



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

MINUTES  
January 14, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL:           LINDSTROM \_\_X\_\_ HARRIS \_\_X\_\_ KUETTEL -ABSENT  
                          LONG \_\_X\_\_ MERCER-TAYLOR \_\_X\_\_  
                          MILLER \_\_X\_\_
- C. PRESENTATIONS: NONE
- D. APPROVAL OF MINUTES: December 10, 2008 APPROVED
- E. PUBLIC HEARINGS: NONE
- F. CONSENT AGENDA: ALL ITEMS APPROVED; HARRIS MOVED APPROVAL 4-0
1. General Disbursements through 1/8/09: \$273,530.31  
Payroll through 12/30/08: \$31,764.36
  2. Designation of official newspaper for 2009
  3. City License Renewals
  4. Resolution designating official depositories for 2009
  5. Council liaison assignments
  6. Review of Elected Official Out-of-State Travel Policy
  7. Appointment of City Engineer
  8. Appointment of Prosecuting Attorney
  9. Appointment of City Auditor
  10. Accept Resignation of Deputy Clerk/Assistant City Administrator  
Stacey Kreuser
  11. Review and adopt Council standing rules
  12. Designation of 2009 Acting Mayor
  13. City Administrator Performance Review
  14. Appointment of new firefighter, Rich Hinrichs
  15. Approval of DNR Urban Forest Grant
  16. Commission Appointments
- G. POLICY AGENDA:
1. Recreation Program Refund Policy -LONG MOVED APPROVAL; 4-0
  2. Agreement between the City of Falcon Heights and the City of Lauderdale  
Regarding program fee charges - MERCER-TAYLOR MOVED APPROVAL; 4-0
  3. Salary Adjustment/Recognition of Additional Duties for Lisa Abernathy- LONG MOVED  
APPROVAL; 4-0
  4. Joint Powers Agreement with the City of Little Canada for the Purchase

- of a Streetsweeper- HARRIS MOVED APPROVAL; 4-0
5. Delay of 2009 Cost of Living Adjustments for City Employees- MERCER-TAYLOR  
MOVED APPROVAL; 4-0

H. INFORMATION/ANNOUNCEMENTS:

I. COMMUNITY FORUM: FRANK MEAH, 1597 HOLLYWOOD COURT SPOKE REGARDING  
A POTENTIAL HUMAN RIGHTS VIOLATION AT THE BP GAS STATION AND  
COMMISSION SELECTION PROCEDURES.

