

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

AGENDA  
August 26, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM \_\_\_\_ HARRIS \_\_\_\_ KUETTEL \_\_\_\_  
LONG \_\_\_\_ MERCER-TAYLOR \_\_\_\_  
MILLER \_\_\_\_
- C. PRESENTATIONS
- D. APPROVAL OF MINUTES: August 12, 2009
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through 8/6/09: \$79,316.68  
Payroll through 8/12/09: \$18,565.88
  - 2. City License Renewals
  - 3. Award Bid for Sanitary Sewer Main Lining
- G. POLICY ITEMS
  - 1. Resolution Amending 1999A G.O. Debt Levy Schedule
  - 2. Resolution Receiving Assessment Roll and Setting Assessment Hearing Date  
for the Project to be Assessed in 2009. 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.

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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   X   HARRIS   X   KUETTEL   X    
LONG   X   MERCER-TAYLOR   A    
MILLER   X
- C. PRESENTATIONS
- D. APPROVAL OF MINUTES: July 22, 2009 APPROVED
- F. PUBLIC HEARINGS:
- F. CONSENT AGENDA: KUETTEL MOVED APPROVAL 4-0
  - 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 HARRIS MOVED APPROVAL 4-0
  - 2. Rental Housing- 2009 Mid Year Report ADDENDUM NO ACTION TAKEN
- K. INFORMATION/ ANNOUNCEMENTS:
- L. COMMUNITY FORUM:
- M. ADJOURNMENT: ADJOURNED AT 7:40PM

**CONSENT F1**  
**8/26/09**

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

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

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

**EXPLANATION:**

General Disbursements through 8/19/09: \$79,316.68

Payroll through 8/12/09: \$18,565.88

**ATTACHMENTS:**

General disbursements and payroll

**ACTION REQUESTED:**

Approval

PACKET: 00340 AUG 20TH 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

01-01010 ABERNATHY, LISA

I-200908191958		RIEMB: MILEAGE	122.65			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		RIEMB: MILEAGE		101 4116-86010-000	MILEAGE	36.80
		RIEMB: MILEAGE		201 4201-86010-000	MILEAGE	85.85
=== VENDOR TOTALS ===			122.65			

01-00867 ALBRECHT ENTERPRISES

I-10019630		IRRIGATION IMPROVEMENTS	4,890.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		IRRIGATION IMPROVEMENTS		419 4419-92030-000	CITY HALL PARKING LOT	4,890.00
=== VENDOR TOTALS ===			4,890.00			

01-00255 AMERICAN OFFICE PRODUCTS

I-102781		2 TONER CARTRIDGES	197.09			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		2 TONER CARTRIDGES		101 4112-70100-000	SUPPLIES	197.09
=== VENDOR TOTALS ===			197.09			

01-05220 ANDERSON, HELGEN, DAVIS&NISSIN

I-5		AUG/09 PROSECUTIONS	2,508.70			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		AUG/09 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,508.70
=== VENDOR TOTALS ===			2,508.70			

