

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

August 4, 1999
AGENDA

- A. CALL TO ORDER: 6 p.m.
- B. ROLL CALL: GEHRZ ___ GIBSON TALBOT ___ HUSTAD ___
 JACOBS ___ KUETTEL ___ HOYT ___
 ATTORNEY ___ ENGINEER ___
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: July 14, 1999
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
 - 1. General disbursements through 7/30/99, \$485,397.53
Payroll, 7/1/99-7/15/99, \$13,959.00
Payroll, 7/16/99-7/31/99, \$14,531.37
 - 2. Licenses
 - 3. Approval of personnel outplacement services with PDI
 - 4. *Purchase of fire dept. Capital equipment*
- G. WORKSHOP
 - 1. Review of the draft 2000 budget goals
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

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- D. APPROVAL OF MINUTES: July 14, 1999 (Tab #1)
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Payroll, 7/1/99-7/15/99, \$13,959.00
Payroll, 7/16/99-7/31/99, \$14,531.37 (Tab #2)
 - 2. Licenses (Tab #3)
 - 3. Approval of personnel outplacement services with PDI (Tab #4)
- G. WORKSHOP
 - 1. Review of the draft 2000 budget goals (Tab #5)
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

DRAFT

CITY OF FALCON HEIGHTS
CITY COUNCIL MINUTES
14 July 1999

The meeting was called to order at 7:00 P.M. by Mayor Gehrz.

PRESENT: Gehrz, Gibson Talbot, Hustad, Kuettel, Administrator Hoyt

ABSENT: Jacobs

COMMUNITY FORUM:

There was no one wishing to take advantage of the community forum.

MINUTES OF JUNE 30, 1999

Minutes were approved by unanimous consent.

CONSENT AGENDA

Councilmember Gibson Talbot moved approval of the following consent agenda.

1. General disbursements and payroll
2. Acceptance of North Suburban Cable Commission Special Programming Grant
3. Request to approve sealcoating bid for Allied Blacktop
4. Consideration of resolution 99-17 regarding a variance from the Minnesota Department of Transportation (MNDOT) for Garden Avenue
5. Schedule for upcoming city council meetings
6. Awarding of contract for the 1999 sidewalk repairs

POLICY

Consideration of resolution 99-16 regarding the zoning on the area north of Lindig Street

Administrator Hoyt briefed the city council on the planning commission's recommendation regarding the development of the area north of Lindig Street. After two meetings and a survey of property owners, the planning commission recommended that the R-1 zoning be retained but that the council resolution adopted in February, 1999 be modified slightly. The resolution stated that the area north of Lindig Street as diagrammed would not be developed unless the entire area was addressed (not necessarily included in) the development and

that public access, storm drainage and sanitary sewer be provided. Hoyt explained that this effectively eliminates any single or small lot development of the area. Councilmember Hustad moved approval of resolution 99-16. The motion passed unanimously.

Request to work with citizens to approach the Minnesota State Fair regarding an off-leash dog walking area.

Mr. Steve Wikstrom of 1987 Garden Avenue explained that he was interested in having State Fair officials consider an off leash dog walking area in the Buffalo parking lot. Mr. Wikstrom asked the council to facilitate the request to the State Fair. Ms. Roxanne Wigen, a co-chair of ROMP, a Ramsey County group that promotes off-leash areas, described the work done with Ramsey County parks in developing two off leash sites. She provided resource ideas on how to deal with clean-up and dog fights, etc. Ms. Vera Wong, 1521 Asbury, explained that she currently let her dogs off-leash in the area north of Hoyt on the State Fairgrounds and found that the State Fair did not actively enforce its off-leash ordinance in this area. Ms. Sjostedt, 1860 North Snelling Drive, expressed her frustration over the city's policy of not permitting dogs in the city parks. She said that the agricultural field roads and public pathways were not a reasonable alternative. She supported the proposal for an off-leash area at the State Fair. Ms. Theresa Stead of Twin Cities REGAP (retired greyhounds as pets) described the special needs of caring for retired racing greyhounds. The council discussed the concept of off leash areas. Mayor Gehrz pointed out that the city had no control over the State Fairgrounds but could facilitate the discussion. The council directed the city administrator to start with an informal discussion between Mr. Wikstrom and State Fair officials.

Update on the rescue service (EMS) fund.

