

**CITY OF FALCON HEIGHTS**  
**Regular Meeting of the City Council**  
**City Hall**  
**2077 W. Larpenteur Ave.**

**September 22, 1999**  
**AGENDA**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:       GEHRZ \_\_\_ GIBSON TALBOT \_\_\_ HUSTAD \_\_\_  
                          JACOBS \_\_\_ KUETTEL \_\_\_ HOYT \_\_\_  
                          ATTORNEY \_\_\_ ENGINEER \_\_\_

C. COMMUNITY FORUM

D. APPROVAL OF MINUTES: September 8, 1999

E. PUBLIC HEARING: None

F. CONSENT AGENDA:

1. General disbursement through 9/17/99, \$93,134.45  
   Payroll, 9/1/99 to 9/15/99, \$9,598.90
2. Licenses
3. Consideration of a pay increase for the city administrator
4. Accept resignation of Carol Kriegler, Director of Parks, Recreation and  
   Public Facilities
5. Approval of election judges for the November city election

*Attendum →* 6. *Purchase of computer & printer*  
G. POLICY AGENDA

1. Consider Resolution 99-22 continuing participation in the Local Housing  
   Incentives Account Program under the Metropolitan Livable Communities  
   Act
2. Consideration of a proposal to do a financial study on redevelopment

H. INFORMATION AND ANNOUNCEMENTS:

I. ADJOURN

**DRAFT**

City of Falcon Heights  
Regular Meeting of the City Council  
8 September 1999

Mayor Sue Gehrz called the meeting to order at 7:00 P.M.

PRESENT: Gehrz, Gibson Talbot, Hustad, Kuettel and Jacobs. Administrator Hoyt was also present.

COMMUNITY FORUM:

There was no one present to speak at the community forum.

WORKSHOP NOTES AND MINUTES OF SEPTEMBER 1, 1999

The workshop notes of September 1 and the minutes of the September 1 city council meeting were approved.

CONSENT AGENDA:

Councilmember Kuettel moved approval of the consent agenda. The motion passed unanimously.

1. General disbursements
2. Licenses

POLICY AGENDA:

**Consideration of Resolution 99-20 adopting the proposed 2000 general fund budget of \$1,269,116 and certified levy of \$615,904**

Councilmember Gibson Talbot moved Resolution 99-20 adopting the proposed 2000 general fund budget of \$1,269,116 and certifying a levy of \$615,904. The motion passed unanimously.

**Resolution eliminating the position of fire marshal**

Councilmember Jacobs moved resolution 99-21 eliminating the position of fire marshal in the 2000 budget. The motion passed unanimously.

Page 2  
City Council Minutes  
September 8, 1999

**Scheduling the Truth-in-Taxation public hearing on the 2000 budget and tax levy and related tax rate for Monday, December 6, 1999 at 7:00 P.M.**

Councilmember Hustad moved to schedule the Truth-In-Taxation public hearing for December 6 at 7:00 PM including cancellation of the regular December 8, 1999 council meeting. The motion passed unanimously.

The meeting was adjourned at 7:40 P.M.

Respectfully submitted,

Susan Hoyt  
City Administrator

CONSENT 1  
Meeting Date: 9/22/99

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through 9/17/99, \$93,134.45
2. Payroll, 9/1/99 to 9/15/99, \$9,598.90

ACTION REQUESTED: Approval

(1)

