I-2097-001		COPY PAPER		199.21			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		COPY PAPER			101 4112-70100-000	SUPPLIES	199.21
		=== VENDOR TOTALS ===		199.21			

PACKET: 00820 APRIL 26TH 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
0935	ST PAUL REGIONAL WATER SERVICE						
I-201304243987		H2O AND S.S.		351.48			
4/24/2013	APBNK	DUE: 4/24/2013 DISC: 4/24/2013			1099: N		
		H2O AND S.S.			101 4131-85040-000	WATER	45.35
		H2O AND S.S.			101 4131-85070-000	SEWER	24.64
		H2O AND S.S.			101 4141-85040-000	WATER	166.29
		H2O AND S.S.			101 4141-85070-000	SEWER	115.20
		=== VENDOR TOTALS ===		351.48			
01-06525	SUBURBAN ACE HARDWARE						
I-201304243985		PROPANE CYLINDER/PAINT SUPPLI		104.46			
4/24/2013	APBNK	DUE: 4/24/2013 DISC: 4/24/2013			1099: N		
		PROPANE CYLINDER/CONST SUPPLIE			101 4131-70110-000	SUPPLIES	97.00
		STREET LIGHT PAINTING SUPPLIES			101 4132-70120-000	SUPPLIES	7.46
		=== VENDOR TOTALS ===		104.46			
01-05303	MICHELLE TESSER						
I-201304223981		MILEAGE REIMB AND MCMA CONF		388.19			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		MILEAGE (MAR - APR 18)			101 4112-86010-000	MILEAGE & PARKING	84.87
		MCMA CONF - MICHELLE			101 4112-86100-000	CONFERENCES/EDUCATION/AS	303.32
		=== VENDOR TOTALS ===		388.19			
01-06548	TOLL - GAS & WELDING SUPPLY						
I-8090-00		COMPRESSED GAS/14" CHOP SAW		282.20			
4/24/2013	APBNK	DUE: 4/24/2013 DISC: 4/24/2013			1099: N		
		COMPRESSED GAS FOR WELDING			101 4131-70110-000	SUPPLIES	57.99
		14" CHOP SAW			101 4131-70110-000	SUPPLIES	224.21
		=== VENDOR TOTALS ===		282.20			
01-06931	U.S. POSTMASTER						
I-201304223980		BULK MAIL FEE		200.00			
4/22/2013	APBNK	DUE: 4/22/2013 DISC: 4/22/2013			1099: N		
		BULK MAIL FEE			101 4112-70500-000	POSTAGE	200.00
		=== VENDOR TOTALS ===		200.00			
		=== PACKET TOTALS ===		155,281.59			

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====								
01-00250		AMERIPRIDE SERVICES						
I-1002440791		LINEN CLEANING		45.85				
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013			1099: N			
		LINEN CLEANING			101 4124-82011-000	LINEN CLEANING		45.85
=== VENDOR TOTALS ===				45.85				
=====								
01-05422		BP						
I-201304293990		FUEL		615.82				
4/29/2013	APBNK	MANUAL CK# 080564 4/26/2013			1099: N			
		FUEL			101 4124-74000-000	MOTOR FUEL & LUBRICANTS		105.80
		FUEL			101 4132-74000-000	MOTOR FUEL & LUBRICANTS		510.02
=== VENDOR TOTALS ===				615.82				
=====								
01-03123		CINTAS CORPORATION #470						
I-470234567		SHOP TOWELS/TOILET PAPER/MAT		155.41				
4/30/2013	APBNK	DUE: 4/30/2013 DISC: 4/30/2013			1099: N			
		SHOP TOWELS/TOILET PAPER/MAT S			101 4131-70110-000	SUPPLIES		155.41
=== VENDOR TOTALS ===				155.41				
=====								
01-05113		DARLEY						
I-17063474		GRIPPER HOSE SYSTEM		138.74				
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013			1099: N			
		GRIPPER HOSE SYSTEM			101 4124-70100-000	SUPPLIES		138.74
=== VENDOR TOTALS ===				138.74				
=====								
01-05153		HOME DEPOT CRC/GECF						
I-201304293991		CHAIN/PAINT SUPPLIES/SAW BLAD		344.54				
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013			1099: N			
		CHAIN AND PADLOCK			601 4601-70100-000	SUPPLIES		40.41
		PAINT SUPPLIES FOR LIGHT POLES			209 4209-70100-000	SUPPLIES		29.97
		SAW BLADES/SANDBLAST SUPPLIES			101 4131-70110-000	SUPPLIES		121.59
		SOCKET			101 4124-70100-000	SUPPLIES		5.36
		SNOW EQUIP CARTS			101 4131-70110-000	SUPPLIES		147.21
=== VENDOR TOTALS ===				344.54				

