

**Falcon Heights City Council Workshop  
City Hall  
2077 W Larpenteur Ave.  
6:30 P.M.**

**MINUTES  
Wednesday, August 3, 2016**

- 1) **2017 PMP**
  - a) **University Grove and Garden Ave**

Garden Avenue will be delayed. The City Engineer stated that the road improvements can be delayed based on the road study up to four years. They earliest that the project will be revisited is 2019.
  - b) **Assessment Policy**

Altering the assessment policy for the Grove Project would make a more uniform cost per lot for the Grove. Some lots in the Grove have three-sided lots so it makes calculations a little difficult. The major adjustment would be along Vincent at Folwell and Northrup at Folwell. The properties that abut Hoyt got assessed under the recent Hoyt project. The Coffman road corner homes did not get assessed during the Hoyt project, so they would be assessed in the 2017 PMP. The trail that goes through Folwell and Hoyt will be included in the project.

The Council agrees that they would like to stay with current policy to be consistent.
- 2) **2017 Proposed Budget and Levy**
  - a) **General**

Fund 111 (Legislative): Increase conferences/training from \$1,000 to \$2,000. Decrease cooperative services by \$2,000.

Fund 112 (Administrative): Regular salaries increased due to moving the Administrative Coordinator to full-time. There are now no budgeted part-time employees. Decrease education by \$1,000. Insurance and bonds increased for a safety net of any increases.

Fund 113 (Finance): Salaries are increased for the Finance Director at the same rate as the Public Works Director. There is a 3% raise and the 3% COLA increase. The conference expenses are the annual GFOA and the Minnesota Finance Conference.

Fund 114 (Legal): Legal expenditures have stayed at the same higher rate from the previous year due to the upcoming comprehensive plan.

Fund 115 (Elections): Accuvote voting service increased slightly.

Fund 116 (Communications): There is an increase in network costs with the inet contract. They are hiring another employee and also looking into more security procedures.

Fund 117 (Planning & Inspections): There is an increase in salary due to the step increase and COLA. Consulting decreased due to having a full-time staff.

Fund 121 (Emergency Preparedness): Emergency management was increased for the part time staff. Currently the Assistant Emergency Manager is working on a creating a detailed emergency plan. The Council would like to consider FEMA training. The civil defense siren will need to be replaced and the capital will be increasing for 2017 by \$15,000-\$20,000. Grants are being considered.

Fund 122 (Police & Dispatch): Due to a less than 3% annual increase, the contract automatically renews.

Fund 123 (Prosecution): There is a small increase to allow for a raise.

Fund 124 (Fire Service): The salary increases are for the minimum wage increases. For the 2018 budget, there is an anticipated transfer cost from the capital budget of \$97,000 based on operational costs. The cost for the Lauderdale contract is being discussed for the future budget.

Fund 125 (Fire Relief): This is a pass through from the State.

Fund 131 (City Hall & Grounds): There hasn't been any change other than a decrease in waste removal for services at City Hall.

Fund 132 (Street): Snow removal fluctuates from year to year.

Fund 133 (Engineering): The increases are in relation to comprehensive planning and a water plan.

Fund 134 (Tree Program): The forestry consultant cost has increased due to the number of requests. Tree removal and tree planting has not yet been included in this fund since it is currently in capital.


Fund 141(Park Maintenance & Administration): Salary will increase, and facilities and grounds maintenance will increase. There is an increase for the rink attendant and warming house cost in order to move forward with a similar plan of action from last year for an ice skating rink.

Fund 192 (Contingency): remains the same

- b) **Debt Service- tabled until the next workshop**
- c) **Special Revenue- tabled until the next workshop**

3) **Clean Water Plan-City Hall**

There are some grants available to add some rain gardens at City Hall. Based on the size of the rain garden, there are different amounts available for a grant. A rain garden is proposed on City Hall land along the west side of Prior Street.

  
Peter Lindstrom, Mayor

Dated this 3<sup>rd</sup> day of August, 2016

  
Sack Thongvanh, City Administrator

