

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

AGENDA
August 12, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____
- C. PRESENTATIONS
- D. APPROVAL OF MINUTES: July 22, 2009
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 8/6/09: \$257,908.04
Payroll through 7/29/09: \$20,914.88
 - 2. City License Renewals
 - 3. Commission Appointment- Serena Jones White
 - 4. Election Services Agreement with City of Little Canada
 - 5. Acceptance of University of Minnesota Football Tickets
 - 6. Resolution 09-06 Declaring Cost to be Assessed and Ordering
Preparation of Proposed Assessment Roll
- G: POLICY ITEMS
 - 1. Revised Floodplain Ordinance
 - 2. Rental Housing- 2009 Mid Year Report ADDENDUM
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.

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

MINUTES
July 22, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM HARRIS KUETTEL
LONG MERCER-TAYLOR
MILLER
- C. PRESENTATIONS: Kris Sanda, Metropolitan Council District 10 Representative
- D. APPROVAL OF MINUTES: June 24, 2009 APPROVED
- F. PUBLIC HEARINGS:
- F. CONSENT AGENDA: KUETTEL MOVED APPROVAL 4-0
1. General Disbursements through 7/15/09: \$247,624.44
Payroll through 7/13/09: \$37,532.24
 2. City License Renewals
 3. Establish a Parking Lot Infrastructure Capital Fund for City Hall
Parking Lot Improvements
 4. Audit Firm for 2009, 2010 and 2011
 5. 2009 Special Event Monetary Donations
- G: POLICY ITEMS
1. 2009 Employee Pay Adjustments MERCER-TAYLOR MOVED APPROVAL
4-0
 2. Adoption of the 2010 City Council Goals HARRIS MOVED APPROVAL 4-0
 3. Emergency Well Repair- 2009 Pavement Management Program -ADDENDUM
KUETTEL MOVED APPROVAL 4-0
- K. INFORMATION/ ANNOUNCEMENTS:
- L. COMMUNITY FORUM:
- M. ADJOURNMENT: ADJOURNED AT 7:55PM

CONSENT F1
8/12/09

ITEM: **General Disbursements and Payroll**

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

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

EXPLANATION:

General Disbursements through 8/6/09: \$257,908.04

Payroll through 7/29/09: \$20,914.88

ATTACHMENTS:

General disbursements and payroll

ACTION REQUESTED:

Approval

PACKET: 00334 PAYABLES JULY 16-JULY 31

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
=====						
01-01010	ABERNATHY, LISA					

I-200907271912		REIMB- TENNIS BALL FOR CLASS	41.96			
7/27/2009	APBNK	MANUAL CK# 075163 7/16/2009		1099: N		
		REIMB- TENNIS BALL FOR CLASS		201 4201-73000-000	RECREATION EQUIPMENT	41.96
		=== VENDOR TOTALS ===	41.96			
=====						
01-00255	AMERICAN OFFICE PRODUCTS					

I-101949I		TONER & ERASER REFILL	73.59			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		TONER & ERASER REFILL		101 4112-70100-000	SUPPLIES	73.59
		=== VENDOR TOTALS ===	73.59			
=====						
01-00295	AVR, INC					

I-200907281926		SIDEWALK PANEL REPLACEMENT	828.28			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		CONCRETE FOR SIDEWALK PANEL		412 4412-92022-000	SIDEWALK PANELS	828.28
		=== VENDOR TOTALS ===	828.28			
=====						
01-03089	CASH					

I-200907291929		POSTAGE/REC CLASS SUPPLIES	103.47			
7/27/2009	APBNK	MANUAL CK# 075166 7/29/2009		1099: N		
		POSTAGE		101 4112-70500-000	POSTAGE	17.40
		REC CLASS SUPPLIES		201 4201-70100-000	SUPPLIES	67.36
		FOLDERS		101 4112-70100-000	SUPPLIES	18.71
		=== VENDOR TOTALS ===	103.47			
=====						
01-03181	CITY OF NEW BRIGHTON					

I-200907271918		HAZMAT CHARGES	62.25			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		HAZMAT CHARGES		101 4124-87100-000	HAZMAT	62.25
		=== VENDOR TOTALS ===	62.25			
=====						
01-03122	CITY OF ST PAUL					

I-110440		ELECTRIC	309.24			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		ELECTRIC		101 4132-85020-000	STREET LIGHTING	309.24

PACKET: 00334 PAYABLES JULY 16-JULY 31
 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
=====						
01-03122	CITY OF ST PAUL	(** CONTINUED **)				

I-110581		SEWER ROOT TREATMENT	67.22			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		WATER FOR ROOT TREATMENT		601 4601-87300-000	ROOT TREATMENT	67.22
		=== VENDOR TOTALS ===	376.46			
=====						
01-03021	CMI CONSTRUCTION MIDWEST					

I-436982		SIDEWALK PANEL REPLACEMENT	136.80			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		DOME PRECAST RED/SIDEWALK REPL		412 4412-92022-000	SIDEWALK PANELS	136.80
		=== VENDOR TOTALS ===	136.80			
=====						
01-03300	DISCOUNT STEEL, INC					

I-01543085		STEEL AR ANGLE & TUBING	269.20			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		STEEL AR ANGLE & TUBING		101 4132-70120-000	SUPPLIES	134.60
		STEEL AR ANGLE & TUBING		101 4141-70100-000	SUPPLIES	134.60
		=== VENDOR TOTALS ===	269.20			
=====						
01-05189	DUKE'S ROOT CONTROL INC					

I-6038		PIPE SEWER ROOT CONTROL	15,036.18			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		PIPE SEWER ROOT CONTROL		601 4601-87300-000	ROOT TREATMENT	15,036.18
		=== VENDOR TOTALS ===	15,036.18			
=====						
01-04084	FIRE EQUIPMENT SPECIALTIES					

I-6245		LEATHER HELMET FRONTS	142.15			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		LEATHER HELMET FRONTS		101 4124-77000-000	CLOTHING	142.15
		=== VENDOR TOTALS ===	142.15			
=====						
01-05166	GRAINGER, W. W., INC.					

