

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

AGENDA  
January 12, 2011

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM \_\_\_\_ HARRIS \_\_\_\_ GOSLINE \_\_\_\_  
LONG \_\_\_\_ MERCER-TAYLOR \_\_\_\_  
MILLER \_\_\_\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: December 8, 2010
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through 1/6/2011: \$318,985.64  
Payroll through 12/29/10: \$30,648.08
  - 2. City License Renewal
  - 3. Review of Elected Officials Out-Of-State Travel Policy
  - 4. Resolution Designating Official Depositories
  - 5. Designation of Official Newspaper
  - 6. Review and Adopt Council Standing Rules
  - 7. Appointment of City Engineer
  - 8. Appointment of City Attorneys
  - 9. Appointment of City Auditor
  - 10. Commission Appointments
  - 11. Designation of 2010 Acting Mayor
  - 12. Council Liaison Assignments
  - 13. 2011 Tree Trimmer Contract
  - 14. Amendment to 2011 Fee Schedule
  - 15. Statutory Tort Limits Liability Coverage for City in 2011
  - 16. Lawful Gambling Permit for Falcon Heights Elementary PTA
  - 17. Cost of Living Increase for City Employees
  - 18. Amendment to City's Flexible Benefits Plan
  - 19. Lauderdale and Falcon Heights Recreation Program Agreement
  - 20. Approve State of Minnesota Pay Equity Report
- G: POLICY ITEMS
  - 1. Resolution of Intent to Become a GreenStep City
  - 2. Amendment to Building Inspector Services Contract with the City of Little Canada

- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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December 8, 2010

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM \_X\_ HARRIS \_X\_ GOSLINE \_X\_  
LONG \_X\_ MERCER-TAYLOR \_X\_  
MILLER \_X\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: November 10, 2010 Approved
- E. PUBLIC HEARINGS:  
1. 2011 Budget and Tax Levy Mary Volk  
1728 Lindig  
Pam Harris Moved  
Approval 5-0
- F. CONSENT AGENDA:  
1. General Disbursements through 12/1/10: \$265,767.61 Chuck Long Moved  
Payroll through 11/29/10: \$29,532.53 Approval 5-0  
2. Budget amendment to the Parks Program Special Revenue Fund (201)  
3. Budget amendment to the TIF District # 1-2 (412) capital project fund  
4. Transfer funds from Infrastructure capital project fund to the 2010 Larpenteur  
Streetscape capital project fund  
5. Transfer funds from the general fund to the sanitary sewer fund for 2010  
6. Resolution for SCORE Grant  
7. Six month salary adjustment for Michelle Tesser  
8. Budget amendment to fund 414 -TIF District # 1-3 SE Corner
- G. POLICY ITEMS:  
1. City License Application Beth Mercer-Taylor  
Moved Approval 4-0  
Keith Gosline abstain  
2. 2011 Fee Schedule Chuck Long Moved  
Approval 5-0  
3. City Hall Solar Panel Project Letter of Intent Beth Mercer-Taylor  
Moved Approval 5-0

H. INFORMATION/ANNOUNCEMENTS:

I. COMMUNITY FORUM:

J. ADJOURNMENT: 8:05pm



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through 1/6/2011: \$318,985.64 Payroll through 12/29/10: \$30,648.08
<b>Budget Impact</b>	
<b>Attachment(s)</b>	General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 00518 Regular 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
=====						
01-00800		ALLIED WASTE SERVICES				
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I-0923-001649127		JAN/11 WASTE REMOVAL	280.54			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		JAN/11 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	280.54
		=== VENDOR TOTALS ===	280.54			
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01-00250		AMERIPRIDE SERVICES				
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I-1000716226		LINEN CLEANING	38.38			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		LINEN CLEANING		101 20200-000	ACCOUNTS PAYABLE	38.38
		=== VENDOR TOTALS ===	38.38			
=====						
01-05220		ANDERSON, HELGEN, DAVIS&NISSEN				
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I-201101062665		DEC/10 PROSECUTION	2,501.76			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		DEC/10 PROSECUTION		101 20200-000	ACCOUNTS PAYABLE	2,501.76
		=== VENDOR TOTALS ===	2,501.76			
=====						
01-05371		BOND TRUST SERVICES CORPORATIO				
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I-5655		PAYING AGENT FEE	450.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		PAYING AGENT FEE		306 4306-94900-000	BOND FEES	450.00
		=== VENDOR TOTALS ===	450.00			
=====						
01-05072		BRANCH AND BOUGH TREE SERVICE				
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I-201101062666		FORESTRY CONSULTING, TREE WOR	5,417.50			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		FORESTRY CONSULTING & MILEAGE		101 20200-000	ACCOUNTS PAYABLE	1,512.50
		FORESTRY CONSULTING - EAB		205 20200-000	ACCOUNTS PAYABLE	355.00
		TREE TRIMMING & PLANTING		419 20200-000	ACCOUNTS PAYABLE	3,550.00
		=== VENDOR TOTALS ===	5,417.50			
=====						
01-03089		CASH				
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I-201101062661		LICENSE TRAILER, RECYCLING FE	57.25			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		LICENSE TRAILER		101 4132-70120-000	SUPPLIES	27.25
		RECYCLING FEE		101 4131-89000-000	MISCELLANEOUS	30.00
		=== VENDOR TOTALS ===	57.25			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03198		CELLUTION SOFTWARE				

I-201101062663		FIXED ASSET SOFTWARE UPDATE	185.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		FIXED ASSET SOFTWARE UPDATE		101 4113-80600-000	SOFTWARE MAINTENANCE	185.00
=== VENDOR TOTALS ===			185.00			

01-06290 CITY OF ROSEVILLE

I-0213551		JAN/11 IT SERVICES	1,189.42			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		JAN/11 IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
=== VENDOR TOTALS ===			1,543.51			

I-0213587		JAN/11 PHONE SERVICES	354.09			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		JAN/11 PHONE SERVICES		101 4116-85010-000	TELEPHONE	354.09
=== VENDOR TOTALS ===			1,543.51			

01-05368 DAVE PERKINS CONTRACTING INC

I-24817		DEC/10 SNOWPLOWING	4,125.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		DEC/10 SNOWPLOWING		101 20200-000	ACCOUNTS PAYABLE	4,125.00
=== VENDOR TOTALS ===			4,125.00			

01-05115 GOPHER STATE ONE CALL

I-0120512		DEC/10 LOCATES	17.40			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		DEC/10 LOCATES		601 20200-000	ACCOUNTS PAYABLE	17.40
=== VENDOR TOTALS ===			17.40			

01-03255 KEEPRS, INC.