01-00295 AVR, INC

I-23656		CONCRETE-FIRE DEPT BURN PAD	594.49			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		CONCRETE-FIRE DEPT BURN PAD		419 4419-92035-000	PARKING LOT - FIRE DEPT/	594.49
I-23849		CONCRETE-FIRE DEPT APRON	762.27			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		CONCRETE-FIRE DEPT APRON		419 4419-92035-000	PARKING LOT - FIRE DEPT/	762.27
=== VENDOR TOTALS ===			1,356.76			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00892	BEARCOM					
I-3675343		REPAIR RADIO	99.77			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		REPAIR RADIO		101 4124-87092-000	REPAIR RADIOS	99.77
-----						
I-3676490		REPAIR RADIO	97.95			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		REPAIR RADIO		101 4124-87092-000	REPAIR RADIOS	97.95
		=== VENDOR TOTALS ===	197.72			
=====						
01-03001	CAMPBELL KNUTSON					
I-200908191955		JULY/09 LEGALS	630.70			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		JULY/09 LEGALS		101 4114-80200-000	LEGAL FEES	630.70
		=== VENDOR TOTALS ===	630.70			
=====						
01-03117	CITY OF LITTLE CANADA					
I-200908181950		2ND QTR BLDG INSPECTOR	7,500.00			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		2ND QTR BLDG INSPECTOR		101 4117-81210-000	BUILDING INSPECTORS	7,500.00
		=== VENDOR TOTALS ===	7,500.00			
=====						
01-03527	DELEGARD TOOL COMPANY					
I-407199		SHOP TOOLS	241.13			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		SHOP TOOLS		101 4131-70110-000	SUPPLIES	241.13
		=== VENDOR TOTALS ===	241.13			
=====						
01-03550	DOCUMENT RESOURCES					
I-224792		LASER PRINTER CHECKS	1,099.88			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		LASER PRINTER CHECKS		101 4113-70100-000	SUPPLIES	1,099.88
		=== VENDOR TOTALS ===	1,099.88			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-04000	EHLERS AND ASSOCIATES					
I-340095		TIF 1-3 ADMIN EXPS	570.00			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		TIF 1-3 ADMIN EXPS		414 4414-89000-000	MISC:TIF ADMIN FEES RAMS	570.00
-----						
I-340096		ANNUAL TIF REPORT/ADMIN	2,042.50			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		ANNUAL TIF REPORT/ADMIN		412 4412-89000-000	MISC: TIF ADMIN FEES RAM	680.84
		ANNUAL TIF REPORT/ADMIN		413 4413-89000-000	MISC:TIF ADMIN FEES RAMS	680.83
		ANNUAL TIF REPORT/ADMIN		414 4414-89000-000	MISC:TIF ADMIN FEES RAMS	680.83
		=== VENDOR TOTALS ===	2,612.50			
=====						
01-04084	FIRE EQUIPMENT SPECIALTIES					
I-6262		2 HELMETS FOR FIRE FIGHTERS	526.46			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		2 HELMETS FOR FIRE FIGHTERS		402 4402-91000-000	MACHINERY & EQUIPMENT	526.46
		=== VENDOR TOTALS ===	526.46			
=====						
01-05440	LOFFLER COMPANIES, INC					
I-1039375		8/22 TO 11/21 COPIER MAINT	609.26			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		8/22 TO 11/21 COPIER MAINT		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	609.26
		=== VENDOR TOTALS ===	609.26			
=====						
01-05198	MACQUEEN EQUIPMENT INC					
I-2094727		3 SWEEPER BROOMS	418.22			
8/18/2009	APBNK	DUE: 8/18/2009 DISC: 8/18/2009		1099: N		
		3 SWEEPER BROOMS		602 4602-83025-000	SWEEPER PARTS/SUPPLIES	418.22
		=== VENDOR TOTALS ===	418.22			
=====						
01-05555	MEDICS TRAINING					
I-8633		EMT/1ST RESPONDER INSERVICE	525.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		EMT/1ST RESPONDER INSERVICE		101 4124-86020-000	TRAINING	525.00
		=== VENDOR TOTALS ===	525.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05665	METROPOLITAN COUNCIL					
I-0000905878		SEPT/09 S.S.	37,543.37			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		SEPT/09 S.S.		601 4601-85060-000	METRO SEWER CHARGES	37,543.37
		=== VENDOR TOTALS ===	37,543.37			
=====						
01-05693	MIDWEST ASPHALT CORPORATION					
I-100901MB		ASPHALT PATCH	34.78			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		ASPHALT PATCH		101 4141-87120-000	FACILITIES & GROUND MAIN	34.78
		=== VENDOR TOTALS ===	34.78			
=====						
01-07543	MN FALL EXPO					
I-200908191951		REGISTRATION FALL EXPO	50.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		REGISTRATION FALL EXPO		101 4132-86100-000	CONFERENCES/EDUCATION/AS	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-05949	NFPA INTERNATIONAL					
I-200908191952		MEMBERSHIP	150.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		MEMBERSHIP		101 4124-86110-000	MEMBERSHIPS	150.00
		=== VENDOR TOTALS ===	150.00			
=====						
01-05973	NORTH SUBURBAN ACCESS CO.					
I-9-962		PROGRAMMING 2ND QTR(APR-JUNE)	270.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		PROGRAMMING 2ND QTR(APR-JUNE)		101 4116-85050-000	CABLE TV	270.00
		=== VENDOR TOTALS ===	270.00			
=====						
01-06446	NXKEM PRODUCTS					
I-107537		DEGREASER FOR LIFT STATION	872.09			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		DEGREASER FOR LIFT STATION		601 4601-70100-000	SUPPLIES	872.09
		=== VENDOR TOTALS ===	872.09			