I-9033705584		CITY HALL LIGHT BULBS	270.83			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		CITY HALL LIGHT BULBS		101 4131-70110-000	SUPPLIES	270.83
		=== VENDOR TOTALS ===	270.83			

PACKET: 00334 PAYABLES JULY 16-JULY 31

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
=====						
01-05137	HEALTHPARTNERS MEDICAL GP					
I-200907271915		HEP B VACINATION-ARCAND	78.00			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		HEP B VACINATION-ARCAND		101 4124-86200-000	MEDICAL EXAMINATIONS	78.00
		=== VENDOR TOTALS ===	78.00			
=====						
01-05134	HEJNY RENTALS, INC.					
I-200907281922		RENTAL OF DUNK TANK	185.78			
7/28/2009	APBNK	MANUAL CK# 075164 7/28/2009		1099: N		
		RENTAL OF DUNK TANK		101 4116-89010-000	SPECIAL EVENTS	185.78
		=== VENDOR TOTALS ===	185.78			
=====						
01-05243	HINRICHS,RICH					
I-200907271911		REIMB-FIRE OFFICER II CLASS	404.00			
7/27/2009	APBNK	MANUAL CK# 075162 7/16/2009		1099: N		
		REIMB-FIRE OFFICER II CLASS		101 4124-86020-000	TRAINING	404.00
		=== VENDOR TOTALS ===	404.00			
=====						
01-05153	HOME DEPOT CRC/GRCP					
I-200907291931		SUPPLIES	74.79			
7/29/2009	APBNK	DUE: 7/29/2009 DISC: 7/29/2009		1099: N		
		C.H. IRRIGATION		101 4131-87010-000	CITY HALL MAINTENANCE	29.46
		BLVD MAINT		101 4132-87010-000	BOULEVARD MAINTENANCE	31.95
		NUMBER CITY HALL PARKING LOT		419 4419-92030-000	CITY HALL PARKING LOT	13.38
		=== VENDOR TOTALS ===	74.79			
=====						
01-05052	JOHNSON-POWERS,DAN					
I-200907271917		INSTRUCTOR FEE-FIREFIGHTER	700.00			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		INSTRUCTOR FEE FOR FIREFIGHTER		101 4124-86020-000	TRAINING	700.00
		=== VENDOR TOTALS ===	700.00			
=====						
01-03255	KEEPRS, INC.					
I-120064		2 SETS OF BADGES	208.35			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		2 SETS OF BADGES		101 4124-77000-000	CLOTHING	208.35
		=== VENDOR TOTALS ===	208.35			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05730		MINNEAPOLIS PAPER COMPANY				
I-145118		COPY/LASER PAPER	85.68			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		COPY/LASER PAPER		101 4112-70100-000	SUPPLIES	85.68
		=== VENDOR TOTALS ===	85.68			
=====						
01-05843		MN NCPERS LIFE INSURANCE				
I-200907291932		AUGUST/09 LIFE INSURANCE-DEB	16.00			
7/29/2009	APBNK	DUE: 7/29/2009 DISC: 7/29/2009		1099: N		
		AUGUST/09 LIFE INSURANCE-DEB		101 21709-000	OTHER PAYABLE	15.20
		AUGUST/09 LIFE INSURANCE-DEB		206 21709-000	OTHER PAYABLE	0.80
		=== VENDOR TOTALS ===	16.00			
=====						
01-05830		SEAN MORIARTY				
I-200907281923		REFUND	45.00			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		REFUND		201 34310-000	RECREATION FEES	45.00
		=== VENDOR TOTALS ===	45.00			
=====						
01-05237		MORKWELL CO INC				
I-4553		SEAL WELL - MAPLE KNOLL	6,187.00			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		SEAL WELL - MAPLE KNOLL		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	6,187.00
		=== VENDOR TOTALS ===	6,187.00			
=====						
01-05250		MYERS TIRE SUPPLY				
I-92806561		TIRE CHANGER	320.30			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		TIRE CHANGER		101 4132-70120-000	SUPPLIES	320.30
		=== VENDOR TOTALS ===	320.30			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-200907281924		CELL PHONE	388.84			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		CELL PHONE		101 4121-85015-000	CELL PHONE	70.40
		CELL PHONE		101 4131-85015-000	CELL PHONE	12.11
		CELL PHONE		101 4141-85015-000	CELL PHONE	31.57
		CELL PHONE		101 4132-85015-000	CELL PHONE	7.29
		CELL PHONE		601 4601-85015-000	CELL PHONE	60.70
		CELL PHONE		602 4602-85015-000	CELL PHONES	65.48
		CELL PHONE		601 4601-85015-000	CELL PHONE	141.29

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07263		NEXTEL COMMUNICATIONS, INC (** CONTINUED **)				
		=== VENDOR TOTALS ===	388.84			
=====						
01-06065		OXYGEN SERVICE COMPANY				
I-03117235		AIR TANK RENTALS	54.76			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		AIR TANK RENTALS		101 4124-70100-000	SUPPLIES	54.76
I-07361366		BREATHING AIR	102.73			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		BREATHING AIR		101 4124-70100-000	SUPPLIES	102.73
		=== VENDOR TOTALS ===	157.49			
=====						
01-05236		PRONTO HEATING & AC				
I-200907271913		REFUND-OVERPAID MECH PERMIT	30.50			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		REFUND-OVERPAID MECH PERMIT		101 32220-000	MECHANICAL PERMITS	30.50
		=== VENDOR TOTALS ===	30.50			
=====						
01-06945		QWEST				
I-200907271914		LANDLINE	116.14			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		LANDLINE		101 4141-85011-000	TELEPHONE - LANDLINE	116.14
		=== VENDOR TOTALS ===	116.14			
=====						
01-06999		RAMSEY CTY FIRE CHIEFS ASSOCIA				
I-200907271916		FIREFIGHTER I & II TRAINING	950.00			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		FIREFIGHTER I & II TRAINING		101 4124-86020-000	TRAINING	950.00
		=== VENDOR TOTALS ===	950.00			
=====						
01-05247		REGENTS OF THE UNIVERSITY OF M				
I-0150000779		SPEAKER FOR NATURE CAMP	325.00			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		SPEAKER FOR NATURE CAMP		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	325.00
		=== VENDOR TOTALS ===	325.00			