I-201101062668		UNIFORMS	381.40			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		UNIFORMS		101 20200-000	ACCOUNTS PAYABLE	381.40
=== VENDOR TOTALS ===			381.40			

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POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====						
01-05500	LEAGUE OF MINNESOTA HUMAN RIGH					
I-201101062659		2011 MEMBERSHIP DUES	55.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		2011 MEMBERSHIP DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	55.00
=== VENDOR TOTALS ===			55.00			
=====						
01-05487	METROPOLITAN EMERGENCY MANAGER					
I-201101062660		2011 MEMBERSHIP	40.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		2011 MEMBERSHIP		101 4121-86100-000	MILEAGE/CONF/EDUC/ASSOCI	40.00
=== VENDOR TOTALS ===			40.00			
=====						
01-05665	METROPOLITAN COUNCIL					
I-0000949398		FEB/11 S.S.	39,240.54			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		FEB/11 S.S.		601 4601-85060-000	METRO SEWER CHARGES	39,240.54
=== VENDOR TOTALS ===			39,240.54			
=====						
01 05843	MN NCPERS LIFE INSURANCE					
I-201101062658		JAN/11 INSURANCE	48.00			
1/06/2011	APBNK	MANUAL CK# 077330 1/04/2011		1099: N		
		JAN/11 INSURANCE		101 21709-000	OTHER PAYABLE	31.20
		JAN/11 INSURANCE		206 21709-000	OTHER PAYABLE	0.80
		JAN/11 INSURANCE		101 4112-64034-000	LIFE INSURANCE	16.00
=== VENDOR TOTALS ===			48.00			
=====						
01 05817	MN STATE HORTICULTURAL SOCIETY					
I-201101062662		2011 APPLICATION	55.00			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		2011 APPLICATION		203 4203-89000-000	MISCELLANEOUS	55.00
=== VENDOR TOTALS ===			55.00			
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01-07263	NEXTEL COMMUNICATIONS, INC					
I-172868921-070		CELL PHONES - FIRE DEPT	76.01			
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N		
		CELL PHONES - FIRE DEPT		101 4124-85015-000	CELL PHONE	76.01
=== VENDOR TOTALS ===			76.01			



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=====							
01-06053		OREILLY AUTO PARTS					
I-201101062667		TIRE MACHINE SUPPLIES	17.01				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		TIRE MACHINE SUPPLIES		101 20200-000	ACCOUNTS PAYABLE		17.01
		=== VENDOR TOTALS ===	17.01				
=====							
01-05367		QUILL CORPORATION					
I-1167980		OFFICE SUPPLIES	89.56				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		OFFICE SUPPLIES		101 20200-000	ACCOUNTS PAYABLE		89.56
I-1173113		OFFICE SUPPLIES	8.76				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		OFFICE SUPPLIES		101 20200-000	ACCOUNTS PAYABLE		8.76
		=== VENDOR TOTALS ===	98.32				
=====							
01-06184		RAMSEY COUNTY - 911 DISPATCH					
I-EMCOM-000961		DEC/10 DISPATCH SERVICES	1,224.33				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		DEC/10 DISPATCH SERVICES		101 20200-000	ACCOUNTS PAYABLE		1,224.33
		=== VENDOR TOTALS ===	1,224.33				
=====							
01-06525		SUBURBAN ACE HARDWARE					
I-201101062664		PARK LITERATURE SIGN	111.94				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		PARK LITERATURE SIGN		101 20200-000	ACCOUNTS PAYABLE		111.94
		=== VENDOR TOTALS ===	111.94				
=====							
01-06585		THE OFFICE CLEANERS					
I-20101231		DEC/10 OFFICE CLEANING	342.80				
1/06/2011	APBNK	DUE: 1/06/2011 DISC: 1/06/2011		1099: N			
		DEC/10 OFFICE CLEANING		101 20200-000	ACCOUNTS PAYABLE		342.80
		=== VENDOR TOTALS ===	342.80				
		=== PACKET TOTALS ===	56,306.69				