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=====						
01-06065		OXYGEN SERVICE COMPANY				
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I-03119525		BREATHING AIR	56.79			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		BREATHING AIR		101 4124-70100-000	SUPPLIES	56.79
		=== VENDOR TOTALS ===	56.79			
=====						
01-06945		QWEST				
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I-200908191957		AUTO DIALER TELEPHONE S.S.	58.25			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		AUTO DIALER TELEPHONE S.S.		601 4601-85011-000	TELEPHONE - LANDLINE	58.25
		=== VENDOR TOTALS ===	58.25			
=====						
01-05156		CHRISCELL RUDOLPH				
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I-200908191953		INSTRUCTOR- SPECIALTY	280.00			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		INSTRUCTOR- SPECIALTY		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	280.00
		=== VENDOR TOTALS ===	280.00			
=====						
01-06301		SAMS CLUB DISCOVER CARD				
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I-200908181947		ICE CREAM SOCIAL SUPPLIES/GAR	1,028.83			
8/18/2009	APBNK	MANUAL CK# 075283 8/17/2009		1099: N		
		ICE CREAM SOCIAL SUPPLIES		101 4116-89010-000	SPECIAL EVENTS	482.44
		GARAGE DOOR REPAIRS		101 4131-87010-000	CITY HALL MAINTENANCE	546.39
		=== VENDOR TOTALS ===	1,028.83			
=====						
01-05110		SRF CONSULTING GROUP INC				
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I-6809-3		STREETSCAPE PLANNING	1,132.86			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		STREETSCAPE PLANNING		412 4412-81910-000	CONSULTING-STREETSCAPE	1,132.86
		=== VENDOR TOTALS ===	1,132.86			
=====						
01-05249		STORK TWIN CITY TESTING CORPOR				
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I-91226-IN		STORK TWIN CITY TESTING CORPO	432.31			
8/19/2009	APBNK	DUE: 8/19/2009 DISC: 8/19/2009		1099: N		
		STORK TWIN CITY TESTING CORPOR		419 4419-92030-000	CITY HALL PARKING LOT	432.31
		=== VENDOR TOTALS ===	432.31			



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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-06525  SUBURBAN ACE HARDWARE

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I-200908191954  TOOLS AND GAS CAP  171.62
8/19/2009  APBNK  DUE: 8/19/2009 DISC: 8/19/2009  1099: N
TOOLS AND GAS CAP  101 4131-70110-000  SUPPLIES  171.62

=== VENDOR TOTALS ===  171.62

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01-00878 US BANCORP

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I-200908181948  SCANNER SUPPLIES/MEETING EXPS  53.03
8/18/2009  APBNK  MANUAL  CK# 075253 8/07/2009  1099: N
SCANNER SUPPLIES  101 4112-70100-000  SUPPLIES  45.95
MEETING WITH MAYOR EXPS  101 4111-70100-000  SUPPLIES  7.08