Mayor Gehrz explained that the city council was reviewing the city's options related to its BLS (basic life support) service because of the financial condition of the rescue (EMS) fund, which is designed to be supported by user fees. She said that the city currently had a dual response approach with the Falcon Heights BLS EMT's responding to those emergency medical calls that did not require the response of a St. Paul ALS (advanced life support) paramedic unit. Because the rescue service is losing money and has been over time, she said that the council needed to consider the alternative of having St. Paul ALS paramedics respond to all calls for service and charge the users rather than risk having the city use tax dollars to support the service. However, prior to making any determination on the future of the Falcon Heights BLS service, the council requested that the auditor do a thorough analysis of the current status of the fund and anticipate the

future and report back at a workshop with the city council, fire department, and staff. Administrator Hoyt explained that the auditor was proceeding with the analysis following the council's direction at the June 30, 1999 workshop. The additional cost is estimated at \$500 to \$1,000, which will be covered from the city's general fund, not out of the rescue (EMS) fund. Hoyt said that the auditor expected the report to be done in early August. A workshop would be scheduled once the report was completed.

Mayor Gehrz also brought up a letter that she received from First Assistant Fire Chief Shellie Marvin asking that a task force be established to discuss the future of the rescue (EMS) fund. Mayor Gehrz and councilmembers agreed that since this was not an issue surrounding the quality of either the Falcon Heights BLS or the St. Paul ALS EMS service and it was a financial decision, that it was the council's responsibility to make a decision on the financial ability of the city to continue the BLS service.

Mr. Jim Stock, 1818 West Larpenteur Avenue, asked if the Assistant Fire Chief could receive copies of the information provided to the auditor. Administrator Hoyt explained that the auditor got the information from the actual revenue and expenditure records of the city as well as directly from Transmedic and the auditor would independently do the analysis. Mr. Stock also said that he believed the city should look at using general fund dollars to support the Falcon Heights BLS service if it was necessary to do so. He explained that a number of people were calling him and asking about the future of the BLS service. Mayor Gehrz thanked him for his comments.

Announcements

Councilmember Kuettel announced the annual 50th birthday party Ice Cream Social on July 28 at Community Park.

Mayor Gehrz announced a job opening for Director of Community Relations at the University of Minnesota because of the significance of the job to our community. She also said that she gave a tour of the city to our new Metropolitan Council Representative Lee Pao Xiong.

The meeting was adjourned at 8:40 PM.

Respectfully submitted,

Susan Hoyt
City Administrator

Susan L. Gehrz
Mayor

CONSENT 1
Meeting Date: 8/4/99

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through July 30, 1999, \$485,397.53
2. Payroll, 7/1/99 to 7/15/99, \$13,959.00
3. Payroll, 7/16/99 to 7/31/99, \$14,531.37