APPROVAL OF BILLS  
PERIOD ENDING: 9-17-99

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	USWEST COMMUNICATIONS	TELE TO 9/1	-----	612.52
	*** TOTAL FOR DEPT 00			612.52
	AMERICAN OFFICE PRODUCTS	3 PRINTER CARTRIDGES	ADMINIST	96.16
38036	US BANCORP	MISC SUPPLIES	ADMINIST	95.66
38036	US BANCORP	EXPRESS MAIL	ADMINIST	11.75
	FBN, INC	VIRUS REMOVAL ON NETWORK	ADMINIST	212.50
38037	MN DEPARTMENT OF REVENUE	9/15 ST WITHHOLDINGS	ADMINIST	619.62
38038	PERA	9/15 PERA WITHHOLDINGS	ADMINIST	1,198.04
	RAMSEY COUNTY	9/99 INS PREMIUMS	ADMINIST	3,129.50
	*** TOTAL FOR DEPT 12			5,363.23
	CAMPBELL KNUTSON	LEGAL	LEGAL	304.79
	*** TOTAL FOR DEPT 14			304.79
	COPY-RIGHT OF SNELLING	DOOR HANGERS/50TH DANCE	COMMUNIC	212.85
	MIKE ECKBERG	50TH DOOR HANGERS DELIVE	COMMUNIC	200.00
	INSTY-PRINTS PLUS	BUSINESS CARDS-K.CIERNIA	COMMUNIC	56.62
	FASTSIGNS	STREET DANCE SIGNS	COMMUNIC	69.87
	*** TOTAL FOR DEPT 16			539.34
	DAHLGREN SHARDLOW & UBAN	PROJECT 10501-SCHOOL	PLANNING	728.98
	*** TOTAL FOR DEPT 17			728.98
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	36.76
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	39.63
	FIRE EQUIPMENT SPECIALTIE	ELECTRIC CHARGE CORDS	FIRE FIG	34.85
	FIRE EQUIPMENT SPECIALTIE	10 MMR FACEPIECE/NECK ST	FIRE FIG	244.95
	FIRE EQUIPMENT SPECIALTIE	1 MMR FACEPIECE/NECK STR	FIRE FIG	29.85
	JANKE, KATHLEEN	CLEANING SERVICE	FIRE FIG	80.00
	KURHAJETZ, CLEM	REIMB SUPPLIES-FIRE DEPT	FIRE FIG	91.55
	MN STATE FIRE DEPT. ASSOC	MEMBERSHIP	FIRE FIG	150.00
	OXYGEN SERVICE COMPANY	AIR/OXYGEN	FIRE FIG	45.00
	AIRTOUCH CELLULAR	CELLPHONE-LADDER TRK	FIRE FIG	8.06
	USWEST COMMUNICATIONS	TELE TO 9.1	FIRE FIG	182.24
	*** TOTAL FOR DEPT 24			942.89
	BROWNING-FERRIS IND.	9/99 WASTE REMOVAL	CITY HAL	209.71
	GLENWOOD INGLEWOOD	COOLER RENTAL	CITY HAL	9.00
	GRAINGER, W. W., INC.	U.S. FLAG	CITY HAL	39.42
	OXYGEN SERVICE COMPANY	TANK RENTAL	CITY HAL	9.00
	*** TOTAL FOR DEPT 31			267.13
	ALLIED BLACKTOP CO.	SEALCOATING-NORTHOME	STREETS	17,593.88
	BROSI SIGN SYTEMS INC	WELCOME ST FAIR SIGN	STREETS	102.24
	GOPHER STATE ONE-CALL	LOCATES-NO PARKING SIGNS	STREETS	124.25
	NSP	ELECT TO 9/1	STREETS	8.66
	*** TOTAL FOR DEPT 32			17,829.03
	HOWARD R GREEN COMPANY	SIDEWALK ISSUES	ENGINEER	495.00
	HOWARD R GREEN COMPANY	SEAL COATING ISSUES	ENGINEER	369.50
	HOWARD R GREEN COMPANY	F.H. GENERAL SVCS	ENGINEER	576.40
	HOWARD R GREEN COMPANY	LINDIG ISSUES	ENGINEER	300.00