PACKET: 00516 Regular Payables

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03123	CINTAS CORPORATION #470					
I-470576714		BATHROOM & SHOP SUPPLIES	86.07			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		BATHROOM & SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	43.03
		BATHROOM & SHOP SUPPLIES		101 4141-70100-000	SUPPLIES	43.04
		=== VENDOR TOTALS ===	86.07			
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01-03122	CITY OF ST PAUL					
I-117074		FALL/WINTER NEWSLETTER	1,278.10			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		FALL/WINTER 2010 NEWSLETTER		101 4116-70420-000	NEWSLETTERS/INFORMATION	735.52
		FALL/WINTER 2010 NEWSLETTER		206 4206-70420-000	NEWSLETTER	105.07
		FALL/WINTER NEWSLETTER POSTAGE		101 4116-70500-000	POSTAGE	382.82
		FALL/WINTER NEWSLETTER POSTAGE		206 4206-70500-000	POSTAGE	54.69
		=== VENDOR TOTALS ===	1,278.10			
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01-05352	SHAILA CUNNINGHAM					
I-201012302653		YOGA INSTRUCTOR	627.20			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: Y		
		YOGA INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	627.20
		=== VENDOR TOTALS ===	627.20			
=====						
01-07174	FALCON HEIGHTS LIMITED PARTNER					
I-201012302656		2010 2ND HALF PAY AS YOU GO	52,485.00			
12/30/2010	APBNK	MANUAL CK# 077299 12/22/2010		1099: N		
		2010 2ND HALF PAY AS YOU GO		414 4414-93000-000	DEBT PAY AS YOU GO PYMT	52,485.00
		=== VENDOR TOTALS ===	52,485.00			
=====						
01-05153	HOME DEPOT CRC/GECF					
I-201012302649		SUPPLIES AND PARTS	532.43			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		SUPPLIES FOR HOSE REELS		101 4141-70100-000	SUPPLIES	137.21
		AIR LINE FOR TIRE MACHINE		101 4141-70100-000	SUPPLIES	71.92
		SUPPLIES FOR SIGN & CABINET		101 4131-70110-000	SUPPLIES	323.30
		=== VENDOR TOTALS ===	532.43			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05054	DEBORAH JONES					
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I-201012302647		4TH QTR MILEAGE	40.30			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		4TH QTR MILEAGE		101 4117-86010-000	MILEAGE	40.30
		=== VENDOR TOTALS ===	40.30			
=====						
01-05366	KOOLMO CONSTRUCTION INC					
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I-1263		DEC/10 SNOW REMOVAL	1,350.00			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		DEC/10 SNOW REMOVAL		101 4132-83030-000	SNOW REMOVAL	1,350.00
		=== VENDOR TOTALS ===	1,350.00			
=====						
01-05546	CHRIS LESKE					
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I-201012302655		REPLACE CK #77258	65.18			
12/30/2010	APBNK	MANUAL CK# 077297 12/21/2010		1099: N		
		REPLACE CK #77258		101 4124-61520-000	FIRE COMPENSATION	65.18
		=== VENDOR TOTALS ===	65.18			
=====						
01-01002	JUSTIN MILLER					
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I-201012302654		MILEAGE & PARKING REIMBURSE	47.00			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		4TH QTR MILEAGE		101 4112-86010-000	MILEAGE & PARKING	37.00
		PARKING-SPRINGSTED CONFERENCE		101 4112-86010-000	MILEAGE & PARKING	10.00
		=== VENDOR TOTALS ===	47.00			
=====						
01-05742	MINNESOTA CONWAY					
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I-17981		FIRE EXTRINGUISHER INSPECTION	170.40			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		FIRE EXTRINGUISHER INSPECTION		101 4124-87029-000	REPAIR OTHER EQUIPMENT	170.40
		=== VENDOR TOTALS ===	170.40			
=====						
01-05983	NORTHERN TOOL AND EQUIPMENT					
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I-201012302650		STROBE LIGHT MOUNT-SKID LOADE	86.76			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		STROBE LIGHT MOUNT-SKID LOADER		403 4403-91000-000	MACHINERY & EQUIPMENT	86.76
		=== VENDOR TOTALS ===	86.76			

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=====						
01-06030	OLSON,ROLAND					
I-201012302644		4TH QTR MILEAGE	40.40			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		4TH QTR MILEAGE		101 4113-86010-000	MILEAGE	40.40
		=== VENDOR TOTALS ===	40.40			
=====						
01-06090	GENE PAKOY					
I-201012302646		4TH QTR MECHANICALS	2,150.25			
12/30/2010	APBNK	MANUAL CK# 077310 12/30/2010		1099: Y		
		4TH QTR MECHANICALS		101 4117-81220-000	MECHANICAL INSPECTORS	2,150.25
		=== VENDOR TOTALS ===	2,150.25			
=====						
01-06115	TIMOTHY PITTMAN					
I-201012302648		MILEAGE REIMBURSEMENT	96.00			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		MILEAGE - SNOW REMOVAL		101 4132-86101-000	MILEAGE	64.00
		MILEAGE REIMBURSEMENT		101 4141-86101-000	MILEAGE	32.00
		=== VENDOR TOTALS ===	96.00			
=====						
01-06185	RAMSEY COUNTY					
I-PRREL-000365		4TH QTR ELECTION CONTRACT PYM	4,875.00			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		4TH QTR ELECTION CONTRACT PYMT		101 4115-80300-000	ELECTION CONTRACT	4,875.00
		=== VENDOR TOTALS ===	4,875.00			
=====						
01-07179	SHERMIK TREE FARMS INC					
I-48		DEC/10 SNOW REMOVAL	1,210.00			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		DEC/10 SNOW REMOVAL		101 4132-83030-000	SNOW REMOVAL	1,210.00
		=== VENDOR TOTALS ===	1,210.00			
=====						
01-06535	SPEEDWAY SUPERAMERICA					
I-201012302651		FUEL	835.72			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		FUEL FOR F-250		601 4601-74000-000	MOTOR FUEL & LUBRICANTS	136.43
		FUEL FOR F-350		101 4141-74000-000	MOTOR FUEL & LUBRICANTS	88.29
		DIESEL FUEL		101 4141-74000-000	MOTOR FUEL & LUBRICANTS	454.11
		FUEL FOR DUMP TRUCK		602 4602-74000-000	FUEL & LUBRICANTS	156.89
		=== VENDOR TOTALS ===	835.72			

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=====						
01-07228		CITY OF ST ANTHONY				
I-2482		JAN/11 POLICE SERVICES	49,180.58			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		JAN/11 POLICE SERVICES		101 15500-000	PREPAID EXPENDITURES	49,180.58
=== VENDOR TOTALS ===			49,180.58			
=====						

01-00935 ST PAUL REGIONAL WATER SERVICE						
I-201012302652		H2O, S.S., & STREET LIGHTING	231.22			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		H2O		101 4131-85040-000	WATER	24.36
		S.S.		101 4131-85070-000	SEWER	18.50
		STREET LIGHTING		209 4209-85020-000	STREET LIGHTING POWER	14.97
		H2O		101 4141-85040-000	WATER	136.39
		S.S.		101 4141-85070-000	SEWER	37.00
=== VENDOR TOTALS ===			231.22			
=====						

01-05303 MICHELLE TESSER						
I-201012302645		MILEAGE--MISCELLANEOUS ERRAND	3.69			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		MILEAGE--MISCELLANEOUS ERRANDS		101 4112-86010-000	MILEAGE & PARKING	3.69
=== VENDOR TOTALS ===			3.69			
=====						

01-07173 TOWNSQUARE SENIOR LLC						
I-201012302657		2010 2ND HALF PAY AS YOU GO	33,762.00			
12/30/2010	APBNK	MANUAL CK# 077298 12/22/2010		1099: N		
		2010 2ND HALF PAY AS YOU GO		414 4414-93000-000	DEBT PAY AS YOU GO PYMT	33,762.00
=== VENDOR TOTALS ===			33,762.00			
=====						