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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06312		RUM RIVER CONTRACTING				
I-200907271910		RUM RIVER CONTRACTING	38,730.59			
7/27/2009	APBNK	MANUAL CK# 075161 7/16/2009		1099: N		
		PARTIAL PAY #1		426 4426-92200-000	PARKING LOT - STORM	4,130.15
		PARTIAL PAY #1-POROUS PYMT		426 4426-92000-000	PARKING LOT POROUS PAVEM	2,313.25
		PARTIAL PAY #1-RAIN GARDEN		426 4426-92500-000	RAIN GARDEN	5,021.05
		MILL & OVERLAY		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	7,187.70
		WATER UPGRADES		419 4419-92050-000	MAPLE/PRIOR WATER UPGRA	20,078.44
		=== VENDOR TOTALS ===	38,730.59			
=====						
01-06535		SPEEDWAY SUPERAMERICA				
I-200907281927		FUEL	265.72			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	265.72
		=== VENDOR TOTALS ===	265.72			
=====						
01-05110		SRF CONSULTING GROUP INC				
I-6809-2		STREETSCAPE PLANNING-PHASE II	5,668.73			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		STREETSCAPE PLANNING-PHASE II		412 4412-81910-000	CONSULTING-STREETSCAPE	5,668.73
		=== VENDOR TOTALS ===	5,668.73			
=====						
01-00935		ST PAUL REGIONAL WATER SERVICE				
I-200907271920		H2O AND S.S.	257.46			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		H2O		101 4131-85040-000	WATER	73.07
		S.S.		101 4131-85070-000	SEWER	16.00
		H2O		101 4141-85040-000	WATER	136.39
		S.S.		101 4141-85070-000	SEWER	32.00
		=== VENDOR TOTALS ===	257.46			
=====						
01-05249		STORK TWIN CITY TESTING CORPOR				
I-0091226-IN		COMPACTION TESTING - STREETS	432.31			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		COMPACTION TESTING STREETS		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	432.31
		=== VENDOR TOTALS ===	432.31			

PACKET: 00334 PAYABLES JULY 16-JULY 31

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

01-06660 TARGET

I-200907281921		SUPPLIES	267.72			
7/28/2009	APBNK	MANUAL CK# 075165 7/28/2009		1099: N		
		SUPPLIES		201 4201-70100-000	SUPPLIES	28.61
		SUPPLIES		201 4201-70100-000	SUPPLIES	36.28
		SUPPLIES-ICE CREAM SOCIAL		101 4116-89010-000	SPECIAL EVENTS	18.26
		SUPPLIES		201 4201-70100-000	SUPPLIES	51.80
		SUPPLIES		201 4201-70100-000	SUPPLIES	17.86
		SUPPLIES		201 4201-70100-000	SUPPLIES	16.28
		SUPPLIES		201 4201-70100-000	SUPPLIES	4.35
		SUPPLIES		201 4201-70100-000	SUPPLIES	20.17
		SUPPLIES-ICE CREAM SOCIAL		101 4116-89010-000	SPECIAL EVENTS	74.11

=== VENDOR TOTALS === 267.72

01-05195 TYLER TECHNOLOGIES

I-200907271919		ANNUAL SOFTWARE-SALES TAX	53.46			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		ANNUAL SOFTWARE-SALES TAX		101 4113-80600-000	SOFTWARE MAINTENANCE	53.46

=== VENDOR TOTALS === 53.46

01-07109 W.S. DARLEY & CO.

I-0000832730		FOUND NOSE SHOVEL	61.78			
7/27/2009	APBNK	DUE: 7/27/2009 DISC: 7/27/2009		1099: N		
		ROUND NOSE SHOVEL		101 4124-70100-000	SUPPLIES	61.78

=== VENDOR TOTALS === 61.78

01-05870 XCEL ENERGY

I-200907281928		ELECT	34.30			
7/28/2009	APBNK	DUE: 7/28/2009 DISC: 7/28/2009		1099: N		
		ELECT		101 4132-85020-000	STREET LIGHTING	27.16
		ELECT		101 4132-85020-000	STREET LIGHTING	7.14

=== VENDOR TOTALS === 34.30

=== PACKET TOTALS == 73,386.11

federal withholding	6,425.07
state withholding	1,050.72
icma transfer	427.00
pera transfer	2,407.05
Total	83,695.95

PACKET: 00337 PAYABLES JULY 30-AUGUST 1

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

01-00800 ALLIED WASTE SERVICES

I-923-001276990		JULY/09 WASTE REMOVAL	236.38			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		JULY/09 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	236.38
=== VENDOR TOTALS ===			236.38			

01-00255 AMERICAN OFFICE PRODUCTS

I-102407		SUPPLIES	61.30			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		TICKETS		101 4116-89010-000	SPECIAL EVENTS	19.99
		BINDERS		101 4111-70100-000	SUPPLIES	24.45
		TAPE & PENS		101 4112-70100-000	SUPPLIES	16.86
I-102460		PAPER FOR REC BROCHURE	128.01			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		PAPER FOR REC BROCHURE		201 4201-70440-000	PRINT & PUBLISHING	128.01
=== VENDOR TOTALS ===			189.31			

01- 5 AVR, INC

I-23079		CONCRETE-SIDEWALK PROJECT	893.74			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		CONCRETE-SIDEWALK PROJECT		412 4412-92022-000	SIDEWALK PANELS	893.74
I-23383		PARKING LOT	1,473.54			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		PARKING LOT		426 4426-92600-000	PARKING LOT- PW AND FIRE	1,473.54
=== VENDOR TOTALS ===			2,367.28			

01-00892 BEARCOM

I-3872803		REPAIR PAGER CHARGERS	97.95			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		REPAIR PAGER CHARGERS		101 4124-87092-000	REPAIR RADIOS	97.95
=== VENDOR TOTALS ===			97.95			

01-03123 CINTAS CORPORATION #470

I-470321458		SHOP TOWEL & RUG MAINT	31.56			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		SHOP TOWEL & RUG MAINT		101 4131-87010-000	CITY HALL MAINTENANCE	31.56
=== VENDOR TOTALS ===			31.56			

PACKET: 00337 PAYABLES JULY 30-AUGUST 1

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
=====						
01-06290		CITY OF ROSEVILLE				
I-10014		AUG/09 TELEPHONE	354.09			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		AUG/09 TELEPHONE		101 4116-85010-000	TELEPHONE	354.09
=====						
I-10030		AUG/09 IT SERVICES	1,189.42			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		AUG/09 IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
		=== VENDOR TOTALS ===	1,543.51			
=====						
01-03122		CITY OF ST PAUL				
I-110667		FUEL	212.08			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	212.08
		=== VENDOR TOTALS ===	212.08			
=====						
01-00218		E L REINHARDT CO INC				
		0908061935 REKEY PARK BUILDINGS	1,659.71			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		REKEY PARK BUILDINGS		403 4403-91000-000	MACHINERY & EQUIPMENT	1,659.71
		=== VENDOR TOTALS ===	1,659.71			
=====						
01-05115		GOPHER STATE ONE CALL				
I-9070487		LOCATES	68.15			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		LOCATES		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	68.15
		=== VENDOR TOTALS ===	68.15			
=====						
01-05166		GRAINGER, W. W., INC.				
I-9042662842		HAMMER DRILL BIT	19.16			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		HAMMER DRILL BIT		101 4131-70110-000	SUPPLIES	19.16
=====						
I-9044484195		EAR PLUGS	51.99			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		EAR PLUGS		101 4131-70110-000	SUPPLIES	51.99
		=== VENDOR TOTALS ===	71.15			