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05380	KDV					
I-169516		ANNUAL AUDIT FEE	19,350.00			
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013		1099: N		
		ANNUAL AUDIT FEE		101 4113-80310-000	AUDIT	19,350.00
		=== VENDOR TOTALS ===	19,350.00			
=====						
01-05843	MN NCPERS LIFE INSURANCE					
I-201304293989		MAY LIFE INSURANCE	96.00			
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013		1099: N		
		MAY LIFE INSURANCE		101 21709-000	OTHER PAYABLE	96.00
		=== VENDOR TOTALS ===	96.00			
=====						
01-06030	OLSON,ROLAND					
I-201304303992		MILEAGE REIMB: MAR & APR	25.31			
4/30/2013	APBNK	DUE: 4/30/2013 DISC: 4/30/2013		1099: N		
		MILEAGE REIMB: MAR & APR		101 4113-86010-000	MILEAGE	25.31
		=== VENDOR TOTALS ===	25.31			
=====						
01-06115	TIMOTHY PITTMAN					
I-201304303993		MILEAGE REIMB	42.94			
4/30/2013	APBNK	DUE: 4/30/2013 DISC: 4/30/2013		1099: N		
		MILEAGE REIMB		101 4132-86101-000	MILEAGE	42.94
		=== VENDOR TOTALS ===	42.94			
=====						
01-06185	RAMSEY COUNTY					
I-EMCOM 2522		RADIO FLEET SUPPORT	56.16			
4/30/2013	APBNK	DUE: 4/30/2013 DISC: 4/30/2013		1099: N		
		RADIO FLEET SUPPORT		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	56.16
		=== VENDOR TOTALS ===	56.16			
=====						
01-06439	SAVE A LIFE MN					
I-3187		EMR/FIRST RESPONDER COURSE	500.00			
4/29/2013	APBNK	DUE: 4/29/2013 DISC: 4/29/2013		1099: N		
		EMR/FIRST RESPONDER COURSE		101 4124-86020-000	TRAINING	500.00
		=== VENDOR TOTALS ===	500.00			

PACKET: 00823 APRIL 30TH 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
01-05870	XCEL ENERGY					

I-201304303994	ELECT		39.10			
4/30/2013	APBNK	DUE: 4/30/2013 DISC: 4/30/2013		1099: N		
	ELECT			101 4121-85020-000	ELECTRIC	8.46
	ELECT			101 4141-85020-000	ELECTRIC/GAS	30.64

=== VENDOR TOTALS === 39.10

=== PACKET TOTALS === 21,409.87

federal withholdings 5241.40
state withholdings 802.49
PERA 2812.78
ICMA 2050.00

32,316.54

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	310.01
0016	PAMELA M HARRIS	277.05
01-0019	KEITH P GOSLINE	277.05
01-1004	BART J FISCHER	2,404.43
01-1010	MICHELLE C TESSER	1,474.36
01-1014	CHELSEA PETERSEN	677.32
01-1136	ROLAND O OLSON	1,315.36
01-2154	MAUREEN A ANDERSON	173.44
01-1038	DEBORAH K JONES	1,662.22
01-0086	RICHARD H HINRICHS	254.92
01-0095	MICHAEL J POESCHL	101.58
01-0105	ANTON M FEHRENBACH	98.77
01-1030	TIMOTHY J PITTMAN	1,602.43
01-1033	DAVE TRETSEVEN	1,454.96
01-1143	COLIN B CALLAHAN	1,048.20

TOTAL PRINTED: 15 13,132.10

4-26-2013 9:59 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 4/26/2013

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	4/26/2013	274.93	080557
0018	LONG, CHARLES E	R	4/26/2013	277.05	080558
0019	STANCZYK, JACOB	R	4/26/2013	84.04	080559
0034	KURHAJETZ, CLEMENT	R	4/26/2013	366.92	080560
0097	GAFFNEY, PATRICK	R	4/26/2013	101.58	080561
2172	ARCAND, MICHAEL W	R	4/26/2013	106.67	080562
2186	DAVITT, ALLISON N	R	4/26/2013	250.70	080563