01-06581 TRI-STATE BOBCAT INC						
I-A77563		2 EDGES FOR BOBCAT BLOWER	271.99			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		2 EDGES FOR BOBCAT BLOWER		101 4132-87000-000	REPAIR EQUIPMENT	271.99
=== VENDOR TOTALS ===			271.99			

PACKET: 00516 Regular 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
=====						
01-05870	XCEL ENERGY					
I-265263897		ELECTRICITY	6.88			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	6.88
-----						
I-265294572		AUTOPROTECTIVE LIGHTS	28.75			
12/30/2010	APBNK	DUE: 12/30/2010 DISC: 12/30/2010		1099: N		
		AUTOPROTECTIVE LIGHTS		101 4141-85020-000	ELECTRIC/GAS	28.75
=== VENDOR TOTALS ===			35.63			
=== PACKET TOTALS ===			149,460.92			
Federal Withholding			5509.94			
State Withholding			894.17			
PERA			2392.13			
ICMA			467.00			
Total			158724.16			

PACKET: 00511 Regular 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

01-04423 ACS FIREHOUSE SOLUTIONS

I-201012212630		SOFTWARE SUPPORT - FIREHOUSE	106.44			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		SOFTWARE SUPPORT - FIREHOUSE		101 4124-70100-000	SUPPLIES	106.44
=== VENDOR TOTALS ===			106.44			

01-00250 AMERIPRIDE SERVICES

I-1000703788		LINEN CLEANING	38.38			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	38.38
=== VENDOR TOTALS ===			38.38			

01-05360 LINDA BARNES

I-201012212638		ENERGY EFF PERMIT REBATE	201.10			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		ENERGY EFF PERMIT REBATE		101 4117-89100-000	ENERGY REBATE PROGRAM	201.10
=== VENDOR TOTALS ===			201.10			

01-00869 BENEFIT EXTRAS, INC

I-37446		4TH QTR FLEX MINIMUM	90.00			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		4TH QTR FLEX MINIMUM		101 4112-89000-000	MISCELLANEOUS	90.00
=== VENDOR TOTALS ===			90.00			

01-03089 CASH

I-201012212629		COFFEE POTS & STAMPS	95.77			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		2 COFFEE POTS - REC ACTIVITIES		101 4141-70100-000	SUPPLIES	64.02
		COFFEE POT & COFFEE - KITCHEN		101 4131-70110-000	SUPPLIES	26.75
		5 CENT STAMPS		101 4112-70100-000	SUPPLIES	5.00
=== VENDOR TOTALS ===			95.77			

01-03123 CINTAS CORPORATION #470

I-470569637		BATHROOM & SHOP SUPPLIES	97.82			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		BATHROOM & SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	48.91
		BATHROOM & SHOP SUPPLIES		101 4141-70100-000	SUPPLIES	48.91
=== VENDOR TOTALS ===			97.82			

PACKET: 00511 Regular 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
=====							
01-04084		FIRE EQUIPMENT SPECIALTIES					
I-6837		IN-LINE RELIEF VALVE	245.67				
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N			
		IN-LINE RELIEF VALVE		402 4402-91000-000	MACHINERY & EQUIPMENT		245.67
-----							
I-6846		PARATECH AIR BAG	1,003.17				
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N			
		PARATECH AIR BAG		402 4402-91000-000	MACHINERY & EQUIPMENT		1,003.17
=== VENDOR TOTALS ===			1,248.84				
=====							
01-05166		GRAINGER, W. W., INC.					
I-9408644871		STREET LAMPS	168.25				
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N			
		STREET LAMPS		101 4132-87120-000	STREET LIGHT MAINTENANCE		168.25
=== VENDOR TOTALS ===			168.25				
=====							
01-05359		SANDY LATTU					
I-201012212639		ENERGY EFF PERMIT REBATE	95.87				
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N			
		ENERGY EFF PERMIT REBATE		101 4117-89100-000	ENERGY REBATE PROGRAM		95.87
=== VENDOR TOTALS ===			95.87				
=====							
01-05968		LEAGUE MN CITIES INSURANCE TRU					
I-201012212627		PREPAID W.C. 2011	18,219.00				
12/21/2010	APBNK	MANUAL CK# 077269 12/17/2010		1099: N			
		PREPAID W.C. 2011		101 15500-000	PREPAID EXPENDITURES		15,219.00
		PREPAID W.C. 2011		601 15500-000	PREPAID EXPENSE		1,500.00
		PREPAID W.C. 2011		602 15500-000	PREPAID EXPENSES		1,500.00
=== VENDOR TOTALS ===			18,219.00				
=====							
01-05582		MENARDS					
I-201012212625		WORK JEANS & GLOVES	60.77				
12/21/2010	APBNK	MANUAL CK# 077268 12/15/2010		1099: N			
		WORK JEANS & GLOVES		101 4132-77000-000	CLOTHING		60.77
=== VENDOR TOTALS ===			60.77				



PACKET: 00511 Regular 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
=====						
01-05364	RACHEL MILLER					
I-201012212634		REIMB: TUITION & BOOKS	1,202.61			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		REIMB: TUITION & BOOKS		101 4124-86020-000	TRAINING	1,202.61
=== VENDOR TOTALS ===			1,202.61			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-201012212633		JAN/11 INSURANCE	5,990.70			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		JAN/11 INSURANCE		101 15500-000	PREPAID EXPENDITURES	5,990.70
=== VENDOR TOTALS ===			5,990.70			
=====						
01-05813	MN STATE FIRE CHIEF ASSOC					
I-201012212626		2011 MEMBERSHIP DUES	225.00			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		2011 MEMBERSHIP DUES		101 15500-000	PREPAID EXPENDITURES	225.00
=== VENDOR TOTALS ===			225.00			
=====						
01-05797	MN STATE FIRE DEPT. ASSOC					
I-201012212632		2011 MEMBERSHIP DUES	216.00			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		2011 MEMBERSHIP DUES		101 15500-000	PREPAID EXPENDITURES	216.00
=== VENDOR TOTALS ===			216.00			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
I-610189225-090		CELL PHONES	172.69			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		CELL PHONES		101 4121-85015-000	CELL PHONE	60.40
		CELL PHONES		101 4131-85015-000	CELL PHONE	12.11
		CELL PHONES		101 4141-85015-000	CELL PHONE	21.57
		CELL PHONES		101 4132-85015-000	CELL PHONE	7.29
		CELL PHONES		602 4602-85015-000	CELL PHONES	20.00
		CELL PHONES		601 4601-85015-000	CELL PHONE	51.32
=== VENDOR TOTALS ===			172.69			