J. ADJOURNMENT: MEETING ADJOURNED AT 8:10PM.

**ITEM:**                   **General Disbursements and Payroll**

**SUBMITTED BY:**   **Roland Olson, Finance Director**

**REVIEWED BY:**     **Justin Miller, City Administrator**

**EXPLANATION:**

General Disbursements through 1/22/09: \$29,703.37

Payroll through 1/15/09: \$20,056.96

**ATTACHMENTS:**

General disbursements and payroll

**ACTION REQUESTED:**

Approval

PACKET: 00280 JAN 23 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
=====						
01-00250		AMERIPRIDE LINEN&APPAREL				
I-100000071271		LINEN CLEANING	35.35			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	35.35
=== VENDOR TOTALS ===			35.35			
=====						
01-05072		BRANCH AND BOUGH TREE SERVICE				
I-200901221602		2008 END YEAR FORESTRY CONSUL	675.00			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		2008 END YEAR FORESTRY CONSULT		101 20200-000	ACCOUNTS PAYABLE	675.00
=== VENDOR TOTALS ===			675.00			
=====						
01-03001		CAMPBELL KNUTSON				
I-200901221601		DEC/08 LEGALS	250.75			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		DEC/08 LEGALS		101 4114-80200-000	LEGAL FEES	250.75
=== VENDOR TOTALS ===			250.75			
=====						
01-03123		CINTAS CORPORATION #470				
I-470218515		RUG SVC	21.35			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		RUG SVC		101 4131-87010-000	CITY HALL MAINTENANCE	21.35
I-470222159		RUG SVC	39.15			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		RUG SVC		101 4131-87010-000	CITY HALL MAINTENANCE	39.15
I-470225743		RUG SVC	29.58			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		RUG SVC		101 4131-87010-000	CITY HALL MAINTENANCE	29.58
=== VENDOR TOTALS ===			90.08			
=====						
01-06290		CITY OF ROSEVILLE				
I-9333		OCT 15 TO DEC 15 TELEPHONE	853.35			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		OCT 15 TO DEC 15 TELEPHONE		101 20200-000	ACCOUNTS PAYABLE	853.35
=== VENDOR TOTALS ===			853.35			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03122		CITY OF ST PAUL				
I-108395		DEC/08 FUEL	759.90			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		DEC/08 FUEL		601 20200-000	ACCOUNTS PAYABLE	759.90
I-108413		FUEL	76.82			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	76.82
		=== VENDOR TOTALS ===	836.72			
=====						
01-04000		EHLERS AND ASSOCIATES				
I-338727		CALCULATE DEVELOPER PYMTS	231.25			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		CALCULATE DEVELOPER PYMTS		414 20200-000	ACCOUNTS PAYABLE	231.25
		=== VENDOR TOTALS ===	231.25			
=====						
01-04084		FIRE EQUIPMENT SPECIALTIES				
I-6036		FIRE GLOVES	360.12			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		FIRE GLOVES		101 4124-77000-000	CLOTHING	360.12
		=== VENDOR TOTALS ===	360.12			
=====						
01-05166		GRAINGER, W. W., INC.				
I-9814323128		HAND SOAP FOR BATHROOMS	36.74			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		HAND SOAP FOR BATHROOMS		101 4131-70110-000	SUPPLIES	36.74
		=== VENDOR TOTALS ===	36.74			
=====						
01-05117		GREATER METROPOLITAN HOUSING C				
I-200901221596		2009 COOPERATIVE SVC	2,000.00			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		2009 COOPERATIVE SVC		101 4111-86500-000	COOPERATIVE SERVICE	2,000.00
		=== VENDOR TOTALS ===	2,000.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05137		HEALTHPARTNERS MEDICAL GP				
I-300004138		HEP B VACINATION- FIRE FIGHTE	63.00			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		HEP B VACINATION- FIRE FIGHTER		101 20200-000	ACCOUNTS PAYABLE	63.00
		=== VENDOR TOTALS ===	63.00			
=====						
01-05054		DEBORAH JONES				
I-200901221600		APPLE CIDER FOR WINTERFEST	23.94			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		APPLE CIDER FOR WINTERFEST		101 4116-89010-000	SPECIAL EVENTS	23.94
		=== VENDOR TOTALS ===	23.94			
=====						
01-05514		METRO CITIES				
I-1116		2009 ANNUAL DUES	2,404.00			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		2009 ANNUAL DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	2,404.00
		=== VENDOR TOTALS ===	2,404.00			
=====						
01-05194		MTG				
I-42062		DATA CABLES; CABLE ROOM -VAUL	766.12			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		DATA CABLES; CABLE ROOM -VAULT		401 20200-000	ACCOUNTS PAYABLE	766.12
		=== VENDOR TOTALS ===	766.12			
=====						
01-07270		DANIEL NEWTON				
I-200901221599		WINTERFEST MUSIC	200.00			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		WINTERFEST MUSIC		101 4116-89010-000	SPECIAL EVENTS	200.00
		=== VENDOR TOTALS ===	200.00			
=====						
01-06024		ON SITE SANITATION				
I-A-354782		PORTABLE TOILET COMM PARK	63.90			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		PORTABLE TOILET COMM PARK		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
I-A-354909		PORTABLE TOILET ELEM SCHOO	63.90			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		PORTABLE TOILET ELEM SCHOOL		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
		=== VENDOR TOTALS ===	127.80			

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DUE TO/FROM ACCOUNTS SUPPRESSED

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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-06054  ORCHARD TRUST COMPANY

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I-200901221598  JAN/09 MNDC LISA  72.00
1/22/2009  APBNK  DUE: 1/22/2009 DISC: 1/22/2009  1099: N
JAN/09 MNDC LISA  101 21709-000  OTHER PAYABLE  72.00