APPROVAL OF BILLS  
 PERIOD ENDING: 9-17-99

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	HOWARD R GREEN COMPANY	MSA ST INVEST.	ENGINEER -	10.60
	*** TOTAL FOR DEPT 33			1,751.50
	GREEN VALLEY NURSERY	1 MAPLE TREE	TREE PRO	58.58
	*** TOTAL FOR DEPT 34			58.58
	GIBBS LAWN, INC.	FERTILIZER APPLICATIONS	PARK & R	668.39
	ICMA RETIREMENT TRUST 457	9/99 MAERTZ	PARK & R	100.00
	ICMA RETIREMENT TRUST 457	9/99 TRETSVAN	PARK & R	100.00
	MN STATE HORTICULTURAL SO	MAERTZ MEMBERSHIP	PARK & R	25.00
	ON SITE SANITATION	PORTABLE TOILET	PARK & R	68.65
	USWEST COMMUNICATIONS	TELE TO 9/10	PARK & R	65.12
	*** TOTAL FOR DEPT 41			1,027.16
	KINKO'S INC.	SOCCER FLYERS	PARK PRO	61.28
	*** TOTAL FOR DEPT 50			61.28
	METROPOLITAN COUNCIL	10/99 S.S.	SANITARY	28,644.74
	*** TOTAL FOR DEPT 75			28,644.74
	AIRTOUCH CELLULAR	CELL PHONES -AMBULANCES	RESCUE S	15.11
	*** TOTAL FOR DEPT 76			15.11
	CITY OF ST PAUL	LOWER WATER SVC LINES	NE QUAD	14,562.38
	HOWARD R GREEN COMPANY	NE QUAD STREET RECONSTRU	NE QUAD	20,425.79
	*** TOTAL FOR DEPT 86			34,988.17
	*** TOTAL FOR BANK 01			93,134.45
	*** GRAND TOTAL ***			93,134.45

2

PERIOD END DATE 09/15/99  
SYSTEM DATE 09/14/99

\*\*FILE NOT UPDATED\*\*

PAGE 1

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	9 14 99	32 RAYMOND BROWN	29701	36.76
COM	9 14 99	34 CLEMENT KURHAJETZ	29702	67.01
COM	9 14 99	35 LEO LINDIG	29703	47.28
COM	9 14 99	40 KEVIN ANDERSON	29704	63.81
COM	9 14 99	42 MICHAEL D. CLARKIN	29705	112.34
COM	9 14 99	60 TERRY D. IVERSON	29706	13.80
COM	9 14 99	63 RACHELLE L. MARVIN	29707	38.23
COM	9 14 99	66 ALFRED HERNANDEZ	29708	132.23
COM	9 14 99	70 JUSTIN T. NOVAK	29709	101.48
COM	9 14 99	73 JEREMY HUTCHISON	29710	145.74
COM	9 14 99	74 MARK J. ALLEN	29711	57.49
COM	9 14 99	75 JOSEPH P. KRAJEWSKI	29712	12.62
COM	9 14 99	76 STEVEN M. HOY	29713	89.58
COM	9 14 99	77 BARBARA J. LEMAY	29714	155.67
COM	9 14 99	79 MICHAEL D CLARKIN II	29715	54.95
COM	9 14 99	80 MARY K RIGNEY	29716	88.88
COM	9 14 99	81 LAUREL F SANDBERG	29717	48.08
COM	9 14 99	82 DUSTIN P THUNE	29718	119.62
COM	9 14 99	83 JAMES R RYLE SR	29719	6.47
COM	9 14 99	84 ALAN J JOHNSON	29720	39.19
COM	9 14 99	85 DANIEL S JOHNSON-POWERS	29721	81.21
COM	9 14 99	1002 SUSAN HOYT TAFF	29722	1402.91
COM	9 14 99	1003 TERRY IVERSON	29723	1078.55
COM	9 14 99	1005 CAROL KRIEGLER	29724	975.86
COM	9 14 99	1007 PATRICIA PHILLIPS	29725	962.31
COM	9 14 99	1013 WILLIAM MAERTZ	29726	1080.47
COM	9 14 99	1026 JASON CIERNIA	29727	41.56
COM	9 14 99	1033 DAVE TRETSEVEN	29728	820.82
COM	9 14 99	1089 KATHLEEN A. CIERNIA	29729	276.83
COM	9 14 99	1118 SHAWN M. STRONG	29730	83.11
COM	9 14 99	1136 ROLAND O. OLSON	29731	860.00
COM	9 14 99	1148 RACHAEL J SEVERSON	29732	29.09
COM	9 14 99	1168 RYAN P. LAVELLE	29733	155.91
COM	9 14 99	1173 ELIZABETH M. POSTIGO	29734	181.81
COM	9 14 99	1174 JAMES O ECKBERG	29735	137.23