PACKET: 00511 Regular 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
=====						
01-06024		ON SITE SANITATION				
I-A-411645		PORTABLE TOILET RENTAL	55.58			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		PORTABLE TOILET RENTAL		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
I-A-411691		PORTABLE TOILET RENTAL	55.58			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		PORTABLE TOILET RENTAL		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
=== VENDOR TOTALS ===			111.16			
=====						
01-06065		OXYGEN SERVICE COMPANY				
I-03155403		MONTHLY AIR TANK RENTAL	60.74			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		MONTHLY AIR TANK RENTAL		101 4124-70100-000	SUPPLIES	60.74
I-07465535		MONTHLY AIR TANK RENTAL	82.28			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		MONTHLY AIR TANK RENTAL		101 4124-70100-000	SUPPLIES	82.28
=== VENDOR TOTALS ===			143.02			
=====						
01-06115		TIMOTHY PITTMAN				
I-201012212636		WINTERFEST COOKIES & MILEAGE	62.00			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		WINTERFEST COOKIES		101 4116-89010-000	SPECIAL EVENTS	30.00
		MILEAGE - SNOW PLOWING		101 4132-86101-000	MILEAGE	32.00
=== VENDOR TOTALS ===			62.00			
=====						
01-06945		QWEST				
I-201012212640		LANDLINE TELEPHONE	58.35			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.35
=== VENDOR TOTALS ===			58.35			
=====						
01-06185		RAMSEY COUNTY				
I-EMCOM-000925		RADIO SUPPORT FEE DEC/10	80.64			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		RADIO SUPPORT FEE DEC/10		101 4124-86800-000	RADIO MESH/FLEET SUPPORT	80.64
I-PUBW--010744		NOV/10 SNOW PLOWING/SANDING	3,400.67			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		NOV/10 SNOW PLOWING/SANDING		101 4132-83030-000	SNOW REMOVAL	3,400.67
=== VENDOR TOTALS ===			3,481.31			

PACKET: 00511 Regular Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-06999 RAMSEY CTY FIRE CHIEFS ASSOCIA

I-201012212641 AGILITY TESTS FOR 3 APPLICANT 120.00  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 AGILITY TESTS FOR 3 APPLICANTS 101 4124-86200-000 MEDICAL EXAMINATIONS 120.00  
 === VENDOR TOTALS === 120.00

01-06189 RAMSEY CTY PUBLIC WORKS

I-201012212631 ANNUAL RIGHT-OF-WAY PERMIT 30.00  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 ANNUAL RIGHT-OF-WAY PERMIT 101 4132-89000-000 MISCELLANEOUS 30.00  
 === VENDOR TOTALS === 30.00

01-05110 SRF CONSULTING GROUP INC

I-06809.00-19 STREETScape PLANNING 1,836.78  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 STREETScape PLANNING 412 4412-81910-000 CONSULTING-STREETScape 1,836.78  
 === VENDOR TOTALS === 1,836.78

01-07128 ST CROIX TREE SERVICE

I-62237 TREE REMOVAL & TRIMMING 538.65  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 TREE REMOVAL & TRIMMING 419 4419-85000-000 TREE REMOVAL 538.65  
 I-62238 ASH TREE REMOVALS 2,139.64  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 ASH TREE REMOVALS 205 4205-85000-000 TREE REMOVALS 2,139.64  
 === VENDOR TOTALS === 2,678.29

01-00935 ST PAUL REGIONAL WATER SERVICE

I-201012212624 H2O, HYDRANTS INSPECT & PERMI 1,026.64  
 12/21/2010 APBNK DUE: 12/21/2010 DISC: 12/21/2010 1099: N  
 H2O, HYDRANTS INSPECT & PERMIT 101 4131-85040-000 WATER 1,026.64  
 === VENDOR TOTALS === 1,026.64

PACKET: 00511 Regular 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
=====						
01-00878	US BANCORP					
I-201012212635		ELECTION & WORKSHOP MEALS	348.94			
12/21/2010	APBNK	MANUAL CK# 077253 12/10/2010		1099: N		
		MEALS FOR ELECTION JUDGES		101 4115-70100-000	SUPPLIES	321.01
		WORKSHOP MEALS		101 4111-70100-000	SUPPLIES	27.93
		=== VENDOR TOTALS ===	348.94			
=====						
01-07068	VIKING INDUSTRIAL CENTER					
I-201012212637		FIRST AID KIT	134.24			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		FIRST AID KIT		101 4141-70100-000	SUPPLIES	134.24
		=== VENDOR TOTALS ===	134.24			
=====						
01-05870	XCEL ENERGY					
I-263981781		ELECTRICITY - GAZEBO & ST SIG	18.57			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		ELECTRICITY - GAZEBO & ST SIGN		101 4141-85020-000	ELECTRIC/GAS	18.57
		=== VENDOR TOTALS ===	18.57			
=====						
01-07205	ZEP SALES & SERVICE					
I-57400728		EQUIP WASHING POWDER	412.83			
12/21/2010	APBNK	DUE: 12/21/2010 DISC: 12/21/2010		1099: N		
		EQUIP WASHING POWDER		101 4141-70100-000	SUPPLIES	412.83
		=== VENDOR TOTALS ===	412.83			
		=== PACKET TOTALS ===	38,691.37			