=== VENDOR TOTALS ===  72.00

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=====
01-06065  OXYGEN SERVICE COMPANY
-----
I-3103237  BREATHING AIR  56.59
1/22/2009  APBNK  DUE: 1/22/2009 DISC: 1/22/2009  1099: N
BREATHING AIR  101 20200-000  ACCOUNTS PAYABLE  56.59

=== VENDOR TOTALS ===  56.59

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=====
01-06115  TIMOTHY PITTMAN
-----
I-200901221595  WINTERFEST SUPPLIES&MILEAGE  118.80
1/22/2009  APBNK  DUE: 1/22/2009 DISC: 1/22/2009  1099: N
WINTERFEST SUPPLIES  101 4116-89010-000  SPECIAL EVENTS  44.00
MILEAGE  101 4132-86101-000  MILEAGE  74.80

=== VENDOR TOTALS ===  118.80

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=====
01-06945  QWEST
-----
I-200901221597  TELEPHONE CHRGS  111.46
1/22/2009  APBNK  DUE: 1/22/2009 DISC: 1/22/2009  1099: N
TELEPHONE CHRGS  601 4601-85011-000  TELEPHONE - LANDLINE  57.88
TELEPHONE CHRGS  101 4141-85011-000  TELEPHONE - LANDLINE  53.58

=== VENDOR TOTALS ===  111.46

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=====
01-06150  RAMSEY COUNTY LEAGUE OF LOCAL
-----
I-101  2009 MEMBERSHIP DUES  265.30
1/22/2009  APBNK  DUE: 1/22/2009 DISC: 1/22/2009  1099: N
2009 MEMBERSHIP DUES  101 4111-86140-000  COMMISSIONS/MEMBERSHIPS/  265.30

=== VENDOR TOTALS ===  265.30

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=====
01-00878  US BANCORP
-----
I-200901221594  NOON MEETING WITH MAYOR  29.63
1/22/2009  APBNK  MANUAL  CK# 074368 1/09/2009  1099: N
NOON MEETING WITH MAYOR  101 4111-86100-000  CONFERENCES/EDUCATION/TR  29.63

=== VENDOR TOTALS ===  29.63

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07901		WASTE MANAGEMENT- BLAINE				
-----						
I-4847904-0500-1		JAN/09 RESIDENTIAL RECYCLING	1,858.45			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		JAN/09 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
		=== VENDOR TOTALS ===	1,858.45			
=====						
01-05870		XCEL ENERGY				
-----						
I-200901221603		ELECTRICITY AND GAS DEC/08	6,465.50			
1/22/2009	APBNK	DUE: 1/22/2009 DISC: 1/22/2009		1099: N		
		ELECTRICITY AND GAS DEC/08		101 20200-000	ACCOUNTS PAYABLE	6,465.50
		=== VENDOR TOTALS ===	6,465.50			
		=== PACKET TOTALS ===	17,931.95			

Federal Withholdings	7,713.20
State Withholdings	1,270.33
ICMA	317.00
PERA	2,470.89
	<u>29,703.37</u>



January Statement for activity from Dec. 04, 2008 through Jan. 05, 2009  
 CITY OF FALCON HEIGHT , JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545  
 BUS 578 02 Page 1 of 2

Your U.S. Bank Visa® Business Card account at a glance ...

Account: [REDACTED]

**Activity Summary**

Previous Balance.....	\$345.77
Payments and Credits.....	\$345.77
Purchases, Advances & Other Debits	\$29.63
FINANCE CHARGES .....	\$0.00
<b>New Balance.....</b>	<b>\$29.63</b>

**Credit and Payment Information**

Credit Line .....	\$21,000.00
Available Credit.....	\$20,970.37
Minimum Payment Due (Current Month)...	\$10.00
Minimum Payment Due (Past Due) .....	\$0.00
<b>Total New Minimum Payment Due.....</b>	<b>\$10.00</b>
<b>Payment Due Date .....</b>	<b>Jan. 25, 2009</b>

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$29.63 by 01/25/09. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

**Transactions**

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
<b>Payments and Credits</b>					
12/15	12/15	0003	PAYMENT THANK YOU.....	\$345.77	CR
<b>Purchases, Advances, Debits</b>					
12/12	12/10	0895	CHIANTI GRILL FALCON HEIGHT MN .....	\$29.63	Lunch w/ Mayor