=== VENDOR TOTALS ===  53.03

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01-07901 WASTE MANAGEMENT- BLAINE

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I-5145778-0500-5  AUG/09 RECYCLING RESIDENTIAL  1,858.45
8/19/2009  APBNK  DUE: 8/19/2009 DISC: 8/19/2009  1099: N
AUG/09 RECYCLING RESIDENTIAL  206 4206-82030-000  RECYCLING CONTRACTS  1,858.45

=== VENDOR TOTALS ===  1,858.45

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01-05870 XCEL ENERGY

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I-200908181949  ELECTRICITY  2,361.88
8/18/2009  APBNK  DUE: 8/18/2009 DISC: 8/18/2009  1099: N
ELECT - GAZEBO  101 4141-85020-000  ELECTRIC/GAS  16.76
ELECT  101 4132-85020-000  STREET LIGHTING  9.28
ELECT  101 4132-85020-000  STREET LIGHTING  9.28
ELECT  101 4132-85020-000  STREET LIGHTING  131.46
ELECT  101 4132-85020-000  STREET LIGHTING  2,081.45
ELECT  101 4132-85020-000  STREET LIGHTING  47.27
ELECT  101 4141-85020-000  ELECTRIC/GAS  9.28
ELECT  101 4141-85020-000  ELECTRIC/GAS  44.72
ELECT  101 4132-85020-000  STREET LIGHTING  12.38

=== VENDOR TOTALS ===  2,361.88

=== PACKET TOTALS ===  69,790.33

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federal withholdings  5745.86
state withholdings    964.84
Pera                  2388.65
icma                   427.00
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79,316.68

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August Statement for activity from Jul. 04, 2009 through Aug. 04, 2009  
 CITY OF FALCON HEIGHT , JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545  
 BUS 56 8 02 Page 1 of 1

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

Account # [REDACTED]

Activity Summary

Previous Balance.....	\$1,679.33
Payments and Credits.....	\$1,679.33
Purchases, Advances & Other Debits	\$53.03
FINANCE CHARGES.....	\$0.00
New Balance.....	\$53.03

Credit and Payment Information

Credit Line.....	\$24,000.00
Available Credit.....	\$23,946.97
Minimum Payment Due (Current Month)...	\$10.00
Minimum Payment Due (Past Due).....	\$0.00
Total New Minimum Payment Due.....	\$10.00
Payment Due Date.....	Aug. 24, 2009

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$53.03 by 08/24/09. 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>					
07/17	07/17	0292	PAYMENT THANK YOU.....	\$1,679.33 CR	-----
<b>Purchases, Advances, Debits</b>					
07/09	07/08	0026	COFFEE GROUNDS FALCON HEIGHT MN.....	\$7.08	Mtg w/ Mayor
07/09	07/08	8159	CDW GOVERNMENT 800-800-4239 IL.....	\$45.95	Scanner Supplies

Company Approval (This area for use by your company)

Signature/Approval: ok Jm 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	0.035589%	VARIABLE	\$0.00	12.99%	0.00%	N
PURCHASES	\$53.03	\$0.00	0.035589%	VARIABLE	\$0.00	12.99%	0.00%	Y
ADVANCES	\$0.00	\$0.00	0.057506%	VARIABLE	\$0.00	20.99%	0.00%	N