4-26-2013 9:59 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 4/26/2013

*** REGISTER TOTALS ***

REGULAR CHECKS:	7	1,461.89
DIRECT DEPOSIT REGULAR CHECKS:	15	13,132.10
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	22	14,593.99

*** NO ERRORS FOUND ***

** END OF REPORT **



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
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>Mechanical License</u> for 2013. Staff has received the necessary documents for licensure.</p> <p style="text-align: center;">1. Stafford Home Service</p> <p>The following individuals have applied for a <u>Tree Timming/Treating/Removal Contractor's License</u> for 2013. Staff has received the necessary documents for licensure.</p> <p style="text-align: center;">1. Morgan's Tree Service</p>
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2013 City License Applications.



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Consent F3
Attachment	Application
Submitted By	Mayor Peter Lindstrom

Item	City Commission Appointment
Description	I recommend Dave Thomas be appointed to the Falcon Heights Environment Commission.
Budget Impact	N/A
Attachment(s)	Dave Thomas' application.
Action(s) Requested	Approval of the above appointment.

CITY OF FALCON HEIGHTS COMMISSION APPLICATION

DATE: March 29 2013

NAME: Dave Thomas

ADDRESS: _____

PHONE: (H) _____ (W) _____

EMAIL ADDRESS: _____

HOW LONG AT ABOVE ADDRESS? 2+ years

IN WHAT CAPACITY DO YOU WISH TO SERVE? I wish to serve
on the Parks Commission.

REASON YOU WISH TO SERVE ON ABOVE: TO BETTER SERVE
my community. I have a passion for Parks
& A work History involved in the field.

- Rec. leader w/
Lisa.
- Kids Programs.

PRIOR PUBLIC (OR RELATED) SERVICE: FALCON HEIGHTS PARKS DEPT.
2007-2008, TEAM LEADER / Rink & gym ATTENDANT
MN NATIONAL OVER 17 TEEN Camp 2006-2007 - ASSISTANT DIRECTOR,
Camp ONOMIA - 2004-2005 - Camp Counselor

OTHER RELEVANT BACKGROUND (OR COMMENTS): _____

HAVE worked w/ KIDS for 6+ years. worked
for parks & REC for ABOUT TWO years.
10+ years in the MNNG.

Dave Thomas

Falcon Heights MN 55113

Summary of Skills

- Reliable, loyal and dependable.
- Calm, understanding and patient.
- Amiable, positive and good natured.
- Resourceful, able to adapt to whatever situation may arise.
- Excellent communication skills, able to fluently read, write and speak English.

Related Work Experience

- Provided childcare, educational and (occasionally)spiritual guidance for groups of 6-20 children between the ages of 3-14.
- Created daily lesson plans and projects.
- Taught and coached activities as baseball, football, t-ball, softball, arts and crafts, soccer and la crosse as well as others.
- Performed three summers as a camp counselor and one summer as an assistant director.
- Responsible for creating the "soldiers weekend" at Camp Onomia, first implemented in 2005.
- Maintained a safe and creative learning and playing environment for all children.
- Was responsible for registering children and maintaining records.
- Maintained and kept track of equipment and property.
- Assisted the special education teachers with a variety of different assignments and in the day to day tasks.
- Has had experience with children of different educational and developmental backgrounds, needs and services.

Related Work/Volunteer History

- | | |
|---|----------------|
| • Special Education Teaching Assistant at Roseville ISD 623 | 2/2011-present |
| • Coach/Gym and Rink Attendant at City of Falcon Heights | 5/2007-6/2008 |
| • Assistant Director/Counselor at the M.N. National Guard Teen Camp | 2006/2007 |
| • After School Care Teacher at Our Savior Lutheran, Austin TX | 10/2005-6/2006 |
| • Camp Counselor at Camp Onomia | 4/2004-8/2005 |

Education/Military

- Associate in Arts Degree from Saint Paul College 2010
- U.S. Army and M.N, National Guard from May 1999-Sep. 2009
- Iraq War Veteran 2008-2009
- Honorable Discharge Sep. 2009
- Has been CPR certified

Dave Thomas

Falcon Heights MN 55113

Summary of Skills

- Dependable and reliable.
- Hard working and independent, can lift at least 70 lbs.
- Resourceful, able to adapt to situations when they arise.
- Over 10 years experience in related fields.
- Excellent communication skills, able to fluently read, write and speak English.

