

ADMINISTRATIVE UPDATE

November 18, 1987

1. Digre Tree Removal - The diseased tree at 1358 Iowa was removed on November 5, 1987 without incident.
2. Raccoons - The city has purchased a live trap to apprehend the four-legged criminals. Residents having problems can borrow the trap and call us if they succeed in trapping one.
3. Walk Signals at Snelling and Roselawn - MNDot has been notified and they will check it out.
4. Recycling - Reminder to recycle this Friday, November 20th.
5. Fire Department Christmas Party - Sunday, December 13, 4 p.m., 5:30 dinner, bring a wrapped gift for your child.
6. Fire Ball - Fire Department Fund Raiser at the Bel Rae Ballroom on Friday, November 27. Tickets are \$5.00.
7. Roselawn Avenue - The project is winding down for the winter. (Manholes are being raised and ramped for accessibility and snowplowing purposes.) The bituminous is finished except for a 1½" wear coating which will be applied in the spring. Final grades and sod will also be done in the spring.
8. Larpenteur Avenue - A meeting was held on November 5 with representatives of Hewlett Packard, the U of M, Ramsey County and the City to discuss the county's study on stoplights. The next meeting will be held at 10:00 a.m. on December 7.
9. Falcon Heights Community Report - The taping of the second segment of the Falcon Heights Community Report will be on Thursday, November 19 at 3:30 p.m. The guest stars will include: Sgt. Sterling Hintz, to talk about crime prevention and Pat Bush, the city's newly elected Council member.

Tom B -

. new liaison position w/ FH Comm Ed Adv Comm
will talk to Grimhall also

Considering ~~to~~ dissolve liason w/ Fire Dept + PW

. Lib. - RCUA

John Finley's pos.
not leave dir. to 3 sub. Comm

L

Teamwork essential ARCHITECT, DESIGNER MUST COLLABORATE

By Gary Wheeler and Nila Hildebrandt

Mutual respect for each other's profession is the key to building a design team, as we experienced recently while working on a collaborative project with architect Milo Thompson of Benz/Thompson/Rietow Inc.

According to Thompson, architects and designers should strive for mutual respect, concern and interest. Not taking advantage of fresh, new perspectives means closing your eyes to meaningful advice and ideas. "We welcome ideas," he says.

Thompson welcomed our ideas when we worked as a design team with his firm for 1666 Coffman, a 10-unit condominium project in Falcon Heights for retired faculty and staff from the University of Minnesota.

The client, University of Minnesota Re-threes Housing Corp., and the client committee, which included former members of the University's school of interior design, was sophisticated about architecture and design, and realized the value of using a design team. The client specified that the designers should offer advice on architectural issues related to design. Thompson, in turn, could advise on the interiors.

Design

"I welcome the devotion to detail and finish that designers bring to a project," Thompson says.

We as designers, on the other hand, gifted respect for the architectural approach to detail that was apparent in Thompson's architectural drawings.

The architectural concept for 1666 Coffman was that of a grand mansion inspired by the architecture of the great 16th-century Italian architect, Andrea Palladio. The three-story building resembles a great Italian villa with the entrances and common spaces arranged as large rooms in the center, "wings" of

condominiums off each side and formal gardens in back.

The common spaces are 1666 Coffman's most unique feature. As a design team, we sought to create a home for residents. We conducted extensive research on the Palladian architectural style to ensure that we adhered to the architectural concept.

The classic design seeks to define spaces as discrete rooms, making each space more manageable and more home-like. The long corridors illustrate that concept. We used architectural moldings, borders on the carpet—giving the illusion of area rugs—and other detailing such as arched openings to start and end individual areas along the corridors. We treated rooms the same way, creating smaller areas within larger ones with carpet borders, moldings and lighting.

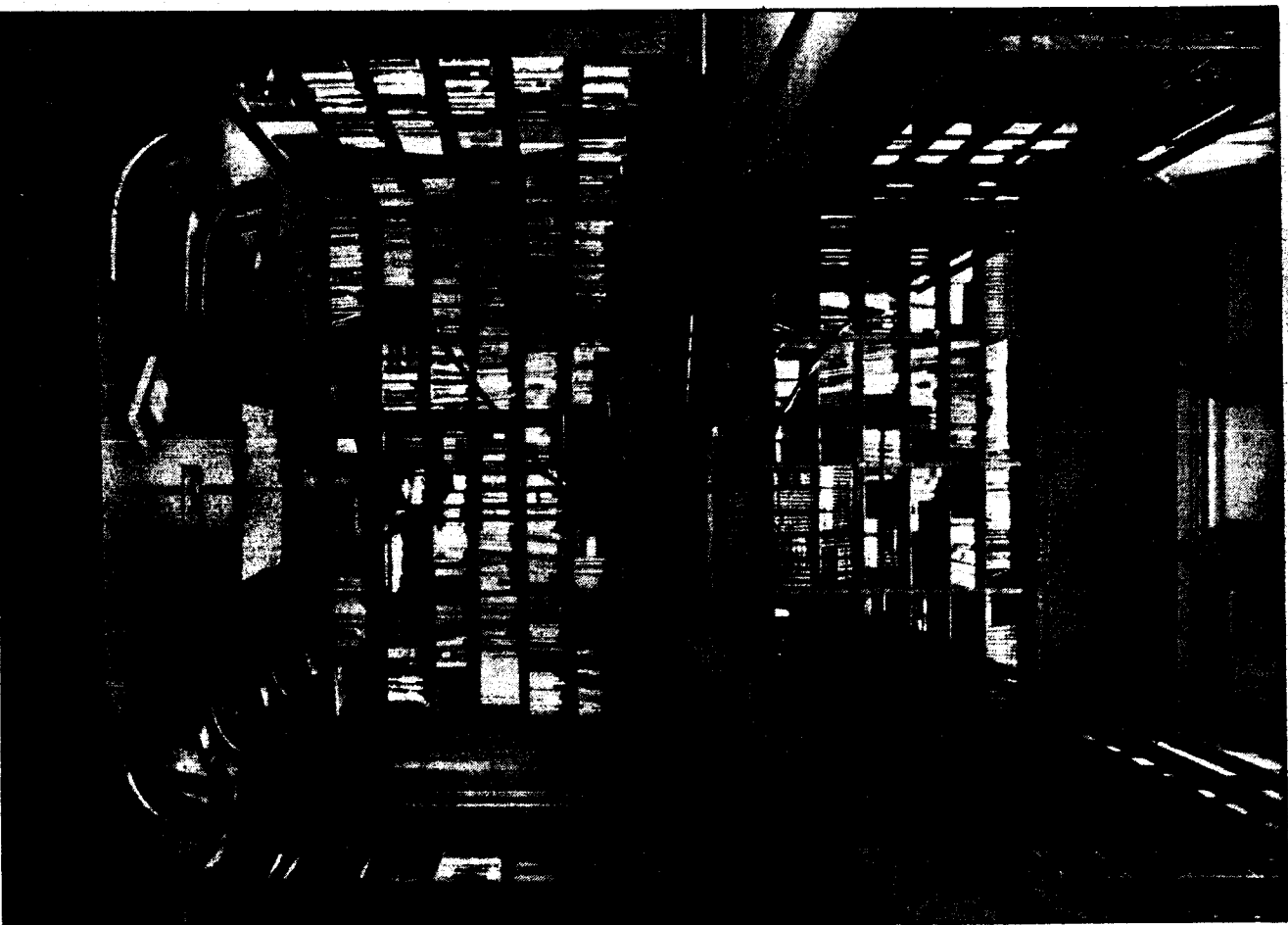
Another area vital to function and design was the dining room, the social center of the building. We furnished the lofty, two-story room in tan and peach tones with round, glass-top tables, traditional bases and arch chairs, which required extensive research to ensure comfort and ease of mobility.

A conservatory, adjacent to the dining room and visible through glass, gives a year-round view of greenery without the typical greenhouse look. The client wanted a working greenhouse for condominium owners, but our team convinced them that a formal treatment fit better with the grand villa concept. We created a conservatory that served the goal of giving residents a place to work with plants while maintaining the integrity of the architectural concept.

If the dining room is the social center, then the library is the heart of the project, both literally and figuratively. The former educators and administrators who own the condominiums expected a setting that was both functional and faithful to the architectural concept.

Located in the center of the building, above the dining area, the two-level room has rich, dark wood and forest green furnishings reminiscent of libraries in great mansions and universities.

At 1666 Coffman, a melding of architecture and interior design helped us to create a real home for those who live there. We integrated a great variety of needs and wants in one building. Good communication was key to this endeavor, both within the design team and with the client. With Thompson, we never felt like we were stepping out of



The library is the soul of 1666 Coffman.

bounds, we had the opportunity to learn much from both him and the client.