ACTION REQUESTED: Approval



APPROVAL OF BILLS
PERIOD ENDING: _7-30-99

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	US BANK	ACCEPTANCE FEES	-----	250.00
	US BANK	ADMIN FEES	-----	72.87
	MCI WORLDCOM RES SVC	LONG DISTANCE	-----	21.49
	*** TOTAL FOR DEPT 00			344.36
	FOCUS NEWS	KEY FINANCIAL INDICATORS	LEGISLAT	69.70
	FOCUS NEWS	GEN FUND REVENUES/EXPS	LEGISLAT	112.20
	FOCUS NEWS	BAL SHEET ALL FUNDS	LEGISLAT	244.80
	FOCUS NEWS	SUMMARY FINANCIALS	LEGISLAT	238.00
	FOCUS NEWS	ENTERPRISE FUNDS	LEGISLAT	108.80
	FOCUS NEWS	STREET FRONTAGES	LEGISLAT	19.55
	FOCUS NEWS	SUBDIVIDE LOT 1795	LEGISLAT	20.40
	FOCUS NEWS	AMENDMENT TO PUD	LEGISLAT	17.85
	FOCUS NEWS	ORD 99.04	LEGISLAT	109.65
	TAFF, SUSAN HOYT	REIMB COUNCIL MEETING	LEGISLAT	14.25
	*** TOTAL FOR DEPT 11			955.20
	AMERICAN SOCIETY FOR	MEMBERSHIP 99	ADMINIST	80.00
	AMERICAN OFFICE PRODUCTS	ENVELOPES/PENS/PAPER	ADMINIST	83.18
	AMERICAN OFFICE PRODUCTS	LABELS/BADGES/DISKETTES	ADMINIST	97.38
37837	BUREAU CRIMINAL APPREHEN.	BACKGROUND CHECKS	ADMINIST	32.00
	FBN, INC	COMPUTER/WEB CONSULTING	ADMINIST	170.00
	MIDWEST DELIVERY SERVICE	DELIVERYS U OF M ISSUES	ADMINIST	16.65
37835	MN DEPARTMENT OF REVENUE	7/15 STATE WITHHOLDINGS	ADMINIST	1,089.19
	NCPERS GROUP LIFE INS	7/99 PHILLIPS	ADMINIST	12.00
37834	PERA	7/15 PERA WITHHOLDINGS	ADMINIST	1,194.45
	RAMSEY COUNTY	7/99 INS	ADMINIST	3,129.50
	ROSEVILLE ROTARY CLUB	JULY-SEPT DUES/MEALS	ADMINIST	207.75
37836	TAFF, SUSAN HOYT	7/99 AUTO ALLOWANCE	ADMINIST	250.00
	COORDINATED BUS. SYSTEMS,	3RD QTR 99 COPIER MAINT	ADMINIST	572.65
	*** TOTAL FOR DEPT 12			6,934.75
	CAMPBELL KNOTSON	6.99 LEGAL	LEGAL	727.53
	*** TOTAL FOR DEPT 14			727.53
	RAMSEY COUNTY PROP/RECORD	APR-JUNE POSTAL VERIFICT ELECTION		5.28
	*** TOTAL FOR DEPT 15			5.28
	CADY COMMUNICATIONS INC	TELE SVC WORK	COMMUNIC	49.50
37846	CLOVER SUPER FOODS	ICE CREAM FOR SOCIAL	COMMUNIC	397.71
37847	CUB FOODS	CAKES FOR ICE CREAM SOCI	COMMUNIC	303.79
37845	EDEN PRAIRIE PARTY RENTAL	50TH B-DAY SUPPLIES	COMMUNIC	149.50
37843	MGM LIQUOR	ROOT BEER FOR ICE CREAM	COMMUNIC	237.45
	KINKO'S INC.	FLYERS/ICE CREAM SOCIAL	COMMUNIC	90.53
	KINKO'S INC.	500TH B-DAY PAPER SUPPLY	COMMUNIC	38.30
	DAVID L. WASSON GRAPHIC	DESIGN/PRINT 2400 NEWSLT	COMMUNIC	1,585.13
	*** TOTAL FOR DEPT 16			2,851.91
37832	AGC DEVELOPMENTS, INC	NOISE CONTROL CONSULTING	PLANNING	250.00
	*** TOTAL FOR DEPT 17			250.00
	NSP	CIVIL DEFENSE SIREN	EMERGENC	6.28
	*** TOTAL FOR DEPT 21			6.28
	ST. ANTHONY VILLAGE	8/99 POLICE SVCS	POLICE	31,792.25

APPROVAL OF BILLS
 PERIOD ENDING: _7-30-99

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
*** TOTAL FOR DEPT 22				31,792.25
	AMERICAN TEST CENTER INC	FIRE TRK/LADDERS TESTS	FIRE FIG	921.23
	AL HERNANDEZ	FOOD FOR MUTUAL AID DRIL	FIRE FIG	70.24
	KURHAJETZ, CLEM	4 RECEIPTS BOOKS - PAYAB	FIRE FIG	4.64
	SUBURBAN PROPANE	PROPANE FOR TRAINING	FIRE FIG	302.86
	SUPERAMERICA	FUEL	FIRE FIG	23.86
	AIRTOUCH CELLULAR	LADDER TRK	FIRE FIG	7.90
	ANOKA-HENNEPIN TECHNICAL	FIRE SCHOOL (JONSON/PWR)	FIRE FIG	520.46
*** TOTAL FOR DEPT 24				1,851.19
	COLONIAL INSURANCE	7/99 IVERSON	FIRE PRE	36.45
	NCPERS GROUP LIFE INS	7/99 IVERSON	FIRE PRE	12.00
*** TOTAL FOR DEPT 25				48.45
	BLI AMERI-STAR LIGHTING	FLOURESCENT LIGHTS	CITY HAL	241.18
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	452.40
	BOARD OF WATER COMMISSNRS	SS	CITY HAL	286.55
	M-75 BUILDING MAINTENANCE	7/99 CLEANING SVCS	CITY HAL	270.78
	METRO GARAGE DOOR CO.	GARAGE DOOR/REPAIR PRTS	CITY HAL	192.40
*** TOTAL FOR DEPT 31				1,443.31
	SUPERAMERICA	FUEL TRKS/LAWN MOWERS	STREETS	217.43
*** TOTAL FOR DEPT 32				217.43
	GREEN VALLEY NURSERY	3 LINDEN-GREENSPIRE TREE	TREE PRO	175.72
*** TOTAL FOR DEPT 34				175.72
	BOARD OF WATER COMMISSNRS	H2O	PARK & R	7.41
	BOARD OF WATER COMMISSNRS	SS	PARK & R	11.95
	BOARD OF WATER COMMISSNRS	H2O	PARK & R	14.82
	BOARD OF WATER COMMISSNRS	SS	PARK & R	12.23
	ICMA RETIREMENT TRUST 457	7/99 MAERTZ	PARK & R	100.00
	ICMA RETIREMENT TRUST 457	7/99 TRETSVEN	PARK & R	100.00
	NSP	AUTOMATIC PROTECTIVE LIT	PARK & R	22.84
	NSP	ELECT TO 7-7	PARK & R	59.48
	OLSEN FIRE INSPECTION	SPRINKLER TEST-COMM PARK	PARK & R	430.00
37838	TARGET	VACUUM/CLOCK/B-BALL NET	PARK & R	143.70
	USWEST COMMUNICATIONS	TELE TO 7/22	PARK & R	58.09
	USWEST COMMUNICATIONS	TELE TO 7/10	PARK & R	65.09
	D-ROCK CENTER & SMALL ENG	BLACK DIRT	PARK & R	39.41
*** TOTAL FOR DEPT 41				1,065.02
37833	KARNA BLOOMQUIST	PARK PROG SUPPLIES	PARK PRO	27.29
	KARNA BLOOMQUIST	TIE-DIE/BALLONS	PARK PRO	14.66
	CARRIE KLINE	COOKING CLASS SUPPLIES	PARK PRO	11.98
	CARRIE KLINE	COOKING CLASS SUPPLIES	PARK PRO	10.79
	DIANE MEYER	ART CLAss/TIME IN SUPPLY	PARK PRO	182.21
	MICHAELS ARTS & CRAFTS	CONSTR PAPER/CLEAR CVRS	PARK PRO	18.39
37838	TARGET	BATTERIES	PARK PRO	18.99
*** TOTAL FOR DEPT 50				284.31
	E-Z RECYCLING, INC.	7/99 RECYCLING	SOLID WA	2,559.40