End of Statement

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1016	ABERNATHY, LISA A	R	8/12/2009	1,667.66	075254
1136	OLSON, ROLAND O	R	8/12/2009	709.72	075255
1142	HERZOG, PATRICK J	R	8/12/2009	400.07	075256
0034	KURHAJETZ, CLEMENT	R	8/12/2009	158.09	075257
0066	HERNANDEZ, ALFRED	R	8/12/2009	86.31	075258
0074	ALLEN, MARK J	R	8/12/2009	19.05	075259
0086	HINRICHS, RICHARD H	R	8/12/2009	118.73	075260
0095	POESCHL, MICHAEL J	R	8/12/2009	206.24	075261
0097	GAFFNEY, PATRICK	R	8/12/2009	190.17	075262
0104	VANN, VINCENT A	R	8/12/2009	125.20	075263
0105	FEHRENBACH, ANTON M	R	8/12/2009	203.52	075264
0112	LESKE, CHRIS M	R	8/12/2009	90.72	075265
0117	EISCHEN, RONALD B	R	8/12/2009	109.76	075266
0119	WICK, JEFFREY M	R	8/12/2009	85.58	075267
0120	HAWTHORNE, ROCHELLE L	R	8/12/2009	188.73	075268
0122	RADIC, CHRISTOPHER M	R	8/12/2009	93.13	075269
2172	ARCAND, MICHAEL W	R	8/12/2009	166.40	075270
1032	PITTMAN, JOSHUA D	R	8/12/2009	243.82	075271
1145	SCARDIGLI, ANTHONY N	R	8/12/2009	580.85	075272
1030	PITTMAN, TIMOTHY J	R	8/12/2009	1,725.97	075273
2129	SKUNDBERG, KIRSTEN M	R	8/12/2009	307.07	075274
2134	PITLIK, MATTHEW C	R	8/12/2009	40.41	075275
2148	BENSON, LEANN M	R	8/12/2009	156.19	075276
2164	MILLER, ALLISON	R	8/12/2009	396.38	075277
2173	EWAN, EMILY N	R	8/12/2009	58.18	075278
2179	GRIFFIN, BRANDON M	R	8/12/2009	641.34	075279
2180	SCHAEFER, GARRETT J	R	8/12/2009	451.73	075280
2181	GUNDERSON, ELIZABETH A	R	8/12/2009	504.84	075281
2183	STEINER, CHARLES R	R	8/12/2009	377.36	075282

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

PAY PERIOD ENDING 8/15/2009  
 DIRECT DEPOSIT EFFECTIVE DATE 8/12/2009

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	
01-1136	ROLAND O OLSON	2,480.15
01-1038	DEBORAH K JONES	1,100.00
01-0040	KEVIN ANDERSON	1,672.03
01-0085	DANIEL S JOHNSON-POWERS	101.18
01-0087	MICHAEL A MCKAY	76.59
01-0101	DALE E HUFF	95.86
01-0106	SCOTT A TESCH	99.68
01-0121	JESSICA L ADAMS	19.05
01-1030	TIMOTHY J PITTMAN	36.04
01-1033	DAVE TRETSEVEN	300.00
01-1143	COLIN B CALLAHAN	1,465.21
		1,016.87

TOTAL PRINTED:

12

8,462.66

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

REGULAR CHECKS:	29	10,103.22
DIRECT DEPOSIT REGULAR CHECKS:	12	8,462.66
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
		-----
TOTAL CHECKS:	41	18,565.88

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

\*\* END OF REPORT \*\*

**CONSENT F2**  
**8/26/09**

**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.

- ARI Mechanical Services, Inc.

**ITEM:** Award Bid for Sanitary Sewer Main Lining

**SUBMITTED BY:** Tim Pittman, Public Works and Parks Director

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

**BACKGROUND**

The majority of the city's sanitary sewer mains were constructed in the late 1950's and early 1960's utilizing clay tile pipe. Over time the joint materials have failed allowing root intrusion. The pipe is also susceptible to cracking and construction damage. The sanitary sewer budget includes funding for sanitary sewer main lining program to extend the life of our sanitary sewers by 50 years or more. This technology essentially install a new resin pipe inside the old clay tile sewer main without digging up city streets, which results in minimal disruption to residents during construction. The liner pipe is inserted into the sewer through existing manholes and cured in place with a heat process. Any given segment is usually completed in one working day. Service line connections are reopened using a robotic cutter and remote cameras. During the process, existing flows are bypass pumped. This technology has been proven over the past 20+ years, and costs have become competitive with open cut replacement. This technology also prevents infiltration of groundwater into the system and can help prevent the City from being surcharged for excess inflow/infiltration.