Architects and interior designers can achieve the greatest refinement of design by working closely and communicating well. When working on a design team or with any

other project consultant, architects and interior designers will best serve clients by respecting the other's professional opinions and decisions. — Gary Wheeler and Nila Hildebrandt are principals in the firm Wheeler-Hildebrandt Design.

ADDENDUM TO CONSENT AGENDA FOR NOVEMBER 18, 1987

E(7) Appointment of Kevin Anderson and Philip Larson to
Fire/Rescue Department

Action: _____

**CITY OF FALCON HEIGHTS
FIRE DEPARTMENT AND RESCUE SQUAD
Application for Membership**

PERSONAL INFORMATION

Name Anderson Kevin Kalou Date of Birth 09/06/68
Last First Middle

(No applicant under 18 or over 40 years of age is eligible).

Address 1040 24th Ave SE. Mpls. MN. 55414
Street City State Zip

Telephone 331-6075 538-1749 Soc. Sec. # 473-48-4715
home work

Own Home (with parents) Buying Home Renting

How long have you lived in Falcon Heights? Mpls. 19 years

EDUCATION

<u>Name and Location</u>	<u>Years Attended</u>	<u>Graduated</u>
Grammar School <u>Juttle</u>	<u>6</u>	<u>Yes</u>
High School <u>South High</u>	<u>4 1987</u>	<u>Yes</u>
College <u>Mpls. Community College</u>	<u>1 1986</u>	<u>NO</u>
Other* <u>Hennipin tech. Centers E.M.T.-A</u>	<u>1987</u>	<u>Yes</u>
<u>Hennipin tech. Centers FireFighter one</u>	<u>1987</u>	<u>Yes</u>

* Include any first aid, EMT, and firefighter training.

EMPLOYMENT

Present Employer Midwest Patrol No. of Years 3 mos.

Business Address 3329 University Ave SE. Working Hours 1am-9pm Flex.

Former employers (list your last two employers starting with the most recent employer).

<u>Name & Address of Employer</u>	<u>Dates Employed</u>	<u>Position</u>	<u>Reason for Leaving</u>
<u>47th Combat Military Police 600 Cedar St. St. Paul</u>	<u>From: March 87 To: pres</u>	<u>Military Police</u>	
<u>Southland CO. 2424 Larpander Ave St. Paul</u>	<u>From: June 86 To: June 87</u>	<u>Clerk</u>	<u>School</u>

CITY OF FALCON HEIGHTS
FIRE DEPARTMENT AND RESCUE SQUAD
Application for Membership

PERSONAL INFORMATION

Name Larson Philip A. Date of Birth 11/13/57
Last First Middle

(No applicant under 18 or over 40 years of age is eligible).

Address 1720 W. Carpenter #118 Falcon Heights MINN. 55113
Street City State Zip

Telephone 645-9351 647-9290 Soc. Sec. # 471-78-0972
home work

Own Home _____ Buying Home _____ Renting X

How long have you lived in Falcon Heights? 3 mths.

EDUCATION

Name and Location	Years Attended	Graduated
Grammar School <u>Benson Heights</u>	<u>6</u>	<u>yes</u>
High School <u>Rensselaire - St. Margaret's</u>	<u>4</u>	<u>yes</u>
College <u>St. Thomas</u>	<u>2</u>	<u>no</u>
Other* <u>EMT Training (Probably has lapsed)</u>		
<u>Volunteer worker St. Johns</u>		

* Include any first aid, EMT, and firefighter training.

EMPLOYMENT

Present Employer Medicine Lake Bus Co. No. of Years 3 1/2

Business Address 1129 Cathlin St. 55108, St. Paul Working Hours 36 hrs.

Former employers (list your last two employers starting with the most recent employer).

Name & Address of Employer	Dates Employed	Position	Reason for Leaving
<u>Sidel Realty Co. (Jody)</u> <u>1740 W. Carpenter</u>	From: <u>8/87</u> To: <u>- current</u>	<u>Caretaker</u>	<u>-</u>
<u>C Penney's</u> <u>Ridgedale</u>	From: <u>8/83</u> To: <u>2/84</u>	<u>Sales</u> <u>Clerk</u>	<u>MOVED TO FAR AWAY</u>

CITY OF FALCON HEIGHTS
COUNCIL AGENDA
NOVEMBER 18, 1987

A. CALL TO ORDER: 7:00 P.M.

B. ROLL CALL: CHENOWETH WALLIN HARD CIERNIA BALDWIN
WIESSNER ATTORNEY ENGINEER SECRETARY

C. APPROVAL OF MINUTES OF NOVEMBER 4, 1987:

ACTION: _____

D. PUBLIC HEARINGS: NONE:

E. CONSENT AGENDA:

1. Disbursements through November 18, 1987 \$53,395.61
2. Sinking Fund \$ 700.00
3. Payroll 11/1/87 - 11/15/87 \$ 7,599.33
4. Park and Recreation Commission Minutes of October 12, 1987
5. Maier Stewart Statement for Services through October 24, 1987
6. Ramsey County Sheriff's Report for October, 1987
7. Licenses
7. Addendum - appts to Jim Dept.

ACTION: _____

* PC -> Status report la Council mtg

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

8:00
→ Stratford — ^{Unanimous} Pch / 10 / c
1. Presentation by Sgt. Sterling Hintz Regarding Crime Prevention
Approve Amendment subject to
also conditions and approval by atty
* Send copy of meeting schedule to
Tim Willet

ACTION: _____

2. Request from Harvest States Cooperative for Variance to Fire Code

ACTION: _____

3. Roc-A-Fellas Infractions - Deferred from 11/4/87

ACTION: _____

4. Consider Banning Parking on Cleveland, Larpenteur to Roselawn - Deferred from 11/4/87

ACTION: _____

5. Consider Cancelling December 23rd Council Meeting

ACTION: Down

6. Funding of Emergency Lighting Installation

ACTION: OK

7. Discussion - Status of Part Time Employees

ACTION: come back w/.

8. Schedule Interviews with Law Firms

ACTION: _____

9. Stratford Office Park Project

ACTION: _____

G. ANNOUNCEMENTS AND UPDATES:

H. ADJOURNMENT:

ACTION: _____

MINUTES
SPECIAL CITY COUNCIL MEETING
NOVEMBER 18, 1987

Baldwin called the meeting to order at 7:00 P.M.

ALL MEMBERS PRESENT

Ciernia, Wallin, Hard, P. Chenoweth, and Baldwin. Also present were Wiessner, Marx, and S. Chenoweth.

ADDENDUM TO CONSENT AGENDA AND DELETION OF ITEM OF(2) FROM POLICY AGENDA

Council added Item E(7), Appointment of Kevin Anderson and Philip Larson to Fire/Rescue Department, to the Consent Agenda, and deleted Item F(2), Request from Harvest States for Variance to Fire Code, from the Policy Agenda.

MINUTES OF NOVEMBER 4, 1987 APPROVED

Council accepted the Minutes of November 4, 1987 as presented.

CONSENT AGENDA APPROVED

Council approved the following Consent Agenda:

1. Disbursements through November 18, 1987 \$53,395.61
- Sinking Fund \$ 700.00
2. Payroll 11/1/87 - 11-15/87 \$ 7,599.33
3. Park and Recreation Minutes of October 12, 1987
4. Maier Stewart Statement for Services through October 24, 1987
5. Ramsey County Sheriff's Report for October, 1987
6. Licenses
7. Appointment of Kevin Anderson and Philip Larson to Fire/Rescue Department

STRATFORD OFFICE PARK UPDATE ON CONSTRUCTION SCHEDULE - AMENDMENT TO DEVELOPMENT AGREEMENT APPROVED

Baldwin summarized a meeting with Wiessner, Marx, and Stratford representatives, Frank Kubitschek and Tim Welsch, regarding problems with closing on the existing office buildings due to an error in the wording of a portion of the development agreement and requested that Council approve an amendment which would allow the purchasers to pay a proportionate share of the shortfall escrow as was originally intended. They also explained they could not begin construction of the other buildings as required by the development agreement due to problems with National City Bank. However, they felt they are near a solution. Following a discussion, and upon recommendation by the city attorney, Chenoweth moved approval of the proposed amendment with the following contingencies: 1) the city's security will not be weakened, 2) developer will bear all legal costs resulting from the amendment, 3) money held in escrow for completion of the second half of building #2 will first be used for life safety items, and 4) the document must be approved by city attorney. Motion carried unanimously.

Council expressed concern that construction had not begun on the third and fourth buildings in September, 1987 as required by the development agreement and requested the developer to present a status report on the progress of the financial negotiations and construction schedule for each upcoming Council meeting. Welsch and Kubitschek agreed to honor the request.

ROC-A-FELLAS INFRACTIONS

Wiessner reviewed the conditions set forth when the original conditional use was issued in 1978 and her letter dated November 13, 1987 putting Roc-A-Fellas on notice that the original conditions are still in effect and future problems will initiate action for the revocation of the conditional use permit. Mark Rutzik, former owner of the business, was in attendance, reviewed the history of the establishment, and indicated he has offered to assist the new owners in rectifying the problems.