APPROVAL OF BILLS
 PERIOD ENDING: 7-30-99

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
*** TOTAL FOR DEPT 56				2,559.40
	MOGREN BROS	MTLS-BUTTERFLY GARDEN	PUBLIC W	118.50
*** TOTAL FOR DEPT 65				118.50
	METROPOLITAN COUNCIL	8/99 SS	SANITARY	18,077.56
	NSP	ELECT TO 7-7	SANITARY	7.76
	NSP	ELECT TO 7-2	SANITARY	18.34
*** TOTAL FOR DEPT 75				18,103.66
	SHELLIE MARVIN	REIMB TRANSPARENCIES	RESCUE S	36.18
	SUPERAMERICA	FUEL	RESCUE S	33.89
	AIRTOUCH CELLULAR	CELL PHONE CHRGS	RESCUE S	11.48
*** TOTAL FOR DEPT 76				81.55
	JAY BROTHERS INC	FINAL PYMT	LARPENTE	9,481.06
*** TOTAL FOR DEPT 82				9,481.06
37831	BERNARDY, CONNIE LANNERS	JULY 1-15 PROF SVCS	MCAD	1,288.49
	BERNARDY, CONNIE LANNERS	JULY 16-30 PROF SVCS	MCAD	1,288.49
*** TOTAL FOR DEPT 84				2,576.98
37842	JIM DODDS	REIMB-CITY PORTION DRIVE	NE QUAD	2,009.10
	PALDA AND SONS, INC	PARTIAL PAY EST # 2	NE QUAD	399,627.29
37841	ELIZABETH SUNDHEIM	REIMB-CITYS PORTIO DRIVE	NE QUAD	819.15
37838	ZIMMER CONSULTING	REIMB-CITY COST OF DRIVE	NE QUAD	1,067.85
*** TOTAL FOR DEPT 86				403,523.39
*** TOTAL FOR BANK 01				485,397.53
*** GRAND TOTAL ***				485,397.53