PACKET: 00337 PAYABLES JULY 30-AUGUST 1

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
=====						
01-05693		MIDWEST ASPHALT CORPORATION				
I-200908061934		ASPHALT PATCH-COMM PARK	96.09			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		ASPHALT PATCH-COMM PARK		101 4141-87120-000	FACILITIES & GROUND MAIN	96.09
		=== VENDOR TOTALS ===	96.09			
=====						
01-05796		MN DEPT OF LABOR & INDUSTRY				
I-200908061942		2ND QTR SURCHARGES	205.47			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		2ND QTR SURCHARGES		101 20801-000	DUE TO OTHER GOVERNMENTS	205.47
		=== VENDOR TOTALS ===	205.47			
=====						
01-05760		MINNESOTA GFOA				
I-200908061944		ANNUAL CONFERENCE	225.00			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		ANNUAL CONFERENCE		101 4113-86100-000	CONFERENCES/EDUCATION/AS	225.00
		=== VENDOR TOTALS ===	225.00			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-200908061933		CELL PHONES	106.29			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		CELL PHONES		101 4124-85015-000	CELL PHONE	106.29
		=== VENDOR TOTALS ===	106.29			
=====						
01-06024		ON SITE SANITATION				
I-200908061939		2 PORTABLE TOILETS-PARKS	128.26			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		2 PORTABLE TOILETS-PARKS		601 4601-85080-000	PORTABLE TOILET PARKS	128.26
		=== VENDOR TOTALS ===	128.26			
=====						
01-06053		OREILLY AUTO PARTS				
I-200908061936		SUPPLIES & PARTS	367.34			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		JD MOWER PARTS		101 4141-87120-000	FACILITIES & GROUND MAIN	77.18
		SHOP TOOLS		101 4131-70110-000	SUPPLIES	72.95
		GEAR LUBE		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	25.68
		TRUCK PARTS & OIL		101 4132-87000-000	REPAIR EQUIPMENT	191.53
		=== VENDOR TOTALS ===	367.34			

PACKET: 00337 PAYABLES JULY 30-AUGUST 1

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
=====						
01-06115	TIMOTHY PITTMAN					
I-200908061941		MILEAGE REIMB	37.40			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		MILEAGE REIMB		101 4116-89010-000	SPECIAL EVENTS	37.40
=== VENDOR TOTALS ===			37.40			
=====						
01-06185	RAMSEY COUNTY					
I-EMCOM-594		JULY 911 DISPATCH	958.67			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		JULY 911 DISPATCH		101 4124-86700-000	EMERGENCY DISPATCH SVCS-	958.67
I-PRRL6-777		ASSEMENT FEES	445.00			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		ASSESSMENT FEES		419 4419-94900-000	BOND FEES	220.00
		ASSESSMENT FEES		317 4317-94900-000	BOND FEES	225.00
I-RISK-001266		AUGUST/09 INSURANCE	6,566.48			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		AUGUST/09 INSURANCE		101 4112-89000-000	MISCELLANEOUS	6,566.48
=== VENDOR TOTALS ===			7,970.15			
=====						
01-06312	RUM RIVER CONTRACTING					
I-200908061938		PARKING LOT COSTS	107,727.41			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		PARTIAL PYMT #2 -STORM		426 4426-92200-000	PARKING LOT - STORM	45,705.59
		PARTIAL PYMT #2 -POROUS		426 4426-92000-000	PARKING LOT POROUS PAVEM	641.25
		PARTIAL PYMT #2 -RAIN GARDEN		426 4426-92500-000	RAIN GARDEN	1,482.00
		PARTIAL PYMT #2 -PRIOR		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	18,972.58
		PARTIAL PYMT #2 -MAPLE/GARDEN		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	9,943.36
		PARTIAL PYMT#2 -ST. PAUL WATER		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	30,982.63
=== VENDOR TOTALS ===			107,727.41			
=====						
01-07228	CITY OF ST ANTHONY					
I-200908061940		AUG/09 POLICE SERVICES	48,187.50			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		AUG/09 POLICE SERVICES		101 4122-81000-000	POLICE SERVICES	48,187.50
=== VENDOR TOTALS ===			48,187.50			

PACKET: 00337 PAYABLES JULY 30-AUGUST 1

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
=====						
01-06585		THE OFFICE CLEANERS				
I-20090731		JULY/09 CLEANING	341.92			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		JULY/09 CLEANING		101 4131-87010-000	CITY HALL MAINTENANCE	341.92
		=== VENDOR TOTALS ===	341.92			
=====						
01-07250		TRETSVEN, DAVE				
I-200908061937		MILEAGE REIMB	14.85			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		MILEAGE REIMB		101 4116-89010-000	SPECIAL EVENTS	14.85
		=== VENDOR TOTALS ===	14.85			
=====						
01-07109		W.S. DARLEY & CO.				
I-200908061943		FIRE FIGHTING SUPPLIES	204.86			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		FIRE FIGHTING SUPPLIES		101 4124-70100-000	SUPPLIES	204.86
		=== VENDOR TOTALS ===	204.86			
=====						
01-07901		WASTE MANAGEMENT- BLAINE				
I-5139840-0500-1		AUG/09 COMMERCIAL RECYCLING	620.26			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		AUG/09 COMMERCIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	620.26
		=== VENDOR TOTALS ===	620.26			
=====						
01-05870		XCEL ENERGY				
I-200908061945		ELECT & GAS	1,502.21			
8/06/2009	APBNK	DUE: 8/06/2009 DISC: 8/06/2009		1099: N		
		ELECT		101 4141-85020-000	ELECTRIC/GAS	332.89
		GAS		101 4141-85030-000	NATURAL GAS	28.53
		GAS		101 4131-85030-000	NATURAL GAS	50.71
		ELECT		601 4601-85020-000	ELECTRIC	24.74
		ELECT		101 4131-85020-000	ELECTRIC	939.43
		ELECT		101 4132-85020-000	STREET LIGHTING	9.28
		ELECT		101 4141-85020-000	ELECTRIC/GAS	24.92
		ELECT		101 4132-85020-000	STREET LIGHTING	42.44
		ELECT		101 4141-85020-000	ELECTRIC/GAS	9.28
		ELECT		101 4132-85020-000	STREET LIGHTING	39.99
		=== VENDOR TOTALS ===	1,502.21			
		=== PACKET TOTALS ===	174,212.09			