**Company Approval** (This area for use by your company)

Signature/Approval: ok STM      Accounting Code: \_\_\_\_\_

**Rate Summary**

Balance Type	Balance By Type	Avg. Daily Balance	Daily Periodic Rate	Rate Type	Interest	Corresp APR	***APR*** This Period	Grace Period
BALANCE TRANSFER	\$0.00	\$0.00	0.034219%	VARIABLE	\$0.00	12.49%	0.00%	N
PURCHASES	\$29.63	\$0.00	0.034219%	VARIABLE	\$0.00	12.49%	0.00%	Y
ADVANCES	\$0.00	\$0.00	0.057506%	VARIABLE	\$0.00	20.99%	0.00%	N

Continued on Next Page

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1016	ABERNATHY, LISA A	R	1/13/2009	1,320.30	074369
1136	OLSON, ROLAND O	R	1/13/2009	535.56	074370
1142	HERZOG, PATRICK J	R	1/13/2009	439.36	074371
0034	KURHAJETZ, CLEMENT	R	1/13/2009	128.37	074372
0066	HERNANDEZ, ALFRED	R	1/13/2009	86.34	074373
0074	ALLEN, MARK J	R	1/13/2009	98.82	074374
0095	POESCHL, MICHAEL J	R	1/13/2009	131.14	074375
0097	GAFFNEY, PATRICK	R	1/13/2009	128.36	074376
0104	VANN, VINCENT A	R	1/13/2009	105.98	074377
0105	FEHRENBACH, ANTON M	R	1/13/2009	126.87	074378
0112	LESKE, CHRIS M	R	1/13/2009	128.36	074379
0117	EISCHEN, RONALD B	R	1/13/2009	24.70	074380
0119	WICK, JEFFREY M	R	1/13/2009	71.57	074381
0120	HAWTHORNE, ROCHELLE L	R	1/13/2009	112.44	074382
2172	ARCAND, MICHAEL W	R	1/13/2009	69.04	074383
1030	PITTMAN, TIMOTHY J	R	1/13/2009	1,614.63	074384
2025	HOIUM, CHARLOTTE R	R	1/13/2009	129.52	074385
2138	RAAEN, COLIN P	R	1/13/2009	179.19	074386
2161	SAVAGE, JACK A	R	1/13/2009	155.14	074387
2168	DEILEY, JOSEPH M	R	1/13/2009	166.53	074388
2175	RITCHIE, BRIAN D	R	1/13/2009	148.06	074389
2177	GROSS, MONICA R	R	1/13/2009	225.66	074390

\*\*\*\*\* DIRECT DEPOSIT LIST \*\*\*\*\*

PAY PERIOD ENDING 1/15/2009  
 DIRECT DEPOSIT EFFECTIVE DATE 1/13/2009

EMP #	NAME	AMOUNT
1002	JUSTIN J MILLER	2,385.95
01-1008	STACEY T KREUSER	3,954.32
01-1008	STACEY T KREUSER	332.46
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,586.09
01-0040	KEVIN ANDERSON	114.98
01-0085	DANIEL S JOHNSON-POWERS	159.99
01-0087	MICHAEL A MCKAY	81.50
01-0101	DALE E HUFF	145.68
01-0106	SCOTT A TESCH	170.38
01-0121	JESSICA L ADAMS	116.68
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,311.48
01-1143	COLIN B CALLAHAN	889.99

TOTAL PRINTED: 14 12,849.50

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	22	6,125.94
DIRECT DEPOSIT REGULAR CHECKS:	13	8,895.18
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:	1	3,954.32
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	36	18,975.44

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*

\*\*\* DIRECT DEPOSIT LISTING \*\*\*

EMPNO#	----- NAME -----	SSNO#	BANK	ACCOUNT	TYPE	AMOUNT	TRACE
01-1008	STACEY KREUSER				C	1,081.52	0100001

Jan 1 - Jan 15 Total Salary and Vac/SL payout for Stacey  
 TOTALS: 20,056.96

**ITEM:**                    **Revision to 2009 Fee Schedule**

**SUBMITTED BY:**    **Justin Miller, City Administrator**

**EXPLANATION:**

When looking at the 2009 fee schedule which was approved by the city council on December 10, 2008, it was noticed that gas water heaters were left off the mechanical permit section. Staff is recommending that a fee of \$25 be added to the 2009 fee schedule for gas water heater installations. This fee helps offset the inspections that are conducted to ensure that the appliances are installed correctly and safely.