Related Work Experience

- I worked alone or with one other person at Camp Onomia in the continued maintenance of camp facilities which included three dormitories, an all season retreat center, pool area, beach, campgrounds, parking lots, motel, chapel and recreation field.
- At Fridley Middle School as a custodian I worked alone or with one other person in the continued maintenance of school property which included hallways, locker rooms, bathrooms, gyms, library, pool are and courtyard.
- Served for three years in the U.S. Army as a Combat Engineer and participated in Operation Kastle, where we converted rail beds to truck beds at the U.S.' largest magazine in 2000. In 2001 I participated as a Combat Engineer in Operation Alaska Road, in which we built a road out of the side of a mountain at Annette Island, A.K.
- Served for seven years in the Minnesota National Guard, for four years as a Light and Heavy Wheeled Mechanic providing continued maintenance on and operating a wide variety of vehicles ranging from small Humvees to large 5-ton dumps and bigger.
- Served for three years as a Petroleum Supply specialist, participating in Operation: Iraqi Freedom with Task Force 34 at JB Balad, Iraq. Keeping meticulous records of liquid volume, fueling helicopters, maintaining pumps and vehicles etc. As a group (of about 12) fueled over 5,000 helicopters and over 1,000,000 gallons of fuel during one year deployment.
- Performed duties as warehouse labor including loading, unloading and sorting packages.

Related Work History

- | | |
|---|----------------|
| • U.S. Army/ M.N. National Guard | 5/1999-9/2009 |
| • Custodian at Fridley Middle School | 8/2006-6/2007 |
| • Live in building and grounds maintenance at Camp Onomia | 4/2004-9/2005 |
| • Loader/Unloader/Sorter at U.P.S. | 6/2000-8/2002 |
| • Clerk/Stock person at MGM Wine and Spirits | 8/2002-10/2005 |
| • Rink/Gym Attendant for City of Falcon Heights | 5/2007-6/2008 |

Education/Military

- Associate in Arts Degree from Saint Paul College 2010.
- M.O.S. qualified as a Petroleum Supply Specialist (92F) with over 160 hours of schooling including a firefighter course.
- M.O.S. qualified as a Light and Heavy Wheeled Mechanic with "S" conversion course(63"s"B), totaling over 240 hours of schooling, was at one point licensed in over 30 vehicles for the military.
- 16 weeks O.S.U.T. Training as a Combat Engineer(21B).
- Honorable discharge from M.N.National Guard in Sep. 2009 after ten year military career.



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Consent F4
Attachment	Resolution 13-09
Submitted By	Bart Fischer, City Administrator

Item	Resolution Proclaiming Police Week
Description	To recognize National Police Week 2013 and to honor the service and sacrifice of those law enforcement officers killed in the line of duty while protecting our communities and safeguarding our democracy communities throughout the area are proclaiming police week.
Budget Impact	None
Attachment(s)	Resolution 13-09
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the attached Resolution Proclaiming Police Week, Resolution 13-09.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

May 8, 2013

No. 13-09

**RESOLUTION PROCLAIMING POLICE WEEK
CITY OF FALCON HEIGHTS**

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the St. Anthony Police Department also serving the City of Falcon Heights;

WHEREAS, nearly 60,000 assaults against law enforcement officers are reported each year, resulting in approximately 16,000 injuries;

WHEREAS, since the first recorded death in 1791, almost 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty;

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the National Law Enforcement Officers Memorial Fund's 25th Annual Candlelight Vigil, on the evening of May 13, 2013;

WHEREAS, the service and sacrifice of all officers killed in the line of duty will be honored during the MINNESOTA LAW ENFORCEMENT MEMORIAL ASSOCIATION'S Annual Candlelight Vigil, on the evening of May 15, 2013;

WHEREAS, the Candlelight Vigil is part of National Police Week, which takes place this year on May 12-18;

WHEREAS, May 15 is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families;

THEREFORE, BE IT RESOLVED that the Falcon Heights City Council formally designates May 12-18, 2013, as POLICE WEEK in the City of Falcon Heights, and publicly salutes the service of law enforcement officers in our community and in communities across the nation.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
May 8, 2013