PRESENTATION BY SGT. HINTZ OF THE SHERIFF'S DEPARTMENT

Sgt. Sterling Hintz, Crime Prevention Officer for the Ramsey County Sheriff's Department, explained that crime is slightly lower in Falcon Heights than in neighboring communities; however, Falcon Heights residents may be more aware of incidents due to the small size of the community. He gave some crime prevention hints and indicated he would be willing to meet with neighborhood groups or go to individual homes and make security suggestions.

PARKING BAN REQUESTED ON EAST SIDE OF CLEVELAND, LARPENTEUR TO ROSELAWN

Council briefly discussed requests from Morris Mittness, University of Minnesota, and Sgt. Kennicutt of the Sheriff's Department, that Council consider posting "no parking" on the east side of Cleveland. Council approved the requests and directed Wiessner to request Ramsey County to post "No Parking Tow Away Zone" on the east side of Cleveland, Larpenteur to Roselawn.

DECEMBER 23, 1987 COUNCIL MEETING CANCELLED

Council agreed to cancel the meeting scheduled for December 23, 1987.

EMERGENCY LIGHTING TO BE INTALLED IN BASEMENT STORAGE AREA AND STAIRWELL

Council authorized installation of the emergency lighting by Collins Electric at a cost of \$2,850.00, such funds to be taken from the Municipal Building Budget (\$1,850) and Contingency Budget (\$1,000).

STATUS OF PART TIME EMPLOYEES TO BE DISCUSSED FURTHER AT 12/9/87 MEETING

Council discussed the proposed policy for part time employees, recommended some corrections/changes, and requested the amended document be placed on the December 9th agenda.

PROSPECTIVE ATTORNEYS TO BE INTERVIEWED ON 12/1/87

Council directed Wiessner do attempt to schedule the interviews of the four finalists between 7:00 and 9:00 P.M. on Tuesday, December 1, 1987.

ADJOURNMENT

The meeting was adjourned at 9:40 P.M.

Tom Baldwin, Mayor

ATTEST:

Janet R. Wiessner, Clerk Administrator

GENERAL DISBURSEMENTS

CHECK NO.	ISSUED TO	REASON	AMOUNT
21061	COSTCO	Various Supplies	45.98
21062	Marion Skweres	Election Judge	32.66
21063	Laura Rust	"	32.66
21064	Carol Kraemer	"	32.66
21065	Dorothy Bianchi	"	32.66
21066	Mary McGuire	"	31.83
21067	Marian McNabb	"	30.15
21068	Jeannette Kelsey	"	30.15
21069	Florence Richards	"	31.83
21070	Ruth Nier	"	30.99
21071	Carol Rasmusson	"	30.15
21072	Jeanne Irving	"	31.83
21073	Ruth May Sparrow	"	30.15
21074	Gladys MacKnight	"	35.18
21075	Dorothy Grittner	"	35.18
21076	Gladys Brown	"	35.18
21077	Alice Robertson	"	33.50
21078	Cardiac Resuscitator Corp.	Service Contract for Heart Aid Machine	449.00
21079	U. S. Postmaster	Postage Stamps	220.00
21080	COSTCO	Various Supplies	41.29
21081	Northwest Suburban Youth Service Bureau	Awards Dinner for Baldwins, Chenoweths & Wiessner	70.00
21082	Government Training Service	Planning Seminar	14.00
21083	Northwest Suburban Youth Service Bureau	Awards Dinner for Ciernia	760.50
21084	Katherine Zimmerman	Contractual Employee	48.74
21085	Minnesota Suburban Newspapers	Publish 1988 Budget	169.00
21086	In Towne Industries	Typeset Newsletter & Park & Rec. Flyer	136.00
21087	Smith Office Equipment	Maintenance Agreement - Typewriters	28.00
21088	Insty Prints	Letterhead	109.32
21089	C & G Office Products	Office Supplies	39.05
21090	Quinlan Publishing Co., Inc.	Zoning Bulletin - 1 Year Subscription	36.80
21091	Ramsey County Personnel	Administration Fee - Health Ins.	127.73
21092	AT&T Credit Corp.	Telephone Equipment	225.87
21093	Northwestern Bell	Telephones	182.38
21094	St. Paul Board of Water Commissioners	Water at City Hall & F.H. Park	279.90
21095	AT&T	Maint. Agreement on Phones & Install Paging System	129.32
21096	Suburban True Value Hardware	Various Supplies	15.47
21097	Browning-Ferris Industries	Waste Removal - City Hall & F.H. Park	26.82
21098	Target	General Supplies	11.90
21099	Janet Iverson	General Supplies	19,854.00
21100	Ramsey County Treasurer	November Policing	27.71
21101	Toll Company	Maint. & Repair of Equipment	16.00
21102	Kath Bros. Fuel Oil Co.	Motor Fuel	

CHECK NO.	ISSUED TO	REASON	AMOUNT
21103	American Linen Supply Co.	Linens	50.14
21104	Dick Larson	Oct. Building Inspections	300.00
21105	Fullers Radio	Maint. & Repair of Equipment	10.00
21106	T. A. Schifsky & Sons, Inc.	Bituminous	21.21
21107	S & S Tree Specialists	Removal of Digre Tree	585.00
21108	Maier, Stewart & Associates	Engineering - Arona Watermain & Hamline Alley	711.81
21109	Diane Simmons	Non-Resident Reimbursement	24.00
21110	Michael Clark	"	12.00
21111	Greyton Becker	"	6.50
21112	Margaret Barnum	"	24.00
21113	General Sports	Basketballs	29.50
21114	Coral Champer	Recreation Refund	18.00
21115	Jeanne De Martino	"	18.00
21116	Mary Weitzman	"	25.00
21117	State of Minnesota	Signs Manual	5.00
21118	Communications Center	Straps for Radio Cases	15.90
21119	Super Cycle	October Recycling	417.00
21120	Metropolitan Waste Control Commission	December Sewer Charge	27,496.01
		TOTAL	53,395.61

SINKING FUND
420 First Trust

Interest & Fees on 6/1/74 Park Bonds

700.00

Check Number	Employee Number	Employee Name	Pay Period	Pay Group	Pay Group Description	Check Amount	Check Date	Status
016076			0			0.00	13-Nov-87	VOID
016077			0			0.00	13-Nov-87	VOID
016078	000000002	Wiessner, Janet R.	21	01	semi-monthly	995.60	13-Nov-87	Outstanding
016079	000000006	Bianchi, David P.	21	01	semi-monthly	35.75	13-Nov-87	Outstanding
016080	000000007	Bianchi, Joseph D.	21	01	semi-monthly	45.25	13-Nov-87	Outstanding
016081	000000008	Brown, Raymond F.	21	01	semi-monthly	273.52	13-Nov-87	Outstanding
016082	000000011	Chenoweth, Shirley G.	21	01	semi-monthly	640.81	13-Nov-87	Outstanding
016083	000000018	Holmgren, John M.	21	01	semi-monthly	52.00	13-Nov-87	Outstanding
016084	000000020	Iverson, Terry D.	21	01	semi-monthly	831.96	13-Nov-87	Outstanding
016085	000000022	LeMay, Dennis G.	21	01	semi-monthly	148.95	13-Nov-87	Outstanding
016086	000000024	Lindig, Leo	21	01	semi-monthly	97.34	13-Nov-87	Outstanding
016087	000000027	Morgan, Jay M.	21	01	semi-monthly	593.95	13-Nov-87	Outstanding
016088	000000031	Rolek, Alan J.	21	01	semi-monthly	676.18	13-Nov-87	Outstanding
016089	000000033	Schauffert, Craig F.	21	01	semi-monthly	17.69	13-Nov-87	Outstanding
016090	000000036	Vainovskis, Victor	21	01	semi-monthly	21.50	13-Nov-87	Outstanding
016091	000000038	Wright, Vincent D.	21	01	semi-monthly	775.15	13-Nov-87	Outstanding
016092	000000041	Neumann, Kristine L.	21	01	semi-monthly	204.60	13-Nov-87	Outstanding
016093			0			0.00	13-Nov-87	VOID
016094	000000003	Baumann, Nicholas B.	11	02	monthly 1	418.97	13-Nov-87	Outstanding
016095	000000005	Berndt, Ross	11	02	monthly 1	121.36	13-Nov-87	Outstanding
016096	000000009	Bush, Patti J.	11	02	monthly 1	100.00	13-Nov-87	Outstanding
016097	000000013	Clarkin, Michael D.	11	02	monthly 1	91.42	13-Nov-87	Outstanding
016098	000000015	Dowdell, Ralph L.	11	02	monthly 1	53.16	13-Nov-87	Outstanding
016099	000000016	Fuller, James D.	11	02	monthly 1	103.75	13-Nov-87	Outstanding
016100	000000021	Kurhajetz, Clement M.	11	02	monthly 1	75.00	13-Nov-87	Outstanding
016101	000000023	LeMay, Douglas	11	02	monthly 1	1.82	13-Nov-87	Outstanding
016102	000000025	McDermond, Cindy K.	11	02	monthly 1	38.11	13-Nov-87	Outstanding
016103	000000026	McNabb, Gerald	11	02	monthly 1	98.00	13-Nov-87	Outstanding
016104	000000028	Dlson, Ernest D.	11	02	monthly 1	107.50	13-Nov-87	Outstanding
016105	000000029	Dlson, Joseph E.	11	02	monthly 1	118.25	13-Nov-87	Outstanding
016106	000000032	Schaefer, Richard A.	11	02	monthly 1	37.50	13-Nov-87	Outstanding
016107	000000034	Smida, Gail	11	02	monthly 1	116.00	13-Nov-87	Outstanding
016108	000000039	Morgan, Jay	11	02	monthly 1	130.25	13-Nov-87	Outstanding
016109	000000040	Kayser, Douglas	11	02	monthly 1	155.75	13-Nov-87	Outstanding
016110	000000044	Blanchard, Patricia M.	11	02	monthly 1	63.65	13-Nov-87	Outstanding
016111	000000045	Gilbert, Jerome J.	11	02	monthly 1	158.14	13-Nov-87	Outstanding
016112	000000046	Holmgren, John H.	11	02	monthly 1	136.25	13-Nov-87	Outstanding
016113	000000047	McNabb, Kevin	11	02	monthly 1	64.00	13-Nov-87	Outstanding