Staff assembled a specification and advertised for bids for 381 linear feet of main lining in an area identified as having root intrusion problems. Bids were opened on August 7, 2009 at 9:00 AM.

We received two bids for the 2009 Sanitary Sewer Main Lining Project.

Veit & Company, Inc.	\$13,704.00
Visu-Sewer, Inc.	\$14,366.00

The 2009 sanitary sewer budget originally included \$2,000 for sewer lining. Due to an increase in damaged areas, which is causing sewer backups, staff is recommending that unused money in other areas of the sanitary sewer budget be used at this time to mitigate these troubled areas. By tapping into these unused funds, there is sufficient money to award the project to the lowest bidder.

**ACTION REQUESTED**

Staff recommends awarding a bid for the 2009 Sanitary Sewer Main Lining Project in the amount of \$13,704.00 to Veit & Company, Inc., of Rogers, Minnesota.

**ITEM: Resolution Amending 1999A G.O. Debt Levy Schedule**

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

**EXPLANATION:**

In 1999, the City of Falcon Heights issued general obligation debt to pay for various street improvement projects. The original resolution authorizing the sale of these bonds specified what years the debt payments would appear on property tax rolls. Historically, the city used reserves from the Infrastructure Fund to pay these debt obligations instead of collecting money through the annual property tax levy. Beginning in 2009, the city began levying for a part of these payments in the amount of \$96,129.

The last payment on these bonds is due in 2010. Apparently there was an error in the way the original resolution was structured and precludes the city from levying this debt payment on the 2010 property taxes, even though a debt payment is required. Staff has been working with bond counsel and Ramsey County to develop an amended resolution that will allow the city to levy this bonded debt.

By approving this resolution, the city council is not locking in a levy for taxes payable in 2010. During the budget process, the city council will decide whether to include all or part of the debt payment on the property tax levy. If the council chooses not to levy for this debt payment, another source of funds will need to be identified.

**ACTION REQUESTED:**

Staff recommends that the Falcon Heights City Council adopt the attached resolution amending the 1999A General Obligation Debt Levy Schedule.

CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION  
August 26, 2009  
No. 09-07

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**RESOLUTION AMENDING RESOLUTION NO. 99-15 AUTHORIZING ISSUANCE,  
AWARDING SALE, PRESCRIBING THE FORM AND DETAILS AND PROVIDING  
FOR THE PAYMENT OF \$1,580,000 GENERAL OBLIGATION IMPROVEMENT  
BONDS, SERIES 1999A**

A. WHEREAS, by Resolution No. 99-15, duly adopted by the City Council on May 26, 1999 (the "Bond Resolution"), the City Council of the City of Falcon Heights, Minnesota (the "City"), issued its \$1,580,000 General Obligation Improvement Bonds, Series 1999A, dated June 1, 1999 (the "Bonds"), which were issued to finance the 1999 NE Quadrant street improvements project (the "Project"); and

B. WHEREAS, Section 6 of the Bond Resolution covenanted taxes would be levied in the years 1998 through 2008; and

C. WHEREAS, the City proposes to levy taxes in 2009 in the amount of \$124,584.00 and hereby determines that the Bond Resolution must be amended to reflect the 2009 tax levy.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Falcon Heights, Ramsey County, Minnesota, as follows:

1. Section 6 of the Bond Resolution is amended to include an ad valorem tax levy in the amount of \$124,584.00 to be levied in 2009 and collected in 2010.

2. The Administrator is hereby directed to file a certified copy of this resolution with the County Auditor of Ramsey County, Minnesota, together with such other information as the County Auditor shall require, and to obtain the County Auditor's Certificate that the tax levy required by law has been made.