LINDSTROM _____ In Favor
GOSLINE
HARRIS _____ Against
LONG
MERCER-TAYLOR

Attested by: _____
Bart Fischer
City Administrator
May 8, 2013



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Consent F5
Attachment	N/A
Submitted By	Bart Fischer, City Administrator

Item	Fire Department SCBA Equipment bids and payment request.						
Description	<p>Three bids were received for the SCBA units to be funded through the FEMA grant as previously approved. The three bids are as follows:</p> <table> <tr> <td>Metro Fire (Ham Lake, Mn)</td> <td>\$148,524.50</td> </tr> <tr> <td>Casco Industries Inc (Shreveport, LA)</td> <td>\$281,320.00</td> </tr> <tr> <td>Mine Safety Appliance Co (Pittsburgh, PA)</td> <td>\$302,478.22</td> </tr> </table> <p>Metro Fire is a local company which has done very satisfactory service with the City of Falcon Heights in the past. Metro Fire's bid is substantially lower than the other two bids. Staff recommends accepting the low bid from Metro Fire and recommends prompt payment of equipment when received.</p>	Metro Fire (Ham Lake, Mn)	\$148,524.50	Casco Industries Inc (Shreveport, LA)	\$281,320.00	Mine Safety Appliance Co (Pittsburgh, PA)	\$302,478.22
Metro Fire (Ham Lake, Mn)	\$148,524.50						
Casco Industries Inc (Shreveport, LA)	\$281,320.00						
Mine Safety Appliance Co (Pittsburgh, PA)	\$302,478.22						
Budget Impact	Previously approved with the FEMA grant.						
Attachment(s)	N/A						
Action(s) Requested	Authorize acceptance of low bid from Metro Fire and authorize prompt payment.						



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Consent F6
Attachment	N/A
Submitted By	Bart Fischer, City Administrator

Item	Fire Department Air Compressor for Sanitary air for SCBA units				
Description	<p>Two bids were received for the Sanitary Air Compressor for the air tanks for the SCBA units to be funded through the FEMA grant as previously approved. The two bids are as follows:</p> <table> <tr> <td>Alex Air Apparatus Inc (Alexandria, MN)</td> <td>\$36,655.00</td> </tr> <tr> <td>Metro Fire (Ham Lake, MN)</td> <td>\$40,702.11</td> </tr> </table> <p>Both companies are Minnesota companies. The bid by Alex Air Apparatus is lower. The staff recommends selecting the low bid by Alex Air Apparatus Inc.</p>	Alex Air Apparatus Inc (Alexandria, MN)	\$36,655.00	Metro Fire (Ham Lake, MN)	\$40,702.11
Alex Air Apparatus Inc (Alexandria, MN)	\$36,655.00				
Metro Fire (Ham Lake, MN)	\$40,702.11				
Budget Impact	Previously approved with the FEMA grant.				
Attachment(s)	N/A				
Action(s) Requested	Authorize acceptance of low bid from Alex Air Apparatus Inc and authorize prompt payment.				



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	May 8, 2013
Agenda Item	Policy G1
Attachment	Resolution 13-10
Submitted By	Kristine Giga, Civil Engineer