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	7 14 99	32 RAYMOND BROWN	29537	39.60
COM	7 14 99	34 CLEMENT KURHAJETZ	29538	75.57
COM	7 14 99	35 LEO LINDIG	29539	25.85
COM	7 14 99	40 KEVIN ANDERSON	29540	25.45
COM	7 14 99	42 MICHAEL D. CLARKIN	29541	50.96
COM	7 14 99	63 RACHELLE L. MARVIN	29542	79.86
COM	7 14 99	66 ALFRED HERNANDEZ	29543	84.85
COM	7 14 99	70 JUSTIN T. NOVAK	29544	106.09
COM	7 14 99	73 JEREMY HUTCHISON	29545	144.76
COM	7 14 99	74 MARK J. ALLEN	29546	69.55
COM	7 14 99	75 JOSEPH P. KRAJEWSKI	29547	150.01
COM	7 14 99	76 STEVEN M. HOY	29548	59.62
COM	7 14 99	77 BARBARA J. LEMAY	29549	139.66
COM	7 14 99	79 MICHAEL D CLARKIN II	29550	9.76
COM	7 14 99	80 MARY K RIGNEY	29551	94.60
COM	7 14 99	81 LAUREL F SANDBERG	29552	37.98
COM	7 14 99	82 DUSTIN P THUNE	29553	69.34
COM	7 14 99	83 JAMES R RYLE SR	29554	12.93
COM	7 14 99	84 ALAN J JOHNSON	29555	76.76
COM	7 14 99	85 DANIEL S JOHNSON-POWERS	29556	67.93
COM	7 14 99	1002 SUSAN HOYT TAFF	29557	1361.24
COM	7 14 99	1003 TERRY IVERSON	29558	1030.88
COM	7 14 99	1005 CAROL KRIEGLER	29559	934.20
COM	7 14 99	1007 PATRICIA PHILLIPS	29560	920.65
COM	7 14 99	1013 WILLIAM MAERTZ	29561	1038.80
COM	7 14 99	1033 DAVE TRETSVEN	29562	820.82
COM	7 14 99	1057 KRISTIN L. WOLVERTON	29563	466.89
COM	7 14 99	1083 JAMES W. SNOWDEN	29564	618.40
COM	7 14 99	1089 KATHLEEN A. CIERNIA	29565	157.50
COM	7 14 99	1103 DIANE MEYER	29566	258.12
COM	7 14 99	1136 ROLAND O. OLSON	29567	913.05
COM	7 14 99	1148 RACHAEL J SEVERSON	29568	469.54
COM	7 14 99	1149 WILLIAM J MONCRIEF	29569	468.96
COM	7 14 99	1150 THAO NGUYEN	29570	345.05
COM	7 14 99	1152 KARNA M BLOOMQUIST	29571	361.36
COM	7 14 99	1153 MARK P BORSHEIM	29572	280.06
COM	7 14 99	1168 RYAN P. LAVELLE	29573	278.77
COM	7 14 99	1169 JAY PAUL KURTIS	29574	383.09
COM	7 14 99	1170 ERIC J BLOMQUIST	29575	209.25
COM	7 14 99	1171 CARRIE J. KLEIN	29576	333.97
COM	7 14 99	1172 MICHELLE M SMITH	29577	162.92
COM	7 14 99	1173 ELIZABETH M. POSTIGO	29578	435.90
COM	7 14 99	1174 JAMES O ECKBERG	29579	230.27
COM	7 14 99	1176 MICHAEL P ECKBERG	29580	58.18

COMPUTER CHECKS	13959.00
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

****TOTALS**** 13959.00

3

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	7 30 99	6 SUSAN GEHRZ	29583	286.08
COM	7 30 99	8 SAM JACOBS	29584	277.05
COM	7 30 99	10 JAN GIBSON TALBOT	29585	200.00
COM	7 30 99	11 JOHN HUSTAD	29586	277.05
COM	7 30 99	12 LAURA A. KUETTEL	29587	277.05
COM	7 30 99	34 CLEMENT KURHAJETZ	29588	276.20
COM	7 30 99	42 MICHAEL D. CLARKIN	29589	94.67
COM	7 30 99	63 RACHELLE L. MARVIN	29590	112.11
COM	7 30 99	66 ALFRED HERNANDEZ	29591	64.64
COM	7 30 99	73 JEREMY HUTCHISON	29592	55.41
COM	7 30 99	74 MARK J. ALLEN	29593	55.41
COM	7 30 99	75 JOSEPH P. KRAJEWSKI	29594	45.41
COM	7 30 99	1002 SUSAN HOYT TAFF	20595	1402.91
COM	7 30 99	1003 TERRY IVERSON	20596	1072.55
COM	7 30 99	1005 CAROL KRIEGLER	20597	975.86
COM	7 30 99	1007 PATRICIA PHILLIPS	20598	962.31
COM	7 30 99	1013 WILLIAM MAERTZ	20599	1080.47
COM	7 30 99	1026 JASON CIERNIA	20600	70.65
COM	7 30 99	1033 DAVE TRETSVEN	20601	820.82
COM	7 30 99	1035 LISA LOVDAHL	20602	231.66
COM	7 30 99	1057 KRISTIN L. WOLVERTON	20603	838.83
COM	7 30 99	1083 JAMES W. SNOWDEN	20604	533.97
COM	7 30 99	1136 ROLAND O. OLSON	20605	913.05
COM	7 30 99	1148 RACHAEL J SEVERSON	20606	414.57
COM	7 30 99	1149 WILLIAM J MONCRIEF	20607	540.81
COM	7 30 99	1152 KARNA M BLOOMQUIST	20608	384.81
COM	7 30 99	1153 MARK P BORSHEIM	20609	338.98
COM	7 30 99	1168 RYAN P. LAVELLE	20610	443.67
COM	7 30 99	1169 JAY PAUL KURTIS	20611	444.52
COM	7 30 99	1170 ERIC J BLOMQUIST	20612	199.57
COM	7 30 99	1171 CARRIE J. KLEIN	20613	438.15
COM	7 30 99	1173 ELIZABETH M. POSTIGO	20614	276.39
COM	7 30 99	1175 LAURA M SUPPES	20615	125.74