PACKET: 00508 Regular Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #			
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====						
01-00867	ALBRECHT ENTERPRISES LLC					
I-10023142		CITY HALL IRRIGATION REPAIRS	121.84			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		CITY HALL IRRIGATION REPAIRS		101 4131-87010-000	CITY HALL MAINTENANCE	121.84
		=== VENDOR TOTALS ===	121.84			
=====						
01-00800	ALLIED WASTE SERVICES					
I-0923-001627299		DEC/10 WASTE REMOVAL	279.19			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DEC/10 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	279.19
		=== VENDOR TOTALS ===	279.19			
=====						
01-00250	AMERIPRIDE SERVICES					
I-1000691189		LINEN CLEANING	38.38			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	38.38
		=== VENDOR TOTALS ===	38.38			
=====						
01-03001	CAMPBELL KNUTSON					
I-201012082617		NOV/10 LEGAL FEES	145.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		NOV/10 LEGAL FEES		101 4114-80200-000	LEGAL FEES	145.00
		=== VENDOR TOTALS ===	145.00			
=====						
01-03108	CERTIFIED LABORATORIES					
I-677182		ICE BREAKER PLUS LIQUID MELT	212.52			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ICE BREAKER PLUS LIQUID MELT		101 4132-70120-000	SUPPLIES	212.52
		=== VENDOR TOTALS ===	212.52			
=====						
01-03123	CINTAS CORPORATION #470					
I-470562539		BATHROOM & SHOP SUPPLIES	86.07			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		BATHROOM & SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	43.04
		BATHROOM & SHOP SUPPLIES		101 4141-70100-000	SUPPLIES	43.03
		=== VENDOR TOTALS ===	86.07			

PACKET: 00508 Regular 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
=====						
01-06290	CITY OF ROSEVILLE					
I-0213440		DOT INSPECTION F-250	250.85			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DOT INSPECTION F-250		601 4601-87000-000	REPAIR EQUIPMENT	250.85
-----						
I-0213448		DEC/10 IT SERVICES	1,189.42			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DEC/10 IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
-----						
I-0213472		DEC/10 PHONE SERVICES	354.09			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DEC/10 PHONE SERVICES		101 4116-85010-000	TELEPHONE	354.09
		=== VENDOR TOTALS ===	1,794.36			
=====						
01-03122	CITY OF ST PAUL					
I-116655		OCT/10 FUEL	66.66			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		OCT/10 FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	66.66
		=== VENDOR TOTALS ===	66.66			
=====						
01-03527	DELEGARD TOOL COMPANY					
I-534264		RIM CLAMP TIRE CHANGER	2,724.67			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		RIM CLAMP TIRE CHANGER		403 4403-91000-000	MACHINERY & EQUIPMENT	2,724.67
		=== VENDOR TOTALS ===	2,724.67			
=====						
01-05115	GOPHER STATE ONE CALL					
I-0110512		NOV/10 LOCATES	40.60			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		NOV/10 LOCATES		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	40.60
		=== VENDOR TOTALS ===	40.60			
=====						
01-05166	GRAINGER, W. W., INC.					
I-9403964209		LARP STREET LIGHT MAINT	784.62			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		LARP STREET LIGHT MAINT		101 4132-87120-000	STREET LIGHT MAINTENANCE	784.62
		=== VENDOR TOTALS ===	784.62			

PACKET: 00508 Regular 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
=====						
01-05358	BARBARA HARTWICK					
I-201012082620		REFUND REG - KIDS CERAMICS	15.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		REFUND REG - KIDS CERAMICS		201 34310-000	RECREATION FEES	15.00
=== VENDOR TOTALS ===			15.00			
=====						
01-05387	KEYSTONE AUTOMOTIVE					
I-M0780108		WAX & GREASE REMOVER	27.78			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		WAX & GREASE REMOVER		101 4131-70110-000	SUPPLIES	27.78
=== VENDOR TOTALS ===			27.78			
=====						
01-05555	MEDICS TRAINING					
I-8914		EMT & 1ST RESPONDER TRAINING	525.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		EMT & 1ST RESPONDER TRAINING		101 4124-86020-000	TRAINING	525.00
=== VENDOR TOTALS ===			525.00			
=====						
01-05670	METRO PRODUCTS INC					
I-75058		SHOP SUPPLIES	63.09			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	63.09
=== VENDOR TOTALS ===			63.09			
=====						
01-05665	METROPOLITAN COUNCIL					
I-0000946757		JAN/11 S.S.	39,240.54			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		JAN/11 S.S.		601 15500-000	PREPAID EXPENSE	39,240.54
=== VENDOR TOTALS ===			39,240.54			
=====						
01-05343	MINNESOTA MULCH & SOIL					
I-U10393		STREET SWEEPINGS	179.97			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		STREET SWEEPINGS		602 4602-83020-000	STREET SWEEPING	179.97
=== VENDOR TOTALS ===			179.97			

PACKET: 00508 Regular 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
=====						
01-05357		MINNESOTA POLLUTION CONTROL AG				
I-201012082615		WASTEWATER CONFERENCE	900.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		WASTEWATER CONFERENCE		601 4601-86030-000	CONFERENCES & SCHOOLS	900.00
		=== VENDOR TOTALS ===	900.00			
=====						
01-05760		MINNESOTA GFOA				
I-201012082621		FINANCIAL MODELING CLASS	85.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		FINANCIAL MODELING CLASS		101 4113-86100-000	CONFERENCES/EDUCATION/AS	85.00
		=== VENDOR TOTALS ===	85.00			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921-069		CELL PHONES - FIRE DEPT	76.01			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		CELL PHONES - FIRE DEPT		101 4124-85015-000	CELL PHONE	76.01
		=== VENDOR TOTALS ===	76.01			
=====						
01-05997		NORTHERN SANITARY SUPPLY CO				
I-145587		ROAD CREW ICE MELTER	87.90			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ROAD CREW ICE MELTER		101 4132-70120-000	SUPPLIES	87.90
		=== VENDOR TOTALS ===	87.90			
=====						
01-05987		NORTHERN TIER RETAIL LLC				
I-201012082622		REFUND	50.00			
12/08/2010	APBNK	MANUAL CK# 077223 12/02/2010		1099: N		
		REFUND		101 32140-000	MISC BUSINESS LICENSE	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-06053		OREILLY AUTO PARTS				
I-201012082619		TRUCK SUPPLIES & LIGHT CONNec	76.30			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		OIL FUEL FILTERS & START FLUID		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	73.94
		STROBE LIGHT CONNECTOR		101 4132-70120-000	SUPPLIES	2.36
		=== VENDOR TOTALS ===	76.30			