COMPUTER CHECKS	9598.90
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

\*\*\*\*TOTALS\*\*\*\* 9598.90

CONSENT 2  
Meeting Date: 9/22/99

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

GENERAL CONTRACTOR

Phoenix Design & Construction #99-540

Leske Co. #99-541

REFUSE HAULER

Superior Services, Newport, MN #99-542

ACTION REQUESTED: Approval



CONSENT 3  
Date: 9/22/99

ITEM: Consideration of a pay increase for the city administrator

SUBMITTED BY: Mayor Gehrz

EXPLANATION/DESCRIPTION:

The council is being asked to approve a pay increase for the city administrator to \$62,000 a year effective August 15, 1999. This is a 3% increase plus thirteen dollars for a round number. The administrator's salary is adjusted in August of each year rather than in January.

ACTION REQUESTED:

Approved administrator's salary increase effective August 15, 1999.

CONSENT 4  
Date: 9/22/99

ITEM: Accept resignation of Carol Kriegler, Director of Parks,  
Recreation and Public Facilities

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The city council is being asked to accept the resignation of Carol Kriegler, the Director of Parks, Recreation and Public Facilities effective on September 30, 1999. Carol is leaving the city after eleven years to explore her own business. Carol began her work with the city as a 10% time recreation director and eventually took over the area of parks, recreation and public facilities at 75% time. The administrator is developing a position description to replace this position in conjunction with reassigning and restructuring the existing city staff.

ATTACHMENT:

1 Letter of resignation

ACTION REQUESTED:

Accept the resignation of Carol Kriegler, Director of Parks, Recreation and Public Facilities effective September 30, 1999.

September 14, 1999

Mayor Gehrz and City Council Members  
Susan Hoyt, City Administrator  
City of Falcon Heights  
2077 W. Larpenteur  
Falcon Heights, MN 55113

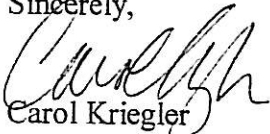
Dear Mayor Gehrz, Council Members, and Susan,

After considerable reflection and deliberation, I am submitting my resignation as the Director of Parks, Recreation and Public Facilities. My last day of work with the city will be September 30.

I am looking forward to dedicating myself to the exploration of new opportunities and challenges over the next few months. I am ready for change and eager to seek out and create new opportunities in which I will continue to grow personally and professionally. I feel strongly that the time is right and that my future is very bright.

Thank you for the opportunity to serve. Thank you for your constant support, confidence and encouragement. I will be forever touched by the spirit of this community.

Sincerely,

  
Carol Kriegler

9/22/99

ITEM: Approval of election judges for the November city election

SUBMITTED BY: Kathy Ciernia, Election Administrator

**EXPLANATION/DESCRIPTION:**

State statutes require that the city council formally approve the hiring of election judges. The following individuals have agreed to serve on November 2, 1999.

**Precinct One:**

Tai Shigaki

Carolyn Ritchie

Donna Reynolds (6am-2pm)

Pearle Gilbertson (6am-2pm)

Jane Dehlin (2pm-close)

Delaine Meyer (2pm-close)

**Precinct Two:**

Beverly Dobin

Dorothy Grittner

Mary McGuire

Florence Richards (6am-2pm)

Gladys Brown (6am-2pm)

Margaret Barrett (2pm-close)

Kathy Baldwin (2pm-close)

Emergency/On call:

Elizabeth Postigo, Sally Jernberg

**ACTION REQUESTED:** Approval of election judges.

ADDENDUM  
CONSENT 6  
Date: 9/22/99

ITEM: Purchase of a computer and printer

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The city council is being asked to approve the purchase of a computer and printer for the administrative offices. This will allow an upgrade for the parks public works maintenance worker and provide him a printer as well as upgrade the computer for the temporary and police use.