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	7/29/2009	277.05	075167
0018	LONG, CHARLES E	R	7/29/2009	277.05	075168
1016	ABERNATHY, LISA A	R	7/29/2009	1,481.82	075169
1136	OLSON, ROLAND O	R	7/29/2009	566.70	075170
1142	HERZOG, PATRICK J	R	7/29/2009	672.10	075171
0034	KURHAJETZ, CLEMENT	R	7/29/2009	362.46	075172
0074	ALLEN, MARK J	R	7/29/2009	191.17	075173
0086	HINRICHS, RICHARD H	R	7/29/2009	95.58	075174
0095	POESCHL, MICHAEL J	R	7/29/2009	95.58	075175
0097	GAFFNEY, PATRICK	R	7/29/2009	95.58	075176
0105	FEHRENBACH, ANTON M	R	7/29/2009	94.61	075177
0120	HAWTHORNE, ROCHELLE L	R	7/29/2009	182.05	075178
1145	SCARDIGLI, ANTHONY N	R	7/29/2009	816.07	075179
1030	PITTMAN, TIMOTHY J	R	7/29/2009	1,794.99	075180
2025	HOIUM, CHARLOTTE R	R	7/29/2009	320.04	075181
2129	SKUNDBERG, KIRSTEN M	R	7/29/2009	311.69	075182
2134	PITLIK, MATTHEW C	R	7/29/2009	279.14	075183
2145	LETOURNEAU, BENEDICT J	R	7/29/2009	101.01	075184
2148	BENSON, LEANN M	R	7/29/2009	91.42	075185
2161	SAVAGE, JACK A	R	7/29/2009	228.46	075186
2164	MILLER, ALLISON	R	7/29/2009	251.52	075187
2170	LEPPINK, ERIC W	R	7/29/2009	96.62	075188
2173	EWAN, EMILY N	R	7/29/2009	22.86	075189
2178	JORDAN, JOSHUA L	R	7/29/2009	330.17	075190
2179	GRIFFIN, BRANDON M	R	7/29/2009	912.57	075191
2180	SCHAEFER, GARRETT J	R	7/29/2009	458.47	075192
2181	GUNDERSON, ELIZABETH A	R	7/29/2009	390.64	075193
2182	HUSTAD, KARIS C	R	7/29/2009	312.50	075194
2183	STEINER, CHARLES R	R	7/29/2009	132.98	075195
2184	THOMALLA, ASHLEY L	R	7/29/2009	199.97	075196

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

PAY PERIOD ENDING 7/31/2009
 DIRECT DEPOSIT EFFECTIVE DATE 7/29/2009

EMP #	NAME	AMOUNT
01-0012	LAURA A KUETTEL	277.05
01-0013	PETER C LINDSTROM	330.57
01-0016	PAMELA M HARRIS	277.05
01-1002	JUSTIN J MILLER	2,539.35
01-1136	ROLAND O OLSON	1,300.00
01-2154	MAUREEN A ANDERSON	69.26
01-1038	DEBORAH K JONES	1,724.66
01-0040	KEVIN ANDERSON	81.12
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSTVEN	1,515.55
01-1143	COLIN B CALLAHAN	1,057.40

TOTAL PRINTED:

11

9,472.01

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 7/29/2009

*** REGISTER TOTALS ***

REGULAR CHECKS:	30	11,442.87
DIRECT DEPOSIT REGULAR CHECKS:	11	9,472.01
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		

TOTAL CHECKS:	41	20,914.88

*** NO ERRORS FOUND ***

** END OF REPORT **

CONSENT F2
8/12/09

ITEM: **City License Renewals**

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

The following individuals have applied for a Mechanical Contractors License for 2009. Staff has received the necessary documents for licensure.

- Ed's Heating and Air, Inc.

The Following individuals have applied for a General Contractors License for 2009. Staff has received the necessary documents for licensure.

- Kiser Construction, Inc.

CONSENT F3
8/12/09

ITEM: Commission Appointment

SUBMITTED BY: Peter Lindstrom, Mayor

EXPLANATION:

Serena Jones-White has submitted an application for the Parks and Recreation Commission.

ACTION REQUESTED:

Approval

**CITY OF FALCON HEIGHTS
COMMISSION APPLICATION**

DATE: July 20, 2009

NAME: Serena Jones-White

ADDRESS: _____

PHONE: (H) _____ (W) _____

EMAIL ADDRESS: _____

HOW LONG AT ABOVE ADDRESS? since Jan. 08

IN WHAT CAPACITY DO YOU WISH TO SERVE? _____

Parks + Rec Commissioner

REASON YOU WISH TO SERVE ON ABOVE: We moved to MN

almost 2 years ago, and as we are now settled
into the neighborhood I feel that it is time
for me to become more active within the community.

PRIOR PUBLIC (OR RELATED) SERVICE: Birthday Bags volunteer - CUMC

Neighborhood co-captain for Obama for America

Big Brothers / Big Sisters Mentor St. Louis

OTHER RELEVANT BACKGROUND (OR COMMENTS): _____

I am looking forward to becoming more
active and meeting more people in the
community.

ITEM: Election Services Agreement with the City of Little Canada

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

Within the City of Falcon Heights organization, the duties of election coordination fall under the deputy city clerk position. Since this position is unfilled due to budget cuts, and since this year we will be holding a municipal election, it is necessary to make arrangements for a single person to manage our election duties.

As has been done in the past, the City of Little Canada has agreed to perform these tasks for us. The attached agreement is similar to the one used in 2005 when the deputy clerk was new to the position. The agreement calls for the Little Canada City Clerk to perform all tasks necessary for a smooth municipal election at the rate of \$44.68 per hour (not to exceed \$5,000).

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached agreement for election services with the City of Little Canada.