COMPUTER CHECKS	14531.37
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

****TOTALS**** 14531.37

CONSENT 2
Meeting Date: 8/4/99

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

MECHANICAL CONTRACTOR

A. Binder & Son Inc. #99-536

Blaine Heating, Air Conditioning & Electric, Inc. #99-537

Vito Mechanical, Inc. #99-538

ACTION REQUESTED: Approval

CONSENT 3

ITEM: Approval of personnel outplacement services with PDI

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council directed the administrator to hire an outplacement firm to work with the fire marshal over the next five months. The cost of the service is \$5,000.

Meets goal 4. To provide a responsive and effective city government.
Strategy 5. To effectively manage the city's consulting and personnel resources.
Strategy 6. To effectively manage the city's financial resources.

ATTACHMENT:

1 Description of services provided by PDI

ACTION REQUESTED:

Approve outplacement consulting services with PDI.

CAREER PLANNING /INDIVIDUAL OR GROUP

Personnel Decisions offers an innovative career assessment and management program providing an effective and efficient way to encourage individuals to take responsibility for their careers. Our program is results-oriented, leading to an array of specific, up-to-date career and development options based on skills and interests.

GOAL

To provide information about career interests, skills, and values so that individuals will be able to manage their own careers based on their "best work."

OBJECTIVES

- Understand how to implement a proactive career strategy; taking responsibility for managing one's own career.
- Identify skills, interests, values, goals, and the appropriate development and career options to build on these strengths.
- Recognize where and how individuals do their "best work" and redefine their career concept around it.
- Identify challenges and opportunities in individuals' organizations or in a new environment where their "best work" is needed.
- Develop short- and long-term career and development goals and an action plan to implement them.

PROGRAM DESIGN

This program consists of:

- Administering psychological assessments
- Identifying personal skills, values, interests, and goals
- Applying that information and generating specific career options

Tests may include, but are not limited to:

- California Psychological Inventory
- Watson-Glaser Critical Thinking Appraisal
- Myers-Briggs Type Indicator
- Campbell Interest and Skill Survey

PATHWAYS THREE

MODIFIED SERVICES

This service provides individualized and small group coaching and is available primarily for people with well-focused career goals, initiative, and a strong track record. This service can be utilized from three to five months.

ADJUSTING TO TRANSITION

- Coping with job loss
- Managing transition

CAREER DIRECTION

- Developing marketing strategies
- Life assessment — opportunity awareness
- Partner support and life balance analysis
- Self-employment consultation and assistance

PRESENTATION SKILLS

- Resume development and guidance
- Correspondence composition training
- E-mail guidelines
- Videotaped interview training

INDIVIDUALIZED JOB SEARCH CAMPAIGN

- Marketing strategies
- Networking guidelines
- Targeting employers process

CAREER CONNECTIONS

- Weekly Monday Morning Kickoff sessions
- Alumni networking contact database
- Access to current job openings
- Monthly Candidate Profile mailings
- Access to Career Net online database
- Access to appropriate Internet Job Sites

BUSINESS INFORMATION RESOURCE CENTER

- Wordprocessing, spreadsheet and Internet access software
- Fax machine, printer, and copier
- Certified Reference Librarian on staff
- Access to Career Search, an online database of U.S. companies
- Access to the Internet with categorized site lists
- Reference materials, career-related checkout books, periodicals, local and national newspapers, and industry-specific materials
- Executive Registry - confidential resume submission internet site

ADMINISTRATIVE SUPPORT FEATURES

- Unlimited fax and copier use
- 100 laser-printed resumes; 100 letterhead; 100 envelopes

ADDITIONAL OPTIONS

- Additional word processing and administrative support
- Work space on sign-up basis
- Individual assessments
- Self-employment consultation
- Job Search Resource Series

For
agenda

ADDENDUM
CONSENT 4
Date: 8/4/99

ITEM: Purchase of fire department capital equipment

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Clem Kurhajetz, Fire Chief

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to approve the purchase of hose for the fire department at a cost of \$1,373.85 out of the public safety capital fund.

Meets goal 1. To protect the public health and safety.