3. Except as hereby amended, all other terms and conditions of the Bond Resolution shall remain in full force and effect.

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Moved by:

Approved by: \_\_\_\_\_

Peter Lindstrom, Mayor  
August 26, 2009

LINDSTROM            \_\_\_ In Favor

KUETTEL

Attested by: \_\_\_\_\_

HARRIS                \_\_\_ Against

Justin Miller, Administrator  
August 26, 2009

LONG

MERCER-TAYLOR



**ITEM:** Approve resolution receiving assessment roll and setting assessment hearing date for the project to be assessed in 2009

**SUBMITTED BY:** Deb Bloom, City Engineer

At the August 12, 2009, regular City Council meeting, the Council ordered the preparation of the assessment roll 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.

The next step in the statutory assessment process is for the Council to adopt a resolution setting a hearing date for the assessments. It is recommended that assessment hearing be held at the regular meeting on Wednesday, September 23, 2009.

It is the City's policy to assess a portion of street reconstruction costs. The City follows the requirements of Chapter 429 of state statute for the assessment process. The proposed assessment roll has been prepared in accordance with Falcon Heights's assessment policy and is consistent with the recommendations in the feasibility report prepared for this project. Once the Preliminary Assessment Roll has been prepared, the next step in the process is to hold a public hearing.

After the Public Hearing, the City Council adopts the assessment roll making it final. The City allows for a 30-day pre-payment period after the roll adoption. 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**

The final assessment roll has been prepared in accordance with Falcon Heights's assessment policy and as outlined in the project feasibility report. The preliminary assessment roll is attached and will be presented in detail at the assessment hearing for this project.

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 final assessment roll has been prepared in accordance with Falcon Heights's assessment policy and as outlined in the project feasibility report. The preliminary assessment roll is attached and will be presented in detail 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 receiving assessment roll and setting assessment hearing date for September 23, 2009 for City Project 09-10.

CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION  
August 26, 2009  
No. 09-08

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**RESOLUTION RECEIVING PROPOSED SPECIAL ASSESSMENT ROLL FOR  
P-09-10 MILL AND OVERLAY PROJECT  
AND PROVIDING FOR HEARINGS**

WHEREAS, by a resolution passed by the council on August 12, 2009, the City Administrator was directed to prepare a proposed assessment roll of the cost for City Project 09-10, the reconstruction of the street by the repair of curb and gutter, bituminous mill and overlay, and necessary appurtenances; and  
WHEREAS, the City Administrator has notified the council that such proposed assessment has been completed and filed in his office for public inspection,  
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

1. A hearing shall be held on the 23rd day of September, 2009 in the city hall at 7:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Administrator, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the County Auditor the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

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Moved by:

Approved by: \_\_\_\_\_

Peter Lindstrom, Mayor  
August 26, 2009

LINDSTROM            \_\_\_\_\_ In Favor  
KUETTEL  
HARRIS                \_\_\_\_\_ Against  
LONG  
MERCER-TAYLOR

Attested by: \_\_\_\_\_

Justin Miller, Administrator  
August 26, 2009

**09-10 2009 Mill and Overlay Project  
Pending Assessment Roll  
08/26/09**

<b>Total assessable project cost</b>	\$	196,756.15
<b>Total Frontage (feet)</b>		4552.18 feet
<b>Assessment Rate (100%)</b>	\$	43.22
<b>Assessment Rate (60%)</b>	\$	25.93
<b>Assessment Rate (40%)</b>	\$	17.29