Item	Award Bids for the 2013 Pavement Management Project															
Description	<p>On February 27, 2013, the City Council approved the plans and specifications for the 2013 Pavement Management Project (PMP) and ordered advertisement for bids. The following streets and alleys are a part of the 2013 PMP.</p> <ul style="list-style-type: none"> • East Snelling Avenue Service Drive, Idaho Avenue to dead end • Albert Street, from Hoyt Avenue to Larpenteur Avenue • Pascal Street, from Hoyt Avenue to Larpenteur Avenue • Arona Street, from Hoyt Avenue to Larpenteur Avenue • Arona Street, from Crawford Avenue to Larpenteur Avenue • Crawford Avenue, from Snelling Avenue to Simpson Street • Hollywood Court, from Snelling Avenue Frontage Road to alleys • Alley between Larpenteur Avenue and California Avenue, from Albert Street to Hamline Avenue (“Super America” alley) • Alley between Larpenteur Avenue and Crawford Avenue, from Snelling Avenue to Arona Street (“Falcon Crossing” alley) <p>For detail on the proposed improvements, please reference the feasibility report.</p> <p>Bids were solicited during March and April. The bids were opened on Thursday, April 25, 2013. Four qualified bids were received for this year’s pavement project. After review of the bids received, staff recommends awarding the work.</p> <p>Based on past practice, the City Council has awarded the contract to the lowest responsible bidder. For the 2013 Pavement Management Project, the apparent low bid is T. A. Schifsky & Sons, Inc. of North Saint Paul, Minnesota. The following is a summary of the bids received for this project:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">BIDDER</th> <th style="text-align: right;">TOTAL BID A</th> <th style="text-align: right;">TOTAL BID B</th> </tr> </thead> <tbody> <tr> <td>T. A. Schifsky & Sons, Inc.</td> <td style="text-align: right;">\$ 1,033,858.22</td> <td style="text-align: right;">\$ 1,026,237.22</td> </tr> <tr> <td>North Valley, Inc.</td> <td style="text-align: right;">\$ 1,117,734.73</td> <td style="text-align: right;">\$ 1,115,003.13</td> </tr> <tr> <td>Thomas and Sons Construction</td> <td style="text-align: right;">\$ 1,149,348.99</td> <td style="text-align: right;">\$ 1,144,220.19</td> </tr> <tr> <td>Hardrives, Inc.</td> <td style="text-align: right;">\$ 1,183,635.32</td> <td style="text-align: right;">\$ 1,176,695.22</td> </tr> </tbody> </table> <p>Bid A includes costs for the “Falcon Crossing” alley to be partially constructed with concrete. Bid B includes costs for the “Falcon Crossing” alley to be constructed entirely with bituminous.</p>	BIDDER	TOTAL BID A	TOTAL BID B	T. A. Schifsky & Sons, Inc.	\$ 1,033,858.22	\$ 1,026,237.22	North Valley, Inc.	\$ 1,117,734.73	\$ 1,115,003.13	Thomas and Sons Construction	\$ 1,149,348.99	\$ 1,144,220.19	Hardrives, Inc.	\$ 1,183,635.32	\$ 1,176,695.22
BIDDER	TOTAL BID A	TOTAL BID B														
T. A. Schifsky & Sons, Inc.	\$ 1,033,858.22	\$ 1,026,237.22														
North Valley, Inc.	\$ 1,117,734.73	\$ 1,115,003.13														
Thomas and Sons Construction	\$ 1,149,348.99	\$ 1,144,220.19														
Hardrives, Inc.	\$ 1,183,635.32	\$ 1,176,695.22														

In the feasibility report, two alternatives were discussed for the “Falcon Crossing” alley, to construct the entire alley either with concrete or with bituminous. The existing pavement has deteriorated, developing severe cracking and potholes. The relatively flat grade of the alley also does not provide for adequate drainage. The condition of the alley is such that more extensive repairs need to be made. During final design, staff evaluated a third alternative: to construct the segment of the alley that has minimal grade in concrete, and the portion that has adequate grade with bituminous. Concrete is a rigid pavement, and more suited to carry storm water runoff over relatively flat grades. This resulted in a design that consists of 315 feet of concrete alley, and 160 feet of bituminous alley. The bid alternate “B”, constructing the entire alley in bituminous, was obtained in case the bid prices for concrete came in extremely high. The cost difference between constructing the alley in concrete and bituminous vs. all bituminous is approximately \$9,000. Staff recommends constructing the alley using both concrete and bituminous. The life of the concrete alley will exceed the life of an alley constructed with bituminous at a minimal grade.

Budget Impact

The low bid submitted by T.A. Schifsky & Sons, Inc., \$1,033,858.22, is 4% lower than the Engineer’s construction estimate of \$1,080,576. (construction costs only)

This project has the following financial implications for the city and property owners along the streets being considered for maintenance:

- Assessments levied in accordance with the City’s assessment policy.
- Use of Municipal State Aid (MSA), Tax increment financing (TIF), and city funds to pay the City’s portion of the project.
- The Capitol Region Watershed District (CRWD) is contributing funds to the project for storm water volume reduction and water quality Best Management Practices that are being constructed in conjunction with the project.