Election Services Agreement

1. Purpose:

This document is to be considered an Agreement between the City of Little Canada, Minnesota (hereinafter referred to as "Little Canada") and the City of Falcon Heights, Minnesota (hereinafter referred to as "Falcon Heights"). The purpose of this document is to set forth the terms and conditions for the provision of election services to be provided to Falcon Heights by Little Canada. This Agreement will be in effect from this 10th day of August 2009 until terminated by either party under the provisions set forth.

2. Services Provided:

It is agreed upon by both parties that the intent is to contract for election services, to be provided by the Little Canada City Clerk as follows:

- a. Preparation and coordination of all materials and services related to elections, including filing, absentee ballot requests, ballot preparations, mailing of absentee ballots, preparation and testing of election equipment, training and coordination of election judges, preparation of election polls, and staffing and supervision of election judges and other personnel on election day.
- b. The foregoing duties will be handled by the Little Canada City Clerk, with assistance from Falcon Heights city staff where necessary.
- c. Election services will be provided as needed; no permanent staffing of city hall for election purposes is expected.
- d. Falcon Heights shall provide a cellular phone on election day for the Little Canada City Clerk to utilize.
- e. In the event that Little Canada is unable to fulfill its duties on election day, the City of Little Canada will provide an alternate for the City Clerk.
- f. All direct costs for printing of ballots and other materials necessary to run an election will be paid directly by the City of Falcon Heights, and are not part of this contract.

3. Payment:

Election services will be paid on an hourly basis, not to exceed \$5,000 in total for FY2009. The hourly rate to be charged for calendar year 2009 is \$44.86.

4. Termination of Services:

This agreement shall terminate on the later of November 30, 2009 or when services to be undertaken are deemed complete by Falcon Heights.

5. Indemnification:

Falcon Heights agrees to indemnify, defend, and hold Little Canada harmless from any claim, real or imaginary, damages and expenses of all kinds by reason of any act or omission caused by, or alleged to have been caused by any agent or employee of Falcon Heights, or by the City Clerk while under the work direction of Falcon Heights subject to the limitations and immunities in Minnesota Statutes Chapter 466.

Little Canada agrees to indemnify, defend, and hold Falcon Heights harmless from any claim, real or imaginary, damages and expenses of all kinds by reason of any act or omission caused by, or alleged to have been caused by any agent or employee of Little Canada, except while the City Clerk is under the work direction of Falcon Heights subject to the limitations and immunities in Minnesota Statutes Chapter 466.

6. Revisions to Agreement:

Both parties acknowledge that modifications to this Agreement may be necessary to ensure an effective, on-going working relationship. To that end, Falcon Heights and Little Canada shall use their best efforts to ensure the viability of this Agreement into the future. However, any alterations, variations, modification, or waivers of provisions to this Agreement will only be valid when they have been reduced to writing and duly signed, and attached hereto.

In witness whereof, the parties have executed this Agreement the day and year first written above.

CITY OF LITTLE CANADA

CITY OF FALCON HEIGHTS

By: _____
Its: Mayor
Date: _____

By: _____
Its: Mayor
Date: _____

Attest:

Attest:

By: _____
Its: City Administrator
Date: _____

By: _____
Its: City Administrator
Date: _____

ITEM: **Acceptance of University of Minnesota Football Tickets**

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

EXPLANATION:

For the past several years, the University of Minnesota has convened a group called the Stadium Area Advisory Group (SAAG) made up of communities and neighborhood groups that will be impacted by the construction of the new football stadium on the university campus. Falcon Heights has participated in the discussions due to the fact that the State Fairgrounds will be one of the tailgating locations during game days.

The University would like to recognize the members of this group by inviting them to attend the stadium opener on September 12th. Mayor Lindstrom has been offered tickets to the game, and council approval is being sought before accepting the tickets.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council approve the donation of tickets by the University of Minnesota to Mayor Lindstrom for the September 12th football game at TCF Bank Stadium.

ITEM: Declaration of costs for projects to be assessed in 2009 and ordering preparation of assessment rolls

SUBMITTED BY: Deb Bloom, City Engineer

Per city assessment policy and state statute, the City holds public hearings to consider assessments for completed street reconstruction projects. This year's assessment proceeding is for City Project 09-10, this improvement includes the following street segments:

- Prior Avenue, (Larpenteur Ave to cul- de- sac)
- Maple Knoll Drive, (Fry St to Garden Ave)
- Garden Ave, (Fry St to W Snelling Frontage Rd)
- Fry Street, (Maple Knoll Dr to Garden Ave)

This project is currently under construction with a completion by the end of August. It is recommended that the assessment hearing be held at the regularly scheduled council meeting on September 23, 2009.

The first step in the assessment process is consideration of a resolution declaring costs to be assessed and ordering preparation of assessment rolls.

It is the City's policy to assess a portion of street Mill and Overlay costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. Once the assessment roll is adopted, the City allows for a 30-day pre-payment period. Following the pre-payment period, assessment rolls are certified to Ramsey County for collection. The City will have the rolls certified by early November in order to allow the County enough time to add the assessments to property taxes.

Financial Impacts

Attached is a Project Financing Summary detailing the feasibility report and anticipated project cost for this improvement. This project will be financed using assessments, St. Paul Water Utility funds, and Municipal State Aid funds. The costs included in the attachments are estimated final costs. This project is anticipated to be completed by the end of August.

The proposed final assessment roll will be prepared in accordance with Falcon Heights' assessment policy and as outlined in the project feasibility report. A detailed assessment roll will be presented at the assessment hearing for this project.

Staff Recommendation

Staff recommends that the City Council approve the attached resolution declaring costs for City Project 09-10 to be assessed and ordering preparation of the proposed assessment roll.

The 2009 assessment process is suggested to proceed according to the following schedule:

August 12	Resolution declaring costs to be assessed, ordering preparation of assessment rolls
August 26	Resolution receiving assessment rolls, setting hearing date.
September 1	Notice of hearing published in the <i>Roseville Review</i> Mail notices to affected property owners
September 23	Assessment hearing- final adoption of assessment roll
Sept 24- Oct 26	Prepayment of assessments (30 days)
Oct 27-30	Tally of final assessment roll
November 2	Certification of assessment rolls to Ramsey County

Requested Council Action

Approval of resolution declaring costs for City Project 09-10 to be assessed and ordering preparation of proposed assessment roll.