Grand Total

7,599.33

MINUTES

PARK AND RECREATION COMMISSION
October 12, 1987

Members Present: Bob Gehrz, Connie Lasser, Pat Bush, Paul Nelson, Leo Ohman, Tom Montain, Linda McLoon, Jan Wiessner, Clerk Administrator and Paul Ciernia, Council Liaison

Members Absent: Floyd Bedbury, Ardis Hutchins

1. Fall and Winter Program - Both programs were discussed. Some of the fall sessions are partially full--more information will be included in the Falcon Heights newsletter.
2. Guidelines for Park Commission - The Commission reviewed some of the "charters" of this Commission. The Commission may also review some of the new guidelines of the Planning Commission for comparison purposes.

3. Reimbursement of Non-Residency Fee

A question arose regarding the policy of this Commission if a Falcon Heights recreation program is filled and the participant wanted to go to Roseville for a similar offering. It was decided to pay the non-residency fee if the Falcon Heights program was filled and the child had applied during the enrollment period.

4. Grove Park

Rocks continue to be a problem in this park. One suggestion for the spring is to have kids volunteer to pick up the rocks, put down top soil, and then sod or plant grass seed. This park will be flooded and used for skating this winter.

5. Rink Attendants

Pat Bush will advertise for rink attendants in the Falcon Heights newsletter.

DATE OF ISSUE 11/04/87
TIME 0802

SHERIFFS RAMSEY COUNTY
INCIDENT REPORTING SYSTEM

PAGE NO 1
PROGRAM NO SHF03P4

REPORT BY INCIDENT WITHIN CITY FOR PERIOD FROM 10-01-87 TO 10-31-87

33 FALCON HEIGHTS

01 CRIMIAL HOMICIDE	0
02 FORCIBLE RAPE	0
03 ROBBERY	1
04 ASSAULT	0
05 BURGLARY-RESIDENCE	7
06 BURGLARY-NON RES	1
07 BURGLARY-ATTEMPTED	0
08 BURGLARY-POSSIBLE	0
09 THEFT-OVER \$50	10
10 THEFT-UNDER \$50	0
11 THEFT-ATTEMPTED	0
12 THEFT-POSSIBLE	0
13 AUTO THEFT-RECOVERED	0
14 AUTO THEFT-ATTEMPTED	2
15 AUTO THEFT-POSSIBLE	0
16 ARSON	0
17 FORGERY & C-FEITING	1
18 FRAUD	0
19 EMBEZZLEMENT	0
20 STOLEN PROPERTY-BUY	0
21 STOLEN PROPERTY-REC	0
22 ABDUCTION	0
23 VANDALISM	9
24 WEAPONS	0
25 PROSTITUTION & VICE	0
26 SEX OFFENSE	0
27 NARCOTIC DRUG LAWS	0
28 GAMBLING	0
29 OFFENSE-FAN & CLDRN	0
30 DRIVING UNDER INFLUE	0
31 LIQUOR LAWS	1
32 DISORDERLY CONDUCT	8
33 VAGRANCY	0
34 ALL OTHER OFFENSES	2
50 ACC-PROPERTY DAMAGE	11
51 ACC-PERSONAL INJURY	2
52 ACC-FATAL	0
53 STREET LIGHTS	0
54 ALARMS	9
55 ANIMALS (OTHERS)	0
56 ASSIST A CITIZEN	17

RAMSEY COUNTY
SHERIFFS INCIDENT REPORTING SYSTEM

REPORT BY INCIDENT WITHIN CITY FOR PERIOD FROM 10-01-87 TO 10-31-87

DATE OF ISSUE 11/04/87
TIME 0802

33 FALCON HEIGHTS	0
57 BOATING & SWIMMING	0
58 BREATHALYZER	0
59 DDA'S	3
60 DOB'S	1
61 DOG COMPLAINTS	0
62 DOMESTIC	14
63 EMERGENCY	2
64 FIRE	1
65 LOUD	2
66 MISSING PERSONS	1
67 PROWLER	3
68 RECOVERED PROPERTY	3
69 SEARCH WARRANTS	0
70 SNOWMOBILES	0
71 SUSPICIOUS COMPLAINT	18
72 TRAFFIC	17
73 MISCELLANEOUS	23
TOTAL	166



Maier Stewart & Associates Inc.

FILE 330-002

DATE November 3, 1987

Tom Baldwin, Mayor
City of Falcon Heights
2077 Larpentour Avenue West
Falcon Heights, Minnesota 55113

RE: Engineering Services

INVOICE No. 8733-09

PROJECT No. 330-002

FOR ENGINEERING SERVICES RENDERED: September 20 through October 24, 1987

<u>Employee</u>	<u>Hours</u>	<u>Cost</u>	<u>Totals</u>
<u>Job 330-002 - Arona Street Watermain Improvements</u>			
016 TERRY J. MAURER	1.00	18.50	
054 JANETTE L. WIESINGER	0.50	3.49	
058 KATHLEEN M. LYNCH	1.50	10.42	
Salary Cost			32.41
Overhead Factor @ 1.4500			46.99
JOB TOTAL THIS PERIOD			<u>79.40</u>
<u>Job 330-100 - FALCON HEIGHTS General Services</u>			
016 TERRY J. MAURER	2.50	46.25	
027 CLYDE F. CHASE	13.50	194.00	
054 JANETTE L. WIESINGER	1.00	6.98	
Salary Cost			247.23
913 Trav. Personal Truck		26.70	
Direct Expense			26.70
Overhead Factor @ 1.4500			358.48
JOB TOTAL THIS PERIOD			<u>632.41</u>
NOTE: 330-100 HamLine Alley - Staking, inspection and construction administration			
TOTAL AMOUNT DUE THIS INVOICE			<u>\$711.81</u> =====

PAGE No. Two
INVOICE No. 8733-09
PROJECT No. 330

I hereby certify this represents a true and complete picture of the charges for Engineering Services during the period in question, and as such, constitutes a claim against the City of Falcon Heights.


Terry J. Maurer, Vice President

CONSENT AGENDA
November 18, 1987

Corporate

Class A Leasing #1313
1583 North Hamline
Falcon Heights, MN 55108

Ciatti's Italian Restaurant #1314
1611 West Larpenteur
Falcon Heights, MN 55113

Cigarette

Ciatti's Italian Restaurant #559
1611 West Larpenteur
Falcon Heights, MN 55113

(Above Corporate and Cigarette Licenses are new licenses)

Consent _____

Meeting Date 11/18/87

Policy x _____

CITY OF FALCON HEIGHTS

Agenda Item: F(1)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Crime Prevention - Information Only

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Sgt. Sterling Hintz, Ramsey County's Crime Prevention Officer, will present a brief presentation on the crime rate in Falcon Heights and precautions that can be taken to prevent crime.

ACTION REQUESTED:

Consent _____

Meeting Date: 11/18/87

Policy x

CITY OF FALCON HEIGHTS

Agenda Item: F(2)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Request for Variance to Fire Code

SUBMITTED BY:

Mark Daniels, Harvest States Cooperatives

REVIEWED BY:

Terry Iverson
Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Harvest States Cooperatives was issued orders to comply with the Minnesota Fire Code by Falcon Heights Fire Marshal, Terry Iverson, in October, 1986 and again on September 24, 1987. They were given thirty (30) days to submit written plans for compliance. Harvest States has written an appeal and requested a variance.