**ACTION REQUESTED:**

Staff recommends that the Falcon Heights City Council add a \$25 fee for gas water heater installations to the 2009 fee schedule.

**ITEM:**                    **City License Renewals**

**SUBMITTED BY:**    **Lisa Abernathy -Deputy Clerk**

The following businesses have applied for municipal business licenses for 2009. Staff has received the necessary documents for licensure.

- Butler Vacuum

The following businesses have applied for tree trimming/removal licenses for 2009. Staff has received the necessary documents for licensure.

- Hugo's Tree Care

The following businesses have applied for general contractor's licenses for 2009. Staff has received the necessary documents for licensure.

- Doug Lee & Associates

The following businesses have applied for refuse/recycling licenses for 2009. Staff has received the necessary documents for licensure.

- Waste Management of MN, Inc.

**ITEM:**                    **2008 City Forester Report**

**SUBMITTED BY:**    **Andy Hovland, City Forester**

**EXPLANATION:**

The City of Falcon Heights hires a contract forester each year to handle all tree related issues in the city. Attached to this report is a synopsis of activity for 2008.

**ACTION REQUESTED:**

Staff recommends that the Falcon Heights City Council accept the 2008 forestry report as prepared by Andy Hovland of Branch and Bough Tree Service.

# City of Falcon Heights 2008 Forestry Report

Compiled by:  
Andrew Hovland  
Branch and Bough Tree Service

## Introduction

This report summarizes the work performed by contract city forester, Andrew Hovland during the 2008 calendar year. This work can be broken down into three categories: diseased tree management on both public and private property, boulevard tree replanting, and responding to resident's tree related questions. Included with this report is an updated boulevard tree inventory for 2008.

## Disease Management

Managing Dutch elm disease (DED) within the city limits is the primary forest health concern. Expedient removal of diseased trees helps to prevent DED from spreading to other elms within the city and the surrounding areas. Three city-wide inspections are carried out during the year to identify diseased trees. These trees are marked and removed by either city contractor if on public property or by tree contractor selected by the resident if on private property. A total of 18 elms were marked for removal in 2008. 4 of these were publicly owned.

## Tree Loss from Dutch elm disease

	2008	2007	2006	2005
<b>Public Trees</b>	4	8	11	18
<b>Private Trees</b>	15	11	12	35
<b>Total</b>	19	19	23	53

The occurrence of Dutch elm disease in the city has leveled out over the last two years. Currently, 31 publicly owned American elms exist on city boulevards. 4 of these trees are suspected of having contracted DED late in the 2008 growing season and will be reviewed in 2009. To preserve these elms it is imperative that the city develop a Plant Health Care program to inoculate these elms against Dutch elm disease. A list of the remaining elms and the elms to review in 2009 can be found at the end of this report.

No oak wilt was identified in 2008. Several oaks in the Grove neighborhood are showing signs of Two Lined Chestnut Borer which will attack oak trees previously stressed by events such as drought or construction damage. Educating residents about oak wilt and insect issues such as two lined chestnut borer continue to be important. Also, residents should be provided information on how best to maintain their mature trees including when and how they should be pruned, proper mulching techniques, and watering requirements. These cases within the city are uncommon and, in general, the health of the city oak trees is good.

## Tree Removal

8 trees were removed in addition to those elms that were diseased. These were either dead or dying, had major structural defects and were deemed hazardous, or had been damaged in storms. A list of the trees removed can also be found at the end of this report.