Computer	2721.75
CD Rom attachment	139.90
Printer	369.00
TOTAL	3,230.65

ACTION REQUESTED:

Approve purchase of computer and printer.

POLICY 1  
Date: 9/22/99

ITEM: Consider Resolution 99-22 continuing participation in -  
the Local Housing Incentives Account Program under  
the Metropolitan Livable Communities Act

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to consider a resolution continuing the city's participation in the Metropolitan Council's Livable Communities program. The program is designed to encourage cities to provide affordable housing through financial incentives. Since Falcon Heights is fully developed and has extensive affordable rental housing, the participation demonstrates support for the concept of affordable housing throughout the region. It does not cost the city anything to participate.

ATTACHMENT:

- 1 Resolution 99-22 continuing participation in the Livable Communities Program

ACTION REQUESTED:

Approve resolution 99-22.

CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION

Date: September 22, 1999

-----  
ELECTING TO CONTINUE PARTICIPATING IN THE LOCAL  
HOUSING INCENTIVES ACCOUNT PROGRAM UNDER THE  
METROPOLITAN LIVABLE COMMUNITIES ACT

WHEREAS, the Metropolitan Livable Communities Act (Minnesota Statutes 473.25 to 473.254) establishes a Metropolitan Livable Communities fund which is intended to address housing and other development issues facing the metropolitan area defined by Minnesota Statutes section 473.121; and

WHEREAS, the Metropolitan Livable Communities Fund, comprising the Tax Base Revitalization Account, the Livable Communities Demonstration Account and the Local Housing Incentive Account, is intended to provide certain funding and other assistance to metropolitan area municipalities; and

WHEREAS, a metropolitan area municipality is not eligible to receive grants or loans under the Metropolitan Livable Communities Fund or eligible to receive certain polluted sites cleanup funding from the Minnesota Department of Trade and Economic Development unless the municipality is participating in the Local Housing Incentives Account Program under the Minnesota Statutes section 473.254; and

WHEREAS, the Metropolitan Livable Communities Act requires the Metropolitan Council to negotiate with each municipality to establish affordable and life-cycle housing goals for that municipality that are consistent with and promote the policies of the Metropolitan Council as provided in the adopted Metropolitan Development Guide; and

WHEREAS, each municipality must identify to the Metropolitan Council the actions the municipality plans to take to meet the established housing goals through preparation of the Housing Action Plan; and

WHEREAS, the Metropolitan Council adopted, by resolution after a public hearing, negotiated affordable and life-cycle housing goals for each participating municipality; and

WHEREAS, a metropolitan area municipality which elects to participate in the Local Housing Incentives Account Program must do so by November 15 of each year;

NOW THEREFORE, BE IT RESOLVED THAT the City of Falcon Heights hereby elects to participate in the Local Housing Incentives Program under the Metropolitan Livable Communities Act during the calendar year 2000.

-----  
Moved by: \_\_\_\_\_

GEHRZ \_\_\_ In Favor  
GIBSON TALBOT  
HUSTAD \_\_\_ Against  
JACOBS  
KUETTEL

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

Mayor  
September 22, 1999  
Date

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

City Administrator  
September 22, 1999  
Date

ITEM: Consideration of a proposal to do a financial study on redevelopment

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The city council is being asked to consider a proposal to do a financial analysis of redevelopment scenarios on the southeast corner of Snelling and Larpenteur. The analysis would analyze the new value of any redevelopment proposal that would be necessary to actually support redevelopment on this corner. There are no redevelopment proposals for this site at this time and the city is not anticipating seeking any out in the near future. It will be useful to have some actual financial data on this to understand if the cost of redevelopment is currently prohibitive and under what circumstances, if any, redevelopment might pay for itself. This information will be a useful education for the city council and staff as well as for responding to developers when they approach the city. The firm being recommended, Ehlers, is experienced in this type of analysis as well as in working on a variety of redevelopment and development proposals from the city's perspective. Ehlers acquired Publicorps about three years ago, which substantially strengthened the firm's expertise in this area. The cost of this study, which will be a foundation for any future analyses, is \$1,500.