PACKET: 00508 Regular 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
=====						
01-06945	QWEST					
I-201012082616		LANDLINE TELEPHONE	112.57			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		LANDLINE TELEPHONE		601 4601-85011-000	TELEPHONE - LANDLINE	54.13
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.44
		=== VENDOR TOTALS ===	112.57			
=====						
01-06185	RAMSEY COUNTY					
I-RISK-001378		DEC/10 INSURANCE	827.07			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DEC/10 INSURANCE		101 4112-89000-000	MISCELLANEOUS	827.07
		=== VENDOR TOTALS ===	827.07			
=====						
01-08878	STATE OF MINNESOTA					
I-2DCR-38		CITATION BOOKS	1,154.80			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		CITATION BOOKS		101 4122-81000-000	POLICE SERVICES	1,154.80
		=== VENDOR TOTALS ===	1,154.80			
=====						
01-06525	SUBURBAN ACE HARDWARE					
I-201012082618		SHOP SUPPLIES & J.D. PARTS	29.83			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		BRACKETS, FASTENERS, CLIP		101 4131-70110-000	SUPPLIES	22.36
		J.D. SNOW BLOWER PARTS		101 4132-87000-000	REPAIR EQUIPMENT	7.47
		=== VENDOR TOTALS ===	29.83			
=====						
01-07901	WASTE MANAGEMENT OF WI-MN					
I-5764891-0500-6		DEC/10 RESIDENTIAL RECYCLING	1,858.45			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		DEC/10 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
		=== VENDOR TOTALS ===	1,858.45			
=====						
01-07131	WELLS FARGO INSURANCE SERVICES					
I-3466320		ADMINISTRATOR'S BOND	350.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ADMINISTRATOR'S BOND		101 15500-000	PREPAID EXPENDITURES	350.00

PACKET: 00508 Regular 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
=====						
01-07131		WELLS FARGO INSURANCE SERVICES( ** CONTINUED ** )				
I-3466987		FINANCE DIRECTOR'S BOND	350.00			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		FINANCE DIRECTOR'S BOND		101 15500-000	PREPAID EXPENDITURES	350.00
=== VENDOR TOTALS ===			700.00			
=====						
01 05870		XCEL ENERGY				
I-262550628		ELECTRICITY	12.96			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	12.96
I-262560359		ELECTRICITY	29.66			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		601 4601-85020-000	ELECTRIC	29.66
I-262573365		ELECTRICITY	40.44			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	40.44
I-262574279		ELECTRICITY	13.46			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	13.46
I-262576133		ELECTRICITY	43.05			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	43.05
I-262579439		ELECTRICITY	25.48			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		101 4141-85020-000	ELECTRIC/GAS	25.48
I-262746781		GAS	627.55			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		GAS		101 4131-85030-000	NATURAL GAS	627.55
I-262749054		ELECTRICITY & GAS	603.47			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		101 4141-85020-000	ELECTRIC/GAS	297.89
		GAS		101 4141-85030-000	NATURAL GAS	305.58
I-262802543		ELECTRICITY	9.08			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		209 4209-85020-000	STREET LIGHTING POWER	9.08
I-262889997		ELECTRICITY & GAS	69.08			
12/08/2010	APBNK	DUE: 12/08/2010 DISC: 12/08/2010		1099: N		
		ELECTRICITY		101 4141-85020-000	ELECTRIC/GAS	25.37
		GAS		101 4141-85030-000	NATURAL GAS	43.71

PACKET: 00508 Regular Payables

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
-----
01-05870  XCEL ENERGY  ( ** CONTINUED ** )
    
```

```

I-263059389  ELECTRICITY  179.24
12/08/2010  APBNK  DUE: 12/08/2010 DISC: 12/08/2010  1099: N
ELECTRICITY  209 4209-85020-000  STREET LIGHTING POWER  179.24
    
```

```

I-263075085  ELECTRICITY  2,055.77
12/08/2010  APBNK  DUE: 12/08/2010 DISC: 12/08/2010  1099: N
ELECTRICITY  209 4209-85020-000  STREET LIGHTING POWER  2,055.77
    
```

```

I-263081214  ELECTRICITY  12.97
12/08/2010  APBNK  DUE: 12/08/2010 DISC: 12/08/2010  1099: N
ELECTRICITY  209 4209-85020-000  STREET LIGHTING POWER  12.97
    
```

=== VENDOR TOTALS === 3,722.21

=== PACKET TOTALS === 56,025.43

```

Federal Withholding  4567.34
State Withholding   717.61
PERA                 2386.04
ICMA                 1567.00
Total                65263.42
    