Terry Iverson and Jan Wiessner will be meeting with representatives of Harvest States on Friday afternoon, November 13th. More information may be available before the Council meeting on November 18th.

ACTION REQUESTED:

6/29/87

**HARVEST
STATES**
COOPERATIVES

October 6,

HAND-DELIVERED

Mr. Terry D. Iverson
Falcon Heights Fire Marshall
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

Dear Mr. Iverson:

Harvest States Cooperatives has received your letter dated
September 24, 1987.

We are sending this letter to appeal and request a variance pursuant
to MSA Section 299F.011, Subd. 5. We believe that for many reasons,
including those set out in our letter to you dated October 31, 1986,
the safety of our occupants would not be jeopardized by a variance.
If we are not granted a variance, we will suffer undue hardship.

I would appreciate meeting with you to discuss this further, and
will call you next week to set up an appointment.

Very truly yours,

HARVEST STATES COOPERATIVES



Mark Daniels
Safety Director

MD/n11

6304A



CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE

FALCON HEIGHTS, MN 55113-5594

PHONE 612-644-6050

September 24, 1987

TO: Mark Daniels, Corporate Safety Director
Harvest States Coop., 1667 N. Snelling, Falcon Heights, MN 55113

FROM: Terry Iverson, Falcon Heights Fire Marshal

RE: Compliance with Current Minnesota Fire Code,
Harvest States basement area.

This letter is a follow up regarding written orders I issued October 13, 1986 for ~~basement access or sprinkler protection for your basement~~ which exceeds (1500) square feet in area. As you told me in 1986, this code compliance would be budgeted for in 1987. Therefore, I would like to receive a letter of intent describing your plans for compliance, within 30 days of receipt of this letter. If you have secured estimates or have a contractor retained, please include copies of those items.

You should be aware there is no option available to this situation, as this is a distinct hazard and violation of the Current Minnesota Uniform Fire Code. I have also enclosed copies of all previous correspondence including a copy of the ~~Falcon Heights fire compliance~~ which describes your right to appeal written orders.

Your cooperation is appreciated.

TDI/kn



Falcon Heights Fire-Rescue



FIRE STATION

2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

Falcon Heights Fire Department Time Compliance Current Minnesota Uniform Fire Code

1. Distinct Hazards - Immediate removal or repair of all hazards involved.
2. Normal Maintenance Items - housekeeping, fire extinguishers outdated, etc., 30 days compliance.
3. Major repairs or retro fitting of a building to comply with current Minnesota Fire Code.
 - a. Normal time compliance 90 days compliance.
 - b. Letters of Intent acceptable when undo hardships exist such as financial, back ordered parts, etc.
 - c. All appeals of rulings or decisions must be received; Attention Fire Marshal, City of Falcon Heights, 2077 W. Larpenteur, Falcon Heights, MN 55113.
 - d. Per Section 22, 16 B.985, Minnesota Statutes, all interested parties have the right to appeal any written orders within 10 days of the receipt of such orders.
4. Every order or time compliance shall set forth a time limit for compliance dependent upon the danger created by the violation.
5. Penalty for ignoring written orders or citations is determined by the State of Minnesota Ramsey County Municipal Court.

TDI/kn

HARVEST STATES

COOPERATIVES

October 31, ~~1978~~
Mr. Terry Iverson
Public Safety Director
City of Falcon Heights
2077 West Larpentour Ave
Falcon Heights, MN 55113

This letter is in response to your October 13th correspondence requesting that a sprinkler system be installed within the basement of the Harvest States office.

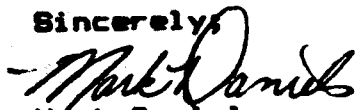
Please be advised that Harvest States is in the process of considering your request. Specifically internal meetings have taken place to discuss the possibilities. Further, estimates will be obtained to look at specific costs that we can evaluate cost vs benefits.

Depending on the actual costs of such a project it may prove difficult to demonstrate benefits when one considers the following:

- A. There are currently five exits located such that travel distance to a primary and secondary exits are minimal.
- B. Emergency evacuation routes have been established and posted throughout the building.
- C. A series of heat and smoke detectors have been provided throughout this office affording almost instant warning in case of fire emergency.
- D. Emergency lighting has been installed which provides for clear view in hallways throughout the basement.
- E. All flammable and combustible liquids were removed when our print shop was discontinued.

In any event I will continue to explore the possibilities from this end and keep you posted as to any decisions.

Sincerely,



Mark Daniels
Corporate Safety Director
Harvest States Cooperatives



City of Falcon Heights

2077 W. Larpentour Avenue
Falcon Heights, Minnesota 55113
Phone: 644-8080

CITY COUNCIL
MAYOR
TOM BALDWIN
COUNCIL MEMBERS
PAUL CIERNIA
STEPHEN HARD
PHILIP CHENOWETH
GERALD E. WALLIN
CLERK ADMINISTRATOR
DEWAN B. BARNES

October 13, 1986

Harvest States Cooperative
1667 North Snelling
Falcon Heights, MN 55108

Attention: Mark Daniels, Safety Director

Gentlemen:

In re: Basement Access or Sprinkler Protection in basements exceeding
over 1,500 square feet in area

The current Minnesota Uniform Fire Code requires either basement access
or a approved sprinkler system to eliminate this hazardous condition.
Please see attached copy of an excerpt of the current Minnesota Uniform
Fire Code.

Please respond in writing within thirty (30) days regarding this
hazardous situation.

Sincerely,

Terry D. Iverson
Public Safety Director

TDI:kjz

Home of the Minnesota State Fair and the U of M Institute of Agriculture

Consent _____

Meeting Date: 11/18/87

Policy x

CITY OF FALCON HEIGHTS

Agenda Item: F(3)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Roc-A-Fellas (Deferred from last meeting.)

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

A meeting was held with Dan Dahlin (Vice President of Dahlco), Jennifer (Roc-A-Fellas Manager), and Ty Peterson (Rock-A-Fellas Night Manager). Mr. Dahlin has indicated that while no one has lost their job over the October 31st incident, they have been warned of the consequences of another incident.

If another incident occurs or if they do not comply with the conditions, I would recommend that the Council discuss setting a public hearing re: the revocation of their conditional use permit. (See attached letter to Mr. Dahlin.)

Jerry Filla reviewed our City's code and is of the opinion that rather than through criminal prosecution our best recourse is through civil action relating to the non-performance of the conditional specified at the time a conditional use permit was issued. Technically the council could initiate conditional use permit revocation procedures immediately since they have violated the conditions. However, due to the change in ownership, I feel we have an obligation to give them sufficient notice of the conditions and our expectations for compliance.

ACTION REQUESTED:

6/29/87



CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE

FALCON HEIGHTS, MN 55113-5594

PHONE 612-644-5050

November 13, 1987

Mr. Dan Dahlin
Roc-A-Fellas
Dahlco Music & Vending Company
119 State Street
St. Paul, MN 55107

Dear Dan,

To follow up on our November 10th meeting, I'd like to reiterate the city's concerns about the continuing problems requiring police intervention at or near Roc-A-Fellas and especially the most recent incident which occurred on October 31, 1987 involving your night manager, Ty Peterson.

At the time the original owner received a conditional use permit to operate an amusement arcade in Falcon Heights, the City Council required that several conditions be met before allowing the permit. When you purchased the establishment, your attorney agreed to the identical conditions.

In case there is any confusion about what those conditions were, I've enclosed a copy of a letter dated January 9, 1978 from Mr. Rutzick, and the Employee and House Rules which were approved by the Planning Commission and City Council as conditions of the conditional use permit.

At the time of initial approval, the City Council felt strongly about the following conditions:

1. the number and type of machines allowed,
2. the remodeling to be completed,
3. the hours of operation,
4. the staffing level,
5. additional security to be provided,
6. specific house rules, and
7. specific employee rules.

These conditions are only subject to change with City Council approval.

The City has approved several changes including the number and type of games allowed, the sale of food, cigarettes and non-intoxicating malt liquor, and an extension of week-end hours to 1:00 A.M. However, it appears that other

Mr. Dan Dahlin
November 13, 1987
Page 2

changes have been made without city approval--most disturbingly the decreased staffing level and lack of off-duty policemen.

I realize that you "inherited" many of the problems. However, as I mentioned, the City Council and residents have about reached the end of their patience.

To remedy the existing situation, a response from you is required stating your intention to comply with the original conditions and a reasonable timeline (60 days) for this compliance. Please submit this response to me in writing within thirty (30) days. Failure to comply will result in the Council's consideration of setting a public hearing to revoke the conditional use permit for an amusement arcade at Roc-A-Fellas. Furthermore, any new flagrant violations such as occurred on October 31 will likely result in immediate initiation of revocation proceedings.

The City Council has requested an update at their meeting on November 18th at 7:00 P.M. You are welcome to attend. Thanks for your cooperation, Dan.