Parcel ID	Street Address	Frontage	40%	60%	100%	Assessment	Notes
162923330036	0 Prior Avenue	0.00	40%			\$ -	Common Lot
162923330028	1741 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330035	1742 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330029	1743 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330034	1744 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330030	1745 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330033	1746 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330031	1747 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330032	1748 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
16292333038	1749 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330037	1750 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330039	1751 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330040	1752 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330042	1753 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330041	1754 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330043	1755 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330044	1756 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330046	1757 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330045	1758 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330047	1759 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162329330048	1760 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330050	1783 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330049	1784 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330051	1785 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923330052	1786 MAPLE COURT	9.79	40%			\$ 169.29	((175+60)/24)
162923410013	1665 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410014	1655 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410015	1645 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410016	1635 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410017	1625 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410018	1615 GARDEN AVE	96.00	40%			\$ 1,659.74	
162923410019	1609 GARDEN AVE	85.55	40%			\$ 1,479.07	30 setback
162923410020	1603 GARDEN AVE	65.32	40%			\$ 1,129.31	30 setback
162923410021	1597 GARDEN AVE	66.24	40%			\$ 1,145.22	30 setback
162923410022	1591 GARDEN AVE	100.04	40%			\$ 1,729.59	corner -long side
162923410023	1607 MAPLE KNOLL DR	160.00	40%			\$ 2,766.23	corner -long side
162923410024	1616 GARDEN AVE	105.00	40%			\$ 1,815.34	
162923410025	1626 GARDEN AVE	105.00	40%			\$ 1,815.34	
162923410026	1636 GARDEN AVE	105.00	40%			\$ 1,815.34	
162923410027	1646 GARDEN AVE	105.00	40%			\$ 1,815.34	
162923410028	1656 GARDEN AVE	105.00	40%			\$ 1,815.34	corner- long side
162923440001	1592 MAPLE KNOLL DR	0.00	40%			\$ -	corner-short side
162923440002	1604 MAPLE KNOLL DR	82.24	40%			\$ 1,421.84	30 setback
162923440003	1610 MAPLE KNOLL DR	100.00	40%			\$ 1,728.90	
162923440004	1618 MAPLE KNOLL DR	100.00	40%			\$ 1,728.90	
162923440005	1628 MAPLE KNOLL DR	0.00	40%			\$ -	corner- short side
162923440006	1615 MAPLE KNOLL DR	105.00	40%			\$ 1,815.34	
162923440007	1633 MAPLE KNOLL DR	105.00	40%			\$ 1,815.34	
162923440008	1643 MAPLE KNOLL DR	105.00	40%			\$ 1,815.34	
162923440009	1653 MAPLE KNOLL DR	105.00	40%			\$ 1,815.34	
162923440010	1659 MAPLE KNOLL DR	105.00	40%			\$ 1,815.34	corner- long side
162923440033	1660 MAPLE KNOLL DRIVE	0.00	40%			\$ -	corner- short side
162923440034	1642 MAPLE KNOLL DR	0.00	40%			\$ -	corner- short side
162923440068	1654 MAPLE KNOL DR	95.00	40%			\$ 1,642.45	
162923440069	1801 FRY ST	101.00	40%			\$ 1,746.19	
162923330021	1755 PRIOR AVE N	145.00		60%		\$ 3,760.35	
162923330020	1781 PRIOR AVE N	286.98		60%		\$ 7,442.38	
162923340078	2025 LARPEN TEUR AVE W	327.15		60%		\$ 8,484.13	
162923340080	2025 LARPEN TEUR AVE W	403.57		60%		\$ 10,465.96	
162923340094	2025 LARPEN TEUR AVE W	387.86		60%		\$ 10,058.54	
162923430001	University of Minnesota	185.23			100%	\$ 8,006.09	
	<b>Total Frontage</b>	<b>4552.18</b>				<b>\$ 96,909.90</b>	

**Project 09-10**

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

**Project Financing Summary**

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

\*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

<b>Total Non- assessable costs</b>	<b>\$ 244,509.61</b>	<b>\$ 150,173.63</b>
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**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

<b>Total Special Assessments</b>	<b>\$ 114,071.09</b>	<b>\$ 96,909.90</b>
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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
<b>Total</b>	<b>\$ 476,108.13</b>	<b>\$ 346,929.78</b>