The following table shows the project costs and proposed funding breakdown for the project:

	Construction + 17% Engineering	Assessments	CRWD	MSA	TIF	City
Streets Total	\$ 777,485.00	\$ 300,865.00		\$150,000.00	\$152,000.00	\$ 174,620.00
Alley Total	\$ 86,083.00	\$ 77,449.00				\$ 8,634.00
Storm Total	\$ 340,000.00		\$142,000.00		\$198,000.00	
Sanitary Total	\$ 2,627.00					\$ 2,627.00
Private Sanitary Total*	\$ 5,664.00	\$ 5,664.00				
Total	\$ 1,211,859.00	\$ 383,978.00	\$142,000.00	\$150,000.00	\$350,000.00	\$ 185,881.00

* Only if residents sign up to have their sanitary sewer service replaced. (2 included in bid for estimating purposes)

A portion of the costs for the project are proposed to be assessed. The following table compares the estimated assessment rates from the feasibility report to the assessment rates calculated based on the low bid.

Per foot assessment rate	Feasibility Report	Low Bid
Street Improvements		
Commercial/multi-unit	\$ 56.07	\$ 51.38
Residential	\$ 37.38	\$ 34.25
California Alley Improvements ("Super America" alley- Albert to Hamline)		
Commercial	\$ 40.47	\$ 34.10
Residential	\$ 36.32	\$ 30.60
Crawford Alley Improvements ("Falcon Crossing" alley- Snelling Svc Dr to Arona)		
Commercial- concrete	\$ 115.78	\$ 58.87
Commercial- bituminous	\$ 73.29	\$ 46.64
Residential	\$ 10.76	\$ 6.85

This project is proposed to be completed by Fall 2013. Final assessment amounts would be determined following an assessment hearing in the Fall of 2013 and a review of the project costs and proposed assessments by the City Council. The property owners can either pay the assessments in part or in full in October 2013 or have them added to their property taxes with an interest rate to be set by the City Council. The first installment of the assessment would be due in Spring 2014.

Attachment	Resolution 13-10
Action(s) Requested	Approve Resolution Awarding Bid for the 2013 Pavement Management Project to T.A. Schifsky & Sons, Inc., of North Saint Paul, Minnesota, in the amount of \$1,033,858.22.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

May 8, 2013

No. 13-10

RESOLUTION AWARDING BID FOR 2013 PAVEMENT MANAGEMENT PROJECT

WHEREAS, pursuant to advertisement for bids for the improvement of the 2013 Pavement Management Project, the proposed improvement of the following streets:

- East Snelling Avenue Service Drive, Idaho Avenue to dead end
- Albert Street, from Hoyt Avenue to Larpenteur Avenue
- Pascal Street, from Hoyt Avenue to Larpenteur Avenue
- Arona Street, from Hoyt Avenue to Larpenteur Avenue
- Arona Street, from Crawford Avenue to Larpenteur Avenue
- Crawford Avenue, from Snelling Avenue to Simpson Street
- Hollywood Court, from Snelling Avenue Frontage Road to alleys
- Alley between Larpenteur Avenue and California Avenue, from Albert Street to Hamline Avenue
- Alley between Larpenteur Avenue and Crawford Avenue, from Snelling Avenue to Arona Street

WHEREAS, bids were received on Thursday, April 25, 2013, at 10:00 a.m., opened, and tabulated according to the law, and the following bids were received complying with the advertisement:

BIDDER	TOTAL BID A	TOTAL BID B
T. A. Schifsky & Sons, Inc.	\$ 1,033,858.22	\$ 1,026,237.22
North Valley, Inc.	\$ 1,117,734.73	\$ 1,115,003.13
Thomas and Sons Construction	\$ 1,149,348.99	\$ 1,144,220.19
Hardrives, Inc.	\$ 1,183,635.32	\$ 1,176,695.22

WHEREAS, it appears that T. A. Schifsky & Sons, Inc. of North Saint Paul, Minnesota, is the lowest responsible bidder at the tabulated price of \$1,033,858.22, and

NOW THEREFORE BE IT RESOLVED by the Council of the City of Falcon Heights, Minnesota:

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with T. A. Schifsky & Sons, Inc., of North Saint Paul, Minnesota, for \$1,033,858.22 in the name of the City of Falcon Heights for the above improvements according to the plans and specifications thereof heretofore approved by the City Council and on file in the office of the City Administrator.

2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
May 8, 2013

LINDSTROM _____ In Favor
GOSLINE
HARRIS _____ Against
LONG
MERCER-TAYLOR

Attested by: _____

Bart Fischer
City Administrator
May 8, 2013