ATTACHMENT:

1 Proposal for hose from Fire Equipment Specialties

ACTION REQUESTED:

Approve hose purchase.

F E S

Fire Equipment Specialties

Falcon Heights Fire Department
2077 West Larpenteur Ave.
Falcon Heights, Minn. 55113
c/o Chief Clem Kurhajetz

June 15, 1999

Quotation

Angus "HI-VOL" Supply Hose

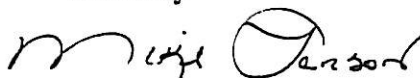
(1) 62450-25S5 25 ft. Length of 5" "HI-VOL" Soft Suction Hose
Coupled with 5" Locking Storz Couplings
Acceptance Test Pressure 400PSI
Service Test Pressure 200PSI
Stenciled - "FALCON HEIGHTS FIRE" \$295.00 ea.

2 (B) 62040-100S4 100 ft. Lengths of 4" "HI-VOL" Supply Hose
Coupled with 4" Locking Storz Couplings
Acceptance Test Pressure 450 PSI
Service Test Pressure 225 PSI
Each Length Stenciled - "FALCON HEIGHTS FIRE" ~~\$900.00~~
\$449.00 ea. / ~~\$1,247.00~~

Imperial Double Jacket Municipal Fire Hose

40D815 "M-Perial" 1-1/2" - 100% Synthetic Double Jacket Fire Hose
PermIdent Coated - Yellow in Color
800PSI Acceptance Test Pressure
400PSI Service Test Pressure
Coupled in 50' Lengths with lightweight aluminum 1.5" NST couplings.
Never Needs Drying
Colors Available: Red, Orange, Yellow, Blue, Black or Tan
Each Length Stenciled - "FALCON HEIGHTS FIRE"
(4) 50 Ft. Lengths \$97.50 Length / \$390.00

Thank You
Sincerely



Mike Larson
Fire Equipment Specialties
651.730.4636

1290.00

Tax \$3.85

1373.85

BUDGET WORKSHOP

Date: 8/4/99

ITEM: Review of the draft 2000 budget goals

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council discussed goals and action items for the year 2000 budget at its meeting on July 24, 1999. The attached action items are streamlined to reflect some significant on-going activities as well as specific undertakings for this year.

ATTACHMENT:

1 Draft 2000 goals (forthcoming)

ACTION REQUESTED:

- Review
- Discuss
- Revise
- Finalize

The attached draft goals are in a ^{very} preliminary format just to get something down on paper so please keep this in mind when you review them.

I removed the party responsible for the action items because the council and staff are small enough and, hopefully, cohesive enough that duties can be assigned appropriately at the time they are done.

Of course, add and delete as you wish.

→ new item

7/27/99

first draft! 27 July 1999

CITY OF FALCON HEIGHTS 2000 BUDGET GOALS

Purpose: *To promote a community that is a good place to live, work, and visit.*

Goal 1: To protect the public health and safety.

Strategy 1: Providing public safety services to citizens.

Action Items:

- Provide a responsive, visible, community police service
- Provide a responsive, well-trained fire service .
- Provide emergency medical services that include advanced life support and medical dispatching
- • Review, rewrite and practice the emergency management plan

Strategy 2: Participate in initiatives designed to prevent crime and the need for emergency responses.

Action Items:

- Promptly removing graffiti from public buildings and providing removal materials for city businesses
- Review and implement an improved crime block watch notification program using the web site ←

Strategy 3: Participating in early intervention programs with juveniles.

Action Items:

- Be involved in the Mayor's Commission Against Drugs (MCAD)
- Support Northwest Youth and Family Services
- Continue the Juvenile Firestarter program .

Goal 2:



To maintain and promote the assets of the city's unique neighborhoods and tax base including commercial, residential, and open space uses for present and future generations.

Strategy 1: Maintain and enhance the neighborhood and community parks with updated facilities, recreation, and community services.

Action Items:

- Improve the entrances to and identification of Community Park
- Develop and implement a sound maintenance program for city landscaping, facilities
- Construct a gathering place in front of city hall



Strategy 2: Work with businesses and homeowners to maintain a functional and desirable business and residential environment

Action Items:

- Continue to review and communicate city code requirements to business and commercial property owners
- Maintain the desirability of neighborhoods through code enforcement
- Communicate community standards through photos and code information on the web site



Strategy 3: Expand pedestrian and bicycle opportunities

Action Item:

- Include these components in the Larpenteur Avenue reconstruction plans east of Arona (Ramsey Co., city)

Strategy 4: Maintain the city's infrastructure

Action Items:

- Plan for and implement street improvements on Larpenteur east of Arona and alleys
- Continue the sidewalk maintenance program
- Publicize the availability of housing rehabilitation funds to owners of single and multi-family property owners
- Continue the sewer maintenance program
- Continue with a boulevard tree program for replacement, maintenance and expansion



- Speaking about local government at schools or youth related functions

Strategy 2: Host community/neighborhood activities.