## Tree Pruning

Recently, the public works director and city forester met with Steve Sylvester, owner of S&S Tree Specialists and reviewed the boulevard tree pruning specifications. After driving through the city and discussing various pruning styles that have been implemented by the city over the years we agreed to a more conservative pruning style; lifting the crowns by making smaller cuts and heading back limbs to strong, upright laterals. Street clearance would continue to be 14 feet. Over residential yards and sidewalks crowns will be lifted to only 10 feet to provide additional shade for residents and passersby. Several residents had commented about the severity of the 14 foot clearance cuts and how bare the trees looked. By leaving the residential side of the tree lower it will provide some additional screening for residents from the street and reduce the number of large cuts that need to



be made for each tree which is favorable from a tree health standpoint. The city forester will be drawing up a pruning specifications letter to be sent to S & S Tree Specialists prior to their winter pruning work.

The city has been divided up into zones in the past with one zone being pruned each year by the city contractor. Over the last year or two this pruning cycle has been interrupted and several areas of the city are now overdue for pruning. The most pressing is the Northhome neighborhood. S & S will be directed to start their pruning work in this area following the specifications laid out by the city forester and public works director.

Several trees were pruned during the growing season per resident request or as the city forester identified as being necessary for public safety due to storm damage. 11 trees were pruned in the 2008 growing season. The specifics and locations of these trees can be found at the end of this report.

### **Tree Planting**

All of the boulevard tree planting in 2008 was done by contractors. 9 trees were planted this year. All but one of these was balled and burlapped. Balled and burlapped trees are more expensive but the advantage is that you get a larger specimen to begin with. Studies have also shown that vandalism is less of an issue when planting larger caliper trees. Most of the plants that were installed were in 1 ¾ or 2 inches in diameter. Several residents in the 2008 season had trees removed and tree replacement had yet to be arranged. Letters have been sent out to these residents. It also appears from the 2007 final report that several residents had requested trees in locations where old stumps were an issue and it was suggested to wait several years prior to replanting. The city forester will review these sites in 2009 for replanting. A list of trees planted in 2008 can be found at the end of this report.

### **Resident Consultation**

Over 40 residents called or emailed in 2008 inquiring about both city and private trees. The city provides forestry consultation free of charge. A majority of these residents met with the city forester to discuss a wide array of issues including disease management, concerns about trimming or removal, and tree replanting.

### **Conclusion and Future Considerations**

Reviewing data from previous seasons the occurrence of Dutch elm disease appears to have plateaued in the city. Looking towards next season we should focus on diversifying our urban forest by planting a wide array of trees tolerant of our urban conditions. Keeping in mind that emerald ash borer is a threat we should begin planning now on how we will deal with the large amounts of wood waste that will be generated when the insect spreads to the Twin Cities. Meanwhile, keeping our existing mature urban forest as healthy as possible is the priority. This can be accomplished by managing disease and insect issues, timely pruning, and removal and replanting of declining trees. In order to better inform residents about the state of the urban forest in Falcon Heights answers to common questions will be posted on the website along with helpful links regarding general tree maintenance and forest health.

**ITEM:** 2009 Special Event Monetary Donations

**SUBMITTED BY:** Lisa Abernathy, Recreation Supervisor

**REVIEWED BY:** Justin Miller, City Administrator  
Tim Pittman, Director of Parks and Public Works

**EXPLANATION/DESCRIPTION:**

Summary and action requested: At the conclusion of each year Falcon Heights businesses are sent a letter inviting them to support our two City special events- January's Winterfest and July's Ice Cream Social. There are three levels at which the business can donate- Gold (\$100+) Silver (\$50-\$99) and Bronze (\$25-\$49). The Parks and Recreation department uses the money from the local businesses to assist in purchasing the events entertainment, supplies and any other event related costs. Each business that donates money to the City is recognized on the City's website, newsletter and at the event.

**ACTION REQUESTED:**

Accept the following donations for the 2009 special events from the following businesses.

**Gold Level- \$100+**

Source Comics and Games  
Awad Eye Care  
Dino's The Greek Place  
Central Pediatrics  
Priority pediatrics  
Cornerstone Construction Management  
John A. Knutson & Co. PLLP  
Dr. James Kernik  
Hermes Floral

**Silver Level- \$50-\$99**

Warner's Stellian  
Hair Designs Unlimited  
John A. Knutson & Co. PLLP  
Kinderberry Hill Child Development Center

**Bronze Level \$25-\$49**

None at this level