Sincerely,

Janet R. Wiessner
Clerk Administrator

JRW:kjz

cc: City Council
Tim Marx
Jerry Filla
Deputy Larry Janke
Commander Jerry Bergeron

Consent _____

Meeting Date: 11/18/8

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F(4)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Parking on Cleveland Avenue

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Since the last meeting we have received the attached correspondence from Morrie Mitteness at the University of Minnesota requesting that Cleveland be posted as a no parking area. The Sheriff's Department will be making a recommendation before Wednesday. It is my understanding that the University of Minnesota has made arrangements with Gibbs Farm for parking.

ACTION REQUESTED:

East side

Request Ramsey County to post both sides of Cleveland Avenue, from Larpenteur to Roselawn, as a "No Parking" area.



UNIVERSITY OF MINNESOTA
TWIN CITIES

Physical Plant Grounds Maintenance
2 Oak Street S.E.
Minneapolis, Minnesota 55455

DATE: November 5, 1987

TO: Janet Wiessner
Administrator, Falcon Heights

FROM: Morris A. Mitteness *Morris A. Mitteness*
Farm & Grounds Superintendent, U of M

SUBJECT: Parking of Vehicles on Cleveland Avenue

I would appreciate any help you can give me to restrict parking of vehicles on the East side of Cleveland Avenue North of Larpenteur in Falcon Heights.

The location of these vehicles makes the maintenance of the ditch next to our field plate impossible to maintain. The mowing of the grass in the roadside ditches can not be accomplished if this area is continued to be used as a parking lot.

Thank you.

MAM:pab

Consent _____

Meeting Date: 11/18/87

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F(5)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Consider Cancelling December 23rd Meeting

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

At a previous Council meeting the possibility of cancelling the last meeting in December was discussed. Cancelling the Christmas Week meeting has been the practice in the past few years.

ACTION REQUESTED:

Consent _____

Meeting Date: 11/18

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F(6)

REQUEST FOR COUNCIL CONSIDERATION

<u>ITEM DESCRIPTION:</u> Emergency Lighting for City Hall
<u>SUBMITTED BY:</u> Al Rolek
<u>REVIEWED BY:</u> Jan Wiessner Al Rolek
<u>EXPLANATION/SUMMARY</u> (attach additional sheets as necessary): An OSHA inspection has revealed the requirement that emergency lighting systems be installed in the basement and stairway areas (See attachment). There has been additional input that wiring be installed to permit the operation of necessary lights and equipment using our new generator in the event of a power outage emergency at the City Hall, Fire Station, Public Works Building due to tornado, explosion, etc. Two quotes for this wiring are also attached. These quotes were obtained on request from Terry Iverson and Vince Wright as a part of our Civil Defense preparedness. There is also an additional quote from Collins Electrical Construction for the OSHA required lighting and wiring in the Emergency Operations Center. The quotes obtained from Collins have been adjusted to reflect increases in labor costs since the date of the original quotes. \$ 525.00 EOC and Emergency Lighting <u>\$ 2,325.00</u> Wiring \$ 2,850.00 Total <u>RECOMMENDATION:</u> Recommend that we do install the emergency lighting and wiring as requested by Terry and Vince and accept the bids from Collins Electrical Construction Co. as they are the low bidder. Since this item has not been budgeted in 1987 or 1988 budgets, we recommend using \$ 1,850 from the Municipal Buildings budget and \$ 1,000 from the Contingency budget for 1987.

MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY

444 Lafayette Road
Saint Paul
Minnesota 55101
Telephone:
612/296-6107

Vincent



March 6, 1987

Mr. Dewan Barnes
Consulting Clerk/Administrator
City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, MN 55113

Dear Mr. Barnes:

The attached report summarizes the findings of the safety consultation for the City of Falcon Heights facilities conducted by Dick Schilling on February 27, 1987, per your request.

Seven "Nonserious" hazards were identified during this consultation.

Thank you for your voluntary attention to this safety matter, Mr. Barnes. If you wish to discuss the findings of the report or desire additional assistance, please contact Dick Schilling at (612)297-2527.

Sincerely,

DEPARTMENT OF LABOR AND INDUSTRY

Ivan W. Russell


Ivan W. Russell, Director
Occupational Safety and Health Division

IWR:cmg

4. A clear space of at least 30 inches was not maintained in front of the main electrical service.
1910.303(g)(1)(i)
5. There were five non-approved gasoline containers used for fueling powered equipment. Containers of flammable liquids must be approved safety cans or containers.
1910.106(d)(2)(i)
6. The John Deer tractor, model 20-40, had a cracked windshield which must be replaced.
Minn. Rules 5205.0750 Supb. 2 (1983)
1926.601(b)(5)
7. An emergency light system must be provided in the stairwell to the basement storage room and also the basement storage room.
Minn. Rules 5205.0140 (1983)

OK
budget for '86 (1 can)
W. check on cost
F.I. '88 Budget

We are pleased to have had this opportunity to be of service and commend this effort to voluntarily comply with OSHA standards, rules and regulations, and general safety practices.


Richard D. Schilling, Training Officer
Occupational Safety and Health Division

cmg

SUMMARY OF RECOMMENDATIONS

Report Date: March 6, 1987

The survey of the City of Falcon Heights facilities on February 27, 1987, resulted in the findings and recommendations listed below.

Although it is not necessary to notify this office that "Nonserious" hazards have been corrected, ~~there is a legal obligation by law to comply with the referenced standards.~~

We believe we have performed a thorough survey of the operations and area requested. However, in accordance with existing regulations, the advice of the consultant and the consultant's written report will not be binding on OSHA in a subsequent enforcement inspection. No guarantee is expressed or implied that all hazards have been identified or that future OSHA inspections will not result in citations with or without proposed penalties. ~~The employer remains responsible for selecting and carrying out appropriate correction methods, and is not limited to alternatives discussed with the consultant at the closing conference.~~

Timely action to correct hazards should be taken to reduce injuries and minimize the costs and negative effects of accidents in your workplace.

NONSERIOUS

- OK 1. The following doors were not marked as "NOT AN EXIT" and could be mistaken as such:
 - (a) The door out of City Hall to the fire department garage;²
 - (b) The door from the kitchen area to the council chambers;¹
and
 - (c) The door from the kitchen area to public works.
1910.37(q)(2)
- OK 2. The doorway from the kitchen to the exit was not mark as "EXIT".
1910.37(q)(1)
3. A six foot step ladder, available for use in the maintenance area, cracks in the side rail. It must be tagged out of service until repaired or replaced.
1910.25(d)(1)(x)

Collins

ELECTRICAL CONSTRUCTION CO.

INSTALLATION • Industrial • Residential • Commercial

278 STATE STREET ST. PAUL, MINNESOTA 55107 PHONE 612-224-2833

June 9, 1987

City of Falcon Heights
2077 West Larpentour Ave
Falcon Heights, MN 55113

Attn: Al Rolek

Re: Additions for emergency power

Gentlemen:

We are pleased to quote on the above referenced project as follows:

1. Furnish and install (2) twin head battery paks. One in the basement stairway and one in the basement.
2. Provide circuit from new emergency panel for basement lights.

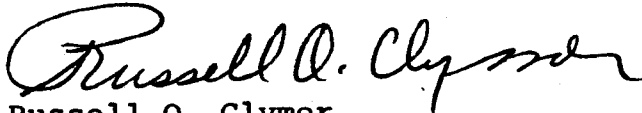
The above for the sum of FIVE HUNDRED FIFTEEN DOLLARS (\$515.00).

We hope this meets with your approval and if further information is required, please feel free to call.

+10.00 PER RUSS CLYMER 11/2/87
\$525.00

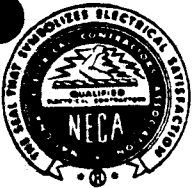
Very truly yours,

COLLINS ELECTRICAL CONSTRUCTION COMPANY



Russell O. Clymer
Executive Vice President

ROC/mf



IDEAL ELECTRIC COMPANY

2275 McKnight Road No.
No. St. Paul, MN 55109

(612) 770-5676

December 4, 1986

City of Falcon Heights
2077 Larpenteur Avenue
Falcon Heights, Minn. 55113

Attn: Mr. Vincent Wright

Re: Provide Emergency Lighting
and Circuiting for Generator

Mr. Wright:

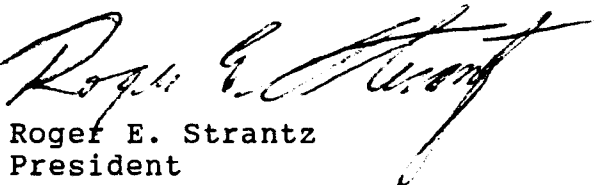
Asper your request, we propose to do the following electrical work for the sum of Two Thousand Eight Hundred Sixty Dollars (\$2,860.00).