Project 09-10

S. P. NO. 124-050-006 Mill and Overlay
PRIOR AVENUE/ MAPLE KNOLL/ GARDEN/ FRY

Project Financing Summary

	Feasibility Report	Estimated Final Cost
Reconstruction	\$ 192,226.52	\$ 169,797.76
Watermain	\$ 208,982.57	\$ 128,353.53
Total Construction Cost	\$ 401,209.09	\$ 298,151.29
Engineering*	\$ 74,899.04	\$ 48,778.49
Total Project Cost	\$ 476,108.13	\$ 346,929.78

*Engineering cost estimates included in feasibility report totals

Summary of Non-assessable costs

Watermain	\$ 208,982.57	\$ 128,353.53
Engineering*	\$ 35,527.04	\$ 21,820.10

Total Non- assessable costs	\$ 244,509.61	\$ 150,173.63
------------------------------------	----------------------	----------------------

Summary of Assessment Calculations

Assessable Cost	\$ 231,598.52	\$ 196,756.15
Total Assessable Frontage	4552.18	4,552.18
Assessment Rate (100%)	\$ 50.88	\$ 43.22
Assessment Rate (60%)	\$ 30.53	\$ 25.93
Assessment Rate (40%)	\$ 20.35	\$ 17.29

Total Special assessments (100%)	\$ 9,423.84	\$ 8,006.09
Total Special Assessments (60%)	\$ 47,332.14	\$ 40,211.36
Total Special Assessments (40%)	\$ 57,315.11	\$ 48,692.46

Total Special Assessments	\$ 114,071.09	\$ 96,909.90
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Project Financing Summary

MSA costs	\$ 117,527.43	\$ 99,846.25
St. Paul Water Utility	\$ 244,509.61	\$ 150,173.63
Special Assessments	\$ 114,071.09	\$ 96,909.90
Total	\$ 476,108.13	\$ 346,929.78

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
August 12, 2009
No. 09-06

**MILL AND OVERLAY PROJECT
DECLARING COST TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT ROLL**

WHEREAS, contracts have been let and costs have been determined for Improvement P-09-10 Mill and Overlay Project, the reconstruction of the street by the repair of curb and gutter, bituminous mill and overlay, and necessary appurtenances; and

WHEREAS, the contract price for such improvement is \$298,151.29, and the expenses incurred or to be incurred in the making of such improvement amount to \$48,778.49, so that the total cost of the improvement will be \$346,929.78.

NOW THEREFORE, be it resolved by the City Council of the City of Falcon Heights, Minnesota as follows:

1. The portion of the cost of such improvement to be paid by the City of Falcon Heights and St. Paul Water Utility is declared to be \$250,019.88.
2. The portion of the cost to be assessed against benefited property owners is declared to be \$96,909.90.
3. The City Administrator, with the assistance of the City Engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The City Manager shall, upon the completion of such proposed assessment, notify the council thereof.

The motion for the adoption of the foregoing resolution was duly seconded by upon a vote being taken thereon, the following voted in favor thereof and the following voted against the same: WHEREUPON said resolution was declared duly passed and adopted.

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
August 12, 2009

LINDSTROM ___ In Favor

KUETTEL

Attested by: _____

HARRIS ___ Against

LONG

Justin Miller, Administrator
August 12, 2009

MERCER-TAYLOR

ITEM: Revised Floodplain Ordinance

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

As part of a recent update of national flood maps, FEMA has been reviewing the communities that have not participated in the national flood insurance program. Falcon Heights has never been a participant in the program because of its location on relatively high ground with respect to local rivers and bodies of water. Residents of Falcon Heights cannot buy flood insurance.

Non participating communities are being encouraged to become part of the program. There are benefits to Falcon Heights residents in making flood insurance available. First, residents of Falcon Heights have expressed an interest in buying flood insurance and have found that they cannot get it because the city does not participate in the program. Second, many lenders and home financing programs now require this insurance. Eligibility for flood insurance will expand the borrowing options for residents and prospective residents.

Therefore, the FEMA has requested that Falcon Heights adopt the necessary code amendment that will allow the city to participate in the national flood insurance program. Because the proposed amendment changes the zoning chapter of the code, the Planning Commission held a public hearing on June 23rd and recommended to the city council that it be approved.

The proposed amendment, prepared by the City Attorney, adds **ARTICLE VIII. FLOODPLAIN REGULATIONS** to Chapter 113 of the City Code. It also adds nine relevant definitions to Section 113-3. This ordinance follows a model successfully used in other cities. There will be no cost to the city in making this change, nor will it change the way things are already done regarding development. There is no indication that Falcon Heights is at more risk for flooding than it was before. However, adoption of this ordinance is a necessary part of the process that will make property owners eligible to purchase flood insurance if they wish to have it or need it to qualify for home financing.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached Ordinance 09-02 amending chapter 113 of the city code concerning floodplain regulations.

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

ORDINANCE NO. 09-02

**AN ORDINANCE AMENDING CHAPTER 113
OF THE FALCON HEIGHTS CITY CODE
CONCERNING FLOODPLAIN REGULATIONS**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION 1. Chapter 113 of the Falcon Heights City Code is amended by adding the following definitions to Section 113-3:

Development means any man-made change to real estate, including but not limited to construction or reconstruction of buildings, installing manufactured homes or travel trailers, installing utilities, construction of roads or bridges, erection of levees, walls, or fences, drilling, mining, filling, dredging, and storage of materials.

Flood means a general and temporary condition of partial or complete inundation of normally dry land areas from overflow of inland or tidal waves, or the unusual and rapid accumulation or runoff of surface waters from any source.

Floodplain or Flood Prone Area means any land area susceptible to being inundated by water from any source (see Flood).

Flood-proofing means any combination of structural and non-structural additions, changes or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures and their contents.

Manufactured Home means a structure, transportable in one or more sections, which is built on a permanent chassis and is designated for use with or without a permanent foundation when attached to the required utilities.

New Construction means, for the purposes of determining insurance rates, structures for which the “start of construction” commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later, and includes any subsequent improvements to such structures. For floodplain management purposes, new construction means structures for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a community and includes any subsequent improvements to such structures.

Special Flood Hazard Area means the land in the floodplain within a community subject to a one percent (1%) or greater chance of flooding in any given year. The area may be designated as Zone A on the FHBM. After detailed ratemaking has been completed in preparation for publication of the flood insurance rate map, Zone A usually is refined into Zones A, AO, AH, A1-30, AE, A99, AR, AR/A1-30, AR/AE, AR/AO, AR/AH, AR/A, VO, or V1-30, VE, or V. For purposes of these regulations, the term “special flood hazard area” is synonymous in meaning with the phrase “area of special flood hazard.”