Goal 2. To maintain and promote the assets of the city's unique neighborhoods including commercial, residential and open space uses.

Strategy 6. Pursue community and economic development opportunities and business retention activities.

Action item. Explore opportunities to strengthen the business community including exploring the financial realities and planning concepts for the SE corner of Snelling and Larpenteur.

ATTACHMENTS:

1 Proposal from Ehlers

ACTION REQUESTED:

Explanation of proposal by Administrator.  
Discussion.  
Decide on whether or not to pursue proposal.



September 8, 1999



**EHLERS**  
& ASSOCIATES INC

Susan Hoyt, City Administrator  
City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113-5594

SEP 09 1999

Dear Susan,

Ehlers & Associates appreciates the opportunity to submit a proposal for financial advisory services for the City of Falcon Heights. Based on our discussion and the materials provided, it is our understanding that you are requesting the following:

1. Preparation of a model that will identify the value of the new development necessary to support acquisition of property on the southeast corner of Snelling and Larpenteur
2. Sample development scenarios illustrating the relative benefits of retail/office, retail/housing, retail only and housing only using alternative density options.

This work product will include the following base data:

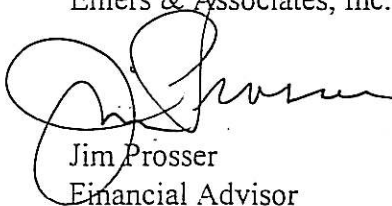
- The estimated market value of the present development.
- Projected values for various development options.
- Projected range of expected land sale proceeds for various development options.
- Projected tax revenues for various development options.
- Analysis of financing gaps between acquisition costs and tax increment proceeds.

The cost to provide this analysis and present the results at a meeting of the City Council would be \$1,500. It is expected that the City would provide information regarding the accepted densities and land uses for modeling purposes. We also understand that based on this initial phase of work additional services may or may not be requested.

Should you have any additional questions please do not hesitate to contact me.

Sincerely,

Ehlers & Associates, Inc.



Jim Prosser  
Financial Advisor

LEADERS IN PUBLIC FINANCE

Equal Opportunity Employer

Charter Member of the National Association  
of Independent Public Finance Advisors



Our experience can be seen in results. For the 24-month period from July 1, 1996 through June 30, 1998, Ehlers & Associates served as the financial advisor for the sale of *521 bond issues for local government in this region*. These financings demonstrate:

- Experience with all forms of debt available to Minnesota cities.
- Ability to issue bonds ranging in size from \$67,000 to \$393,000,000.
- Thorough knowledge of Minnesota statutes.
- Good working relationships with other "players" in Minnesota public finance: bond counsel, rating agency staff, underwriters, and registrars.

### ***Economic Development and Housing Finance***

Financial advisors are often viewed as "bond consultants," but debt is only one part of municipal finance. Ehlers & Associates provides services geared to meet the wide range of financial issues facing local government.

Local financial resources often play a role in economic development. Ehlers' staff brings the experience gained from participation in hundreds of development projects. This experience covers all forms of development and all types of public participation. Ehlers helps you assemble the pieces of the puzzle—determining need, assessing risk, evaluating options, and making it happen.

*Tax increment financing (TIF)* serves as the primary development finance tool for many cities. No one knows TIF better than Ehlers! Ehlers & Associates has more experience in the use of tax increment financing than any other financial advisory firm. Ehlers TIF qualifications include:

- Ehlers staff has participated in more than 800 projects requiring the creation, modification and use of tax increment financing districts.
- A seven-person TIF team focusing on the use of tax increment financing.
- A full-time TIF process coordinator.
- Preparation of annual state auditor reports and the co-development of TIF reporting software.
- Annual Publicorp Seminar on tax increment financing.