1. Provide and install in garage next to existing panel, one 100 Amp. manual transfer switch, one load center panel and one 60 Amp. plug on outside of building to match generator cord.
2. Administration office-Provide emergency power to one lighting circuit, telephone equipment circuit and to heating equipment on roof.
3. Fire Department - Provide emergency power to three lighting circuits, heating equipment and telephone equipment circuit.
4. Utilities Department - Provide emergency power to one lighting circuit and heating equipment circuit.

All circuits are located at existing panels and shall be wired back to new emergency power panel.

If further information is needed please call.

Sincerely;
Ideal Electric Company



Roger E. Strantz
President

Collins

ELECTRICAL CONSTRUCTION CO.

INSTALLATION • Industrial • Residential • Commercial

278 STATE STREET ST. PAUL, MINNESOTA 55107 PHONE 612-224-2833

January 21, 1987

City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, MN 55113

Attention: Al Rolek

Re: Emergency Power

Gentlemen:

We are pleased to quote on the above referenced project as follows:

1. Furnish and install the following:
 - 60 amp, three phase, 240 volt non-fused manual transfer switch.
 - 12 circuit, three phase breaker panel.
 - 60 amp, weather proof receptacle to match generator cord cap.
 - Conduit and wiring.
2. Provide circuiting from emergency panel for three phase roof top unit.

Office Area: (1) lighting circuit.
(1) receptacle circuit.
Bathroom lights.
Telephone equipment.

Public Works: (1) lighting circuit.
(1) Co-Ray vac circuit.

Fire Hall: (3) lighting circuits.
Telephone equipment.
(1) Co-Ray vac circuit.

3. We will obtain and pay for electric permit.

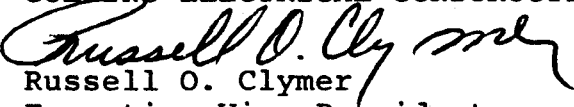
The above for the sum of TWO THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS (\$2,275.00). + 50.00 = \$2,325.00 PER RUSSELL CLYMER 11/12/82

No generator modifications are included in the above price.

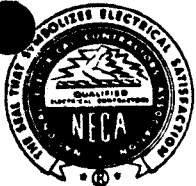
We hope this meets with your approval and if further information is required, please feel free to call.

Very truly yours,

COLLINS ELECTRICAL CONSTRUCTION CO.


Russell O. Clymer
Executive Vice President

ROC/bes



Collins

ELECTRICAL CONSTRUCTION CO.

INSTALLATION • Industrial • Residential • Commercial

278 STATE STREET ST. PAUL, MINNESOTA 55107 PHONE 612-224-2833

January 21, 1987

City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, MN 55113

Attention: Al Rolek

Re: Emergency Power

Gentlemen:

We are pleased to quote on the above referenced project as follows:

1. Furnish and install the following:

60 amp, three phase, 240 volt non-fused manual transfer switch.
12 circuit, three phase breaker panel.
60 amp, weather proof receptacle to match generator cord cap.
Conduit and wiring.

2. Provide circuiting from emergency panel for three phase roof top unit.

Office Area: (1) lighting circuit.
(1) receptacle circuit.
Bathroom lights.
Telephone equipment.

Public Works: (1) lighting circuit.
(1) Co-Ray vac circuit.

Fire Hall: (3) lighting circuits.
Telephone equipment.
(1) Co-Ray vac circuit.

3. We will obtain and pay for electric permit.

The above for the sum of TWO THOUSAND TWO HUNDRED SEVENTY-FIVE DOLLARS (\$2,275.00).

No generator modifications are included in the above price.

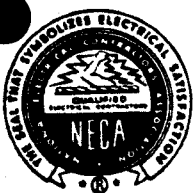
We hope this meets with your approval and if further information is required, please feel free to call.

Very truly yours,

COLLINS ELECTRICAL CONSTRUCTION CO.

Russell O. Clymer
Executive Vice President

ROC/bes



Consent _____

Policy x

** need to bring in more complete policy*

Meeting Date: 11/18

Agenda Item: F(7)

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Part Time employee compensation and payroll practices
SUBMITTED BY: Al Rolek
REVIEWED BY: Jan Wiessner Al Rolek
<p>EXPLANATION/SUMMARY (attach additional sheets as necessary):</p> <p>At present and in the past we have handled many of our part time employees, ie: Kitty, park and rec., summer employees, etc., as contractors, paying them from vouchers and letting them be responsible for their own tax withholding. We also have been paying overtime on the same basis. Other part time employees such as Pat Bush and some seasonal employees have been handled as regular employees with the city withholding as required by law.</p> <p>By law, a contractor is defined as a person who sets his own hours and uses his own tools and materials to perform their duties. The only people that this would apply to at present would be our inspectors.</p> <p>It is requested that a policy be adopted that would standardize the way part time employees are handled, how they are paid, to which benefits they would be entitled, and bring them more into line with the above definition of part time or contractual employees.</p> <p>Attached is a sample policy we feel may serve as a standard for part time and contractual employees. We invite your ideas and comments.</p>
<p>RECOMMENDATION:</p> <p><i>* do PT employees at RC get health benefits</i></p> <p><i>* next meeting</i></p>

11/13/87

For purposes of this policy, the categories of part time employees will be defined as follows:

Permanent Part Time - Employees retained on a permanent basis who work less than 32 hours per week.

Temporary or Seasonal Employees - Employees who are hired to fill a position, full or part time, which is of a seasonal or temporary nature i.e. rink attendant, summer employee, etc.

Contractual Employees - ^{Persons} Employees who determine their own hours of operation and/or use their own vehicles, tools, etc. to perform their duties.

1. PAYMENT - All part time employees, other than contractual employees, will be paid on the payroll, along with all other employees, on the 15th and the end of the month. Time sheets will be kept by all part time employees and submitted at least two days prior to pay days. Contractual employees will be paid on a voucher as pre-arranged by their contracts.
2. WITHHOLDING AND REPORTING - The City shall withhold and report taxes for all part time employees, other than contractual employees, and a statement W-2 will be issued to each employee by January 31st. Contractual employees will be responsible for their own withholding and reporting. A form 1099 will be issued to ~~contractual employees~~ ^{independent contractors} by February 28th.
3. BENEFITS - Permanent part time employees working more than 20 hours per week shall be entitled to proportional sick leave and vacation benefits on the following scale:

- 20-29 hours per week - 1/2 benefit
- 30-32 hours per week - 3/4 benefit
- over 32 hours - full benefit

Seasonal or temporary employees and contractual employees shall not be eligible for such benefits. FICA and PERA shall be added as employees reach the thresholds which are outlined by PERA.

4. LEGAL HOLIDAYS - permanent part time employees working more than 20 hours per week shall be entitled to holiday pay in the same proportion as outlined in paragraph 3. Seasonal or Temporary employees and contract employees shall not be eligible for such benefit.

Other benefits as may be added.

*Shared Employees - another category needed
 WORKERS Comp. (?)
 hours averaged over past _____ months
 his employment agreement should spec. # hours

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Schedule interviews with law firms.

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

¹³
~~Twelve~~ proposals have been received from the 18 law firms who received RFP's. All ~~12~~ seem to be very well qualified.

¹³
I suggest the Council schedule a time to interview five law firms (15 minutes each) either the last week in November or the first week in December. A list of recommended firms and copies of their proposals will be available before the Council meeting on November 18th so modifications can be made.

Also, please review the attached list of questions for the interviews. This list can be revised prior to the interviews.

ACTION REQUESTED:

Schedule 1-1/2 hour meeting time for interviews with law firms.

<p><i>2 hour</i></p> <p><i>* Dec. 1 - Tues. 7-9</i></p> <p><i>8 - Tues. 7-9</i></p> <p><i>5 diff</i></p> <p><i>diff met on</i></p>	<p>7:00 Briggs and Morgan</p> <p>7:30 Kalina and Wills</p> <p>8:00 Wurst, Pearson...</p> <p>8:30 Hawn, Hicken</p>
--	---

SUGGESTED QUESTIONS FOR CITY ATTORNEY INTERVIEW

1. We have had an opportunity to review your written proposal to provide legal services; however, we would like to begin by asking you to describe to us personally the background of your firm and how it may generally be prepared to serve us as our City Attorney.

If not included in the answer to the question above, what cities do you currently serve as City Attorney?

2. Which attorney in your firm would serve as City Attorney and who would serve as a back-up individual in the event of that attorney's absence or unavailability? What experience have they had in municipal law, and how long could we expect them to be with us?
3. What is the specific experience of your firm in providing legal services required for redevelopment projects?
4. How would your firm propose to handle communications between the City Attorney and the Mayor and City Council? How would communications be handled between the City Attorney and the City staff?
5. Are you aware of any conflicts of interest between the City and any of your existing clients? If so, please describe.
6. The City is considering acquiring legal services on a retainer and an hourly rate basis. Would you please describe what services you believe would best be provided on a fixed retainer. What is your preference?
7. What specific skills or qualities do you feel your firm may offer to the City beyond those generally available from other law firms?