Action Items:

- Annual Ice Cream Social
- Dead of Winter event
- Impromptu neighborhood gatherings
- Neighborhood Watch and National Night Out activities
- Recognize arbor day
- Fire Department Open House
- Welcome new resident event
- Host a breakfast for businesses
- Encourage volunteers to plan and be involved in community events

Strategy 3: Explore, create and provide an array of recreation programming

Action Item:

- Explore and create opportunities for youth and young adults of all ages



Strategy 4: Encourage citizens to participate in city government

Action Items:

- Promote participation by volunteers in any area of city business that is possible
- Invite citizens to be part of the review of the comprehensive plan

Strategy 5: Build stronger community and neighborhood connections

Action Items:

- Review, revise and more aggressively distribute the city's "Welcome to Falcon Heights" information
- Pursue conflict resolution resources for neighbors to use in resolving neighborhood conflicts
- Increase community building with a more attractive, quarterly newsletter.



Goal 4: To provide a responsive and effective city government


Strategy 1: Establish goals to guide the activities of city staff and commissions.

Action Items:

- Publish a summary of the goals in the city's newsletter .
- Convey these goals to the city's representatives at the legislature, at the county, at the Metropolitan Council, and to neighboring communities
- Examine goals at midyear to determine progress
- Develop a legislative agenda for the city focusing on the city's unique composition of tax exempt properties



Strategy 2: Communicate promptly and clearly with the citizens, businessowners and institutional representatives by anticipating information and quickly responding to questions.

Action Items:

- 
- Provide a photo of staff members and a description of jobs in the newsletter
 - Improve and expand the website
 - Use e-mail as a communication tool
 - Get out information in a timely way on any activity that is coming up

Strategy 3: Maintain collaborative relationships with other entities

Action Items:

- 
- 
- Communicate with the University of Minnesota
 - Participate in the U of M Master Plan Advisory Committee and St. Paul Land Use Task Force
 - Communicate with the Minnesota State Fair

Strategy 4: Strive to provide citizens with more efficient and convenient city services.

Action Item:

- Continue to develop, budget for and implement an improved maintenance program for city facilities and infrastructure

Strategy 5: Effectively manage the city's consulting and personnel resources

Action Items:

- Review and clarify staffing assignments and responsibilities
- Evaluate the performance and work assignments

Strategy 5: Protect and enhance the physical land use characteristics of the community

Action Items:

- Review and amend the comprehensive plan with community meeting
- Review the zoning code as needed
- Create and maintain a community identity along intersections through a streetscape plan - Phase III
- • Participate in planning discussions and get the required planning expertise to assure that University of Minnesota and State Fair land uses do not negatively impact city neighborhoods.
- • Work with the University of Minnesota to minimize negative impacts like parking and noise related to the women's intercollegiate soccer facility
- • Install a GIS system for land use planning and maintaining information on the city's land use and facilities.

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

Action Items:

- Be well informed with the necessary planning, engineering, financial and legal expertise when making land use decisions
- Explore opportunities to strengthen the business community including exploring the financial realities and planning concepts for the SE corner of Snelling and Larpenteur
- Plan a council workshop focused on community development and economic development information and ideas
- Host a breakfast for the business community

Goal 3: To expand opportunities for the interaction and involvement of citizens of all ages in their neighborhoods and community.

Strategy 1: Promote and participate in youth development

Action Items:

- Continue the junior leaders program
- Include youth as commission members
- Informally interacting with youth when the opportunity arises
- Contribute to the Chamber of Commerce dinner scholarship for a high school student

of city employees through annual performance evaluations

- Recognize employees with a recognition event
- Provide employees with the affordable resources they require to efficiently and effectively do their jobs including a training plan and technology resources
- Provide adequate funds for personnel, equipment and contractors to maintain the city's infrastructure, facilities, public spaces and public improvements

Strategy 6: Effectively manage the city's financial resources

Action Items:

- Prepare a well researched five year capital improvement program
- Review and adjust the city's fees for service as part of the budgeting process
- Analyze the city's rescue fund on an ongoing basis
- Review and, if necessary, revise contracts with neighboring cities to make sure they cover city's costs for providing the service
- Review and evaluate the city's long term financial needs and the city's current and future financial resources to meet these needs
- Eliminate the fire marshal position and contract for
- Maintain a contingency fund to be prepared for unexpected but necessary expenditures

→
fire inspections