*Housing* is an essential ingredient of a livable community. As local government plays a growing role in housing, Ehlers can help you find effective solutions to your housing needs. Our housing experience includes creating new housing opportunities, providing affordable housing, and maintaining the existing housing stock.

### ***Fiscal Planning***

*Planning* is often tied to the physical aspects of community development. Financial planning is equally important. Ehlers links plans and finance to create solutions that work. We provide a variety of planning services. Strategic planning defines a vision for the future and action steps needed to achieve your vision. Financial planning looks at the future implications of capital improvements and operating budgets. Development planning evaluates the fiscal impacts of downtown redevelopment, annexation, merger and other development plans.

The remainder of this section contains a list of Ehlers' services for your reference and review.



## James D. Prosser

Financial Advisor  
  
University of  
Illinois, Bachelor  
of Arts, Political  
Science  
  
Syracuse  
University,  
Master of Public  
Administration

### EXPERIENCE

- Over 25 years city management experience in cities in Illinois and Minnesota.
- Assisted in the development of nationally recognized housing reinvestment programs.
- Coordinated planning, financing, design and implementation of major roadway construction, Village Hall, regional wastewater treatment plant, ice arena, public works maintenance facility and water supply systems.
- Supervised a wide variety of tax increment projects including retail, office, multi-housing and single family housing totaling over \$100 million.
- Assisted in the development of a variety of multi-jurisdictional local government services including; housing, human service planning, insurance (health and liability) and economic development.
- President Association of Metropolitan Municipalities, 1997-1998.

### SPECIAL EXPERTISE

- Strategic planning for housing and commercial redevelopment.
- Implementation strategies for redevelopment.
- Financial analysis of redevelopment proposals.
- Financial analysis of redevelopment proposals.
- Long term financial planning.
- Capital improvement planning and financing.
- Privatization studies and analysis.
- Performance measurement.
- Operational budgeting and financing.
- Cost of service studies.
- Annexation analysis.
- Development of public participation processes.
- Operational systems improvement studies.
- Development of business plans for public services.

### PROFESSIONAL MEMBERSHIPS

- International City Management Association
- Minnesota City Management Association
- Adjunct Faculty, Hamline University
- Past Chair, South Hennepin Human Services Agency
- Past President, Association of Metropolitan Municipalities

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                      ATTORNEY \_\_\_ ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: September 8, 1999 (Tab #1)
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. General disbursement through 9/17/99, \$93,134.45  
   Payroll, 9/1/99 to 9/15/99, \$9,598.90 (Tab #2)
  - 2. Licenses (Tab #3)
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   (Tab #8)
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- I. ADJOURN

***CITY OF FALCON HEIGHTS***  
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**September 22, 1999**  
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JACOBS \_\_ KUETTEL \_\_ HOYT \_\_  
ATTORNEY \_\_ ENGINEER \_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: September 8, 1999 (Tab #1)
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. General disbursement through 9/17/99, \$93,134.45  
Payroll, 9/1/99 to 9/15/99, \$9,598.90 (Tab #2)
  - 2. Licenses (Tab #3)
  - 3. Consideration of a pay increase for the city administrator (Tab #4)
  - 4. Accept resignation of Carol Kriegler, Director of Parks, Recreation  
and Public Facilities (Tab #5)
  - 5. Approval of election judges for the November city election  
(Tab #6)

G. POLICY AGENDA:

1. Consider Resolution 99-22 continuing participation in the Local Housing Incentives Account Program under the Metropolitan Livable Communities Act **(Tab #7)**
2. Consideration of a proposal to do a financial study on redevelopment **(Tab #8)**

H. INFORMATION AND ANNOUNCEMENTS:

I. ADJOURN