Specific Questions re: Prosecution

8. Please describe your firm's approach to prosecution, i.e. how do you determine whether to plea bargain?
9. Who would be the primary city prosecutor, who would serve as a back-up and what experience have they had in municipal prosecution?

Consent _____

Meeting Date: 11/18/87

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F(9)

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Stratford Office Park Project

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

A meeting has been scheduled for Tuesday, November 17th with representatives of Stratford Development Corporation and our respective legal consultants regarding Stratford's violation of the Development Agreement. They have also requested an amendment to the Development Agreement. (See attached correspondence from Tim Marx.)

ACTION REQUESTED:

Action may be recommended following the meeting on November 17, 1987.

LAW OFFICES
BRIGGS AND MORGAN
PROFESSIONAL ASSOCIATION

2200 FIRST NATIONAL BANK BUILDING

SAINT PAUL, MINNESOTA 55101

TELEPHONE (612) 291-1215

TELECOPIER (612) 222-4071

INCLUDING THE FORMER FIRM OF
LEVITT, PALMER, BOWEN, ROTMAN & SHARE

November 4, 1987

MATTHEW J. LEVITT
COLE ORHLE
ROBERT M. BOWEN
FRANK HAMMOND
WARD J. KEYES
MARTIN G. SHANE
WILLIAM E. SWANSON
M. J. GALVIN, JR.
DAVID C. FORSBERG
JOHN J. MCNEELY
MCNEIL V. SETMOUR, JR.
JERRY F. ROTMAN
TERENCE N. DOYLE
RICHARD H. KYLE
JOHN L. DEVNEY
RONALD L. SORENSON
PETER H. SEED
SAMUEL L. HANSON
RONALD E. ORCHARD
JOHN TROYER
STEPHEN WICKICK
AVRON L. GORDON
JOHN R. KENYON
THOMAS A. LARSON
DAVID J. SPENCER
DANIEL J. COLE, JR.

DOUGLAS L. SEOR
MICHAEL H. JERONIMUS
E. SCOTT DAVIES
J. PATRICK McDAVITT
JOHN B. VAN DE NORTH, JR.
RICHARD G. MARE
ANDREW C. SELDEN
ANDREW C. BECKER
JEFFREY J. KEYES
JAMES E. NELSON
JEROME A. GRIS
STEVE A. BRAND
JOEL H. GOTTSMAN
ALAN H. MACLIN
JEFFREY F. SHAW
MATTHEW L. LEVITT
DAVID G. GREENING
DAVID B. SAND
DANIEL M. COUGHLAN
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ANN HUNTRODS
ELIZABETH J. ANDREWS
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M. BRIGID McDONOUGH
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KRISTIN S. MELBY
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VINCENT A. THOMAS

OF COUNSEL
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RICHARD E. KYLE
JOHN M. PALMER
SAMUEL H. MORGAN
FRANK N. GRAHAM
A. LAURENCE DAVIS
CLARENCE G. FRANK
JOHN M. SULLIVAN

Ms. Janet R. Wiessner
Clerk - Administrator
City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, Minnesota 55113

Re: Stratford Investment Office
Park Condominium Project

Dear Jan:

As we discussed, the purpose of this letter is to briefly inform you of the provisions of the Development Agreement (~~as~~ revised on March 7, 1986) between Falcon Heights and Stratford Investments, Ltd. for the office condominium project. As I understand it, Stratford is behind in its construction schedule and you would like some advice in how to proceed.

Section 4.3 of the Development Agreement sets forth the construction schedule for the office buildings. This section provides, in relevant part:

The first stage (the first of the two-story buildings) shall commence by May 15, 1986, or on such other date as the parties shall mutually agree in writing; additional intermediate stages shall commence no later than the following schedule: the second of the two buildings, by September 1, 1986; one two-story building and one one-story building,

2200 FIRST NATIONAL BANK BUILDING
SAINT PAUL, MINNESOTA 55101
(612) 291-1215

9400 IDS CENTER
MINNEAPOLIS, MINNESOTA 55402
(612) 339-0661

Ms. Janet R. Wiessner
November 4, 1987
Page Two

*How big are the
last 2 bldgs?*

by September 1, 1987; the last stage (the final two buildings) shall commence by September 1, 1988, or on such other date as the parties mutually agree in writing. Subject to Unavoidable Delays, the Developer shall have substantially completed the construction of all Minimum Improvements by January 2, 1989.

As I understand it, the first two buildings have been completed, but construction has not begun on the one two-story building and the one one-story building that was to have occurred by September 1, 1987. Section 4.3 of the Development Agreement excuses the Developer from satisfying these construction deadlines if there are "Unavoidable Delays." The Development Agreement defines "Unavoidable Delays" as circumstances "outside the control of the party claiming its occurrence" such as strikes, bad weather, fire, and similar occurrences. We should determine whether Stratford claims that an Unavoidable Delay is the cause of its not satisfying the construction schedule.

Assuming that there is no Unavoidable Delay under the Development Agreement, Stratford is technically in default under the Development Agreement. Section 10.2 of the Development Agreement requires that the City provide to Stratford and the holder of any mortgage **thirty days' notice of the default**. If the default is not cured within that thirty days or if the City does not receive assurances that the default will be cured as soon as reasonably possible, the City may exercise certain remedies. These remedies include the following:

*? What
performance
does this refer to?*

1. The City may **suspend its performance** under the Development Agreement.

2. The City may **withhold any Certificate of Completion** to be provided under the Development Agreement.

3. The City may **draw upon the Guaranty** provided to the City under the Development Agreement. Under Section 7.4 of the Development Agreement, the Developer may be **required to pay up to 25 percent of any tax increment shortfall in order to meet debt service requirements on the Tax Increment Bonds**. This Guaranty cannot be called upon, however, unless such a tax increment shortfall is experienced.

↓

Ms. Janet R. Wiessner
November 4, 1987
Page Three

4. With respect to property for which there is not a Certificate of Completion, the City may take back property granted to the Developer subject to any first mortgage on the property. Although I have not seen it, I assume there is a first mortgage on the property, and therefore this may not be a particularly useful remedy for the City to exercise.

what does this mean?

5. The City may also take other legal action as may be appropriate to enforce the provisions of the Development Agreement.

such as?

You should also note that the City and Stratford entered into an Assessment Agreement dated March 11, 1986 under which it was agreed that the market value for the entire project by December 31, 1988 would be \$3,544,900. This minimum market value, however, was to be phased in as the various buildings were completed. Therefore, if all of the buildings are not constructed as agreed, there will be less tax base from which tax increments may be generated. Depending upon the financial status of the tax increment district, the failure to construct the buildings as agreed could affect the ability of the tax increment district to generate enough increments to pay debt service payment on the Bonds. If tax increments are insufficient to pay debt service on the Bonds, the City may be able to rely on the Developer's guarantee to pay 25 percent of the debt service. (Before drawing on the Guaranty, however, certain issues relating to the tax-exempt status of the Bonds will have to be considered.) Since the Bonds are general obligations of the City, however, the ultimate guarantor of the Bonds is the City. A complete financial analysis of the tax increment district would have to be performed to determine the risk that a general tax levy would be necessary to pay debt service.

25% of what? or debt service

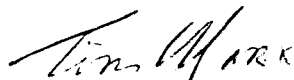
As you know, Stratford is requesting an amendment to the Development Agreement to facilitate closing on the first two buildings. The intent of the amendment is to make clear each individual condominium owner is responsible only for its proportionate share of the tax increment guaranty acquired under the Development Agreement. While this request appears reasonable, I will want to review closely the proposed amendment (see attached). In addition, as we have discussed, it may be appropriate to discuss this amendment with Stratford in the context of how the overall project is proceeding.

BRIGGS AND MORGAN

Ms. Janet R. Wiessner
November 4, 1987
Page Four

I have alerted Timothy Welch, the attorney for Stratford, of the City's general concerns about the Project. Perhaps it would be appropriate for representatives of the City to meet with representatives of Stratford to discuss these matters. After you have had a chance to review these materials, let me know if you would like me to arrange a meeting with Stratford through Mr. Welch. In the meantime, I am available to answer any questions that you may have.

Very truly yours,



Timothy E. Marx

TEM/sjc

IV:009

Enclosures

cc: John B. Van de North, Jr.
Tony Stemberger

- \$ 1.5 mill - Bldg
- .4 City → purchase land
- 4 Mills → Tax Exempt Bonds
have to be used w/in 3 years

1.6 Mills 1st 2 Bldgs

1.8 next 2 Bldgs

3.4

Appr. Value

950

1.1 mill

400 44,000 by

last 2 Bldgs will be using Com. Financing

Other Cities use other methods of protection
• large letters of credit

#3 Conditions