Structure for floodplain management purposes, a walled and roofed building, including gas or liquid storage tanks, that is principally above ground. The term includes recreational vehicles and travel trailers on site for more than 180 days.

Substantial Improvement means any repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent (50%) of the market value of the structure either, (a) before the improvement or repair is started, or (b) if the structure has been damaged, and is being restored, before the damage occurred. For the purposes of this definition "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure regardless of the actual work performed. The term does not, however, include either (1) any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are solely necessary to assure safe living conditions or (2) any alteration of a “historic structure”, provided that the alteration will not preclude the structure’s continued designation as a historic structure.

SECTION 2. Chapter 113 of the Falcon Heights City Code is amended by adding Article VIII to provide as follows:

ARTICLE VIII. FLOODPLAIN REGULATIONS

Sec. 113-500. Statutory authorization and purpose.

(a) *Statutory Authorization.* The legislature of the State has, in Minnesota Statutes chapter 462 delegated the responsibility to local government units to adopt regulations designed to minimize flood losses.

(b) *Statement of Purpose.*

- (1) The City of Falcon Heights wishes to establish eligibility in the National Flood Insurance Program and in order to do so must meet the requirements of 44 CFR Part 60.3(a)
- (2) The City of Falcon Heights wishes to minimize potential losses due to periodic flooding including loss of life, loss of property, health and safety hazards, disruption of commerce and governmental services, extraordinary public

expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.

Sec. 113-501. Warning and disclaimer of disclaimer of liability.

This Article does not imply that areas will be free from flooding or flood damages. This Article shall not create liability on the part of the City or any officer or employee thereof for any flood damages which result from reliance on this Article or any administrative decision lawfully made thereunder.

Sec. 113-502. Permit Requirements.

(a) No person shall erect, construct, enlarge, alter, repair, improve, move, or demolish any building or structure without first obtaining a separate permit for each building or structure from the Zoning Administrator.

(b) No man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, fences, mining, dredging, filling, grading, paving, excavation or drilling operations, shall be commenced until a separate permit has been obtained from the Zoning Administrator for each change.

© No manufactured home shall be placed on improved or unimproved real estate without first obtaining a separate permit for each mobile home from the Zoning Administrator.

Sec. 113-503. Permit application.

To obtain a permit, the applicant shall first file a permit application on a form furnished for that purpose. The form must be completed and submitted to the Zoning Administrator before the issuance of a permit will be considered.

Sec. 113-504. Duties of the Zoning Administrator.

(a) The Zoning Administrator is appointed as the person responsible for receiving applications and examining the plans and specifications for the proposed construction or development.

(b) After reviewing the application, the Zoning Administrator may require any additional measures which are necessary to meet the minimum requirements of this ordinance.

(c) The Zoning Administrator shall review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law, including Section 404 of the Federal Water Pollution Control Act Amendments of 1972, 33 U.S.C. 1334.

Sec. 113-505. Review of permit application.

The Zoning Administrator shall review all permit applications to determine whether proposed building sites will be reasonably safe from flooding. If a proposed building site is in a flood prone area, all new construction and substantial improvements (including the placement of manufactured homes) shall be:

- (1) Designed (or modified) and adequately anchored to prevent floatation, collapse, or lateral movement of the structure resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy,
- (2) Constructed with materials and utility equipment resistant to flood damage,
- (3) Constructed by methods and practices that minimize flood damage, and
- (4) Constructed with electrical, heating, ventilation, plumbing, and air conditioning equipment and other service facilities that are designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding.

Sec. 113-506. Subdivisions.

The Zoning Administrator shall review subdivision proposals and other proposed new development to determine whether such proposals will be reasonably safe from flooding. If a subdivision proposal or other proposed new development is in a flood prone area, any such proposal shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage within the flood prone area,
- (2) All public utilities and facilities, such as sewer, gas, electrical, and water systems are located and constructed to minimize or eliminate flood damage, and
- (3) Adequate drainage is provided to reduce exposure of flood hazard.

Sec. 113-507. Water supply system.

The Zoning Administrator shall require within flood prone areas, new and replacement water supply systems to be designed to minimize or eliminate infiltration of flood waters into the systems.

Sec. 113-508. Sanitary sewage and water disposal systems.

The Zoning Administrator shall require within flood prone areas:

- (1) New and replacement sanitary sewage systems to be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the systems into flood waters, and
- (2) On-site waste disposal systems to be located to avoid impairment to them or contamination from them during flooding.

Sec. 113-509. Annexations and extraterritorial jurisdiction.

The City of Falcon Heights shall not approve any development located in a Special Flood Hazard Area (SFHA) outside the corporate limits unless such development or plat is in the accordance with the floodplain ordinance that meets the minimum federal (44 CFR 60.3), state (Minnesota Regulation Parts 6120.5000 through 6120.6200), and local requirements for development within a Special Flood Hazard area.

Sec. 113-510. Greater restriction

Where this Ordinance and other ordinances conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

SECTION 3. This ordinance shall be effective immediately upon is passage and publication.

ADOPTED this _____ day of _____, 2009, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Justin Miller, City Administrator/Clerk

8/12/09

ITEM: Rental Housing – 2009 Mid-Year Report

SUBMITTED BY: Deborah Jones, Zoning and Planning Director

REVIEWED BY: Justin Miller, City Administrator

Ordinance 08-04, adopted October 22, 2008, established a program for licensing of rental housing of four units or fewer in Falcon Heights. In January, 2009, letters were sent to the owners of known or suspected rental homes in the City. The ordinance provides for properties to be given a provisional license between the time the license fee is paid and the certificate is issued or denied.

After fire marshals Kevin Anderson and Rochelle Hawthorne were hired, a program of inspections and certification was set up. Inspections have been underway since spring of 2009. The list below, provided by Ms. Hawthorne, summarizes the status of those properties in the system as of July 31, 2009.

Status	Number of Properties
Completed certificates – License issued	4
Inspected once, awaiting re-inspection	8
Pending Inspection, have been contacted to set up	10
Application received, not yet on inspection schedule	1
Application not received, reminder(s) sent	2
Suspected Rentals, not yet contacted	1

As shown on the attached map, all of the rental properties known to date are east of Cleveland Avenue. The largest number are northeast of Snelling and Larpenteur. The staff continues to follow up on suspected rental properties and bring them into the system as they come to light.

Attachments:

- Map of Rental Properties (1 – 4 units)

Action Requested:

- None; information only

Falcon Heights Rental Housing - July 31, 2009