```



December Statement for activity from Nov. 03, 2010 through Dec. 03, 2010  
 CITY OF FALCON HEIGHT  
 JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545  
 BUS 678 02 Page 1 of 2

Your U.S. Bank Visa® Business Card account at a glance ... Account # [REDACTED]

Activity Summary	
Previous Balance .....	\$181.62
Payments .....	\$181.62CR
Other Credits .....	\$0.00
Purchases .....	\$348.94
Balance Transfers .....	\$0.00
Advances .....	\$0.00
Other Debits .....	\$0.00
Past Due Amount .....	\$0.00
Fees Charged .....	\$0.00
Interest Charged .....	\$0.00
<b>New Balance .....</b>	<b>\$348.94</b>
Credit Line .....	\$24,000.00
Available Credit .....	\$23,651.06
Statement Close Date .....	Dec. 03, 2010
Days in Billing Cycle .....	31

Payment Information	
New Balance .....	\$348.94
Minimum Payment Due (Current Month)	\$10.00
Minimum Payment Due (Past Due)	\$0.00
<b>Total New Minimum Payment Due</b>	<b>\$10.00</b>
Payment Due Date .....	Jan. 01, 2011
<b>Late Payment Warning:</b> If we do not receive your minimum payment by the date listed above, you may have to pay up to a \$39.00 Late Fee and your APRs may be increased up to the Penalty APR of 28.99%.	

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$348.94 by 01/01/11. 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 Other Credits</b>					
11/12	11/12	0058	PAYMENT THANK YOU .....	\$181.62CR	-----
<b>Purchases and Other Debits</b>					
11/03	11/02	0085	ST PAUL BAGELRY/MAUI W ROSEVILLE MN .....	\$21.77	<i>election meals</i>
11/03	11/02	0189	NELSON'S CHEESE & DELI ST PAUL MN .....	\$212.88	<i>11</i>
11/04	11/02	6178	PIZZA HUT #02248226310 FALCON HGTS MN .....	\$29.25	<i>11</i>
11/04	11/02	6186	PIZZA HUT #02248226310 FALCON HGTS MN .....	\$30.25	<i>11</i>
11/05	11/03	0645	JIMMY JOHN'S # 305 FALCON HEIGHT MN .....	\$27.93	<i>wk up meals</i>

Continued on Next Page

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

EMPNO#	NAME	SSNO#	BANK	ACCOUNT	TYPE	AMOUNT	TRACE
01-0013	Peter Lindstrom	472-78-8321	091000019	3112352755	C	330.57	0100001
01-0016	PAM HARRIS	326-42-8201	091000022	813026259	C	277.05	0100002
01-0019	KEITH GOSLINE	501-70-5819	091000022	104775721624	C	277.05	0100003
01-0086	RICHARD HINRICHS	470-98-5755	031176110	22097093	S	244.73	0100004
01-0097	PATRICK GAFFNEY	398-76-1713	091000022	199109114371	C	95.58	0100005
01-0105	ANTON FEHRENBACH	399-98-6831	096000959	4714318	C	94.61	0100006
01-1002	JUSTIN J MILLER	499-82-0411	091000022	104773332069	C	2,531.56	0100007
01-1010	MICHELLE R. CLASEN	472-23-8543	075000022	182370270395	C	1,367.23	0100008
01-1011	LINDA S BARNES	477-62-6871	091000019	0687295162	C	586.10	0100009
01-1030	TIMOTHY PITTMAN	472-72-4092	296075810	8100378110	S	325.00	0100010
01-1033	David & Deb Tretsven	472-82-5917	096000959	4680863	C	1,381.61	0100011
01-1033	DAVE TRETSVEN	472-82-5917	296075810	8105042000	S	50.00	0100012
01-1033	DAVE TRETSVEN	472-82-5917	291070001	2852537245	C	35.00	0100013
01-1038	DEBORAH JONES	563-74-0353	296076301	1102041570	C	1,662.02	0100014
01-1136	ROLAND OLSON	474-56-6917	091000022	116398934194	C	150.00	0100015
01-1136	ROLAND OLSON	474-56-6917	296076301	1200955690	C	1,710.88	0100016
01-1143	COLIN & TRISH CALLAHAN	469-96-4534	091000019	3913265660	C	1,021.36	0100017
01-1147	CHARLOTTE E JOHNSON	472-19-9979	091000022	104779203843	C	157.92	0100018
01-1147	CHARLOTTE E JOHNSON	472-19-9979	091000022	104779203884	C	157.92	0100019

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	12/29/2010	277.05	077300
0018	LONG, CHARLES E	R	12/29/2010	277.05	077301
0034	KURHAJETZ, CLEMENT	R	12/29/2010	628.59	077302
0095	POESCHL, MICHAEL J	R	12/29/2010	95.58	077303
0120	HAWTHORNE, ROCHELLE L	R	12/29/2010	59.10	077304
1034	PITTMAN, GERALD J	R	12/29/2010	376.22	077305
1145	SCARDIGLI, ANTHONY N	R	12/29/2010	629.66	077306
1030	PITTMAN, TIMOTHY J	R	12/29/2010	1,702.47	077307
2175	RITCHIE, BRIAN D	R	12/29/2010	217.95	077308
2176	HARTMAN, JARED C	R	12/29/2010	233.81	077309

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

REGULAR CHECKS:	10	4,497.48
DIRECT DEPOSIT REGULAR CHECKS:	15	12,456.19
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	25	16,953.67

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,531.56
01-1010	MICHELLE C TESSER	1,328.47
01-1011	LINDA S BARNES	432.30
01-1136	ROLAND O OLSON	1,113.43
01-1147	CHARLOTTE E STOCKSTEAD	265.96
01-2154	MAUREEN A ANDERSON	55.41
01-1038	DEBORAH K JONES	1,662.02
01-0040	KEVIN ANDERSON	90.22
01-0085	DANIEL S JOHNSON-POWERS	61.66
01-0086	RICHARD H HINRICHS	54.11
01-0087	MICHAEL A MCKAY	102.14
01-0097	PATRICK GAFFNEY	105.96
01-0101	DALE E HUFF	71.66
01-0105	ANTON M FEHRENBACH	30.47
01-0106	SCOTT A TESCH	117.38
01-1030	TIMOTHY J PITTMAN	325.00
01-1033	DAVE TRETSVEN	1,466.61
01-1143	COLIN B CALLAHAN	1,021.36

TOTAL PRINTED: 18 10,835.72

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PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 12/13/2010

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0034	KURHAJETZ, CLEMENT	R	12/13/2010	102.79	077254
0066	HERNANDEZ, ALFRED	R	12/13/2010	5.47	077255
0095	POESCHL, MICHAEL J	R	12/13/2010	102.14	077256
0104	VANN, VINCENT A	R	12/13/2010	56.01	077257
0112	LESKE, CHRIS M	R	12/13/2010	65.18	077258
0119	WICK, JEFFREY M	R	12/13/2010	86.91	077259
0120	HAWTHORNE, ROCHELLE L	R	12/13/2010	76.93	077260
0123	SULLIVAN, BRYAN R	R	12/13/2010	94.69	077261
0124	KRUSE, MICHAEL D	R	12/13/2010	147.84	077262
0125	MILLER, RACHEL L	R	12/13/2010	79.93	077263
0126	SMITH, BENJAMIN J	R	12/13/2010	108.69	077264
0127	PONTRELLI, MITCHELL E	R	12/13/2010	118.74	077265
2172	ARCAND, MICHAEL W	R	12/13/2010	110.90	077266
1030	PITTMAN, TIMOTHY J	R	12/13/2010	1,702.47	077267

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PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 12/13/2010

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

REGULAR CHECKS:	14	2,858.69
DIRECT DEPOSIT REGULAR CHECKS:	18	10,835.72
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	32	13,694.41



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	
<b>Submitted By</b>	Michelle Tesser, Assistant to the City Administrator

<b>Item</b>	City License Applications
<b>Description</b>	<p>The following individuals have applied for a <u>Restaurant License</u> for 2011. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Chin's Kitchen</li> <li>2. Jimmy John's</li> <li>3. The Coffee Grounds</li> </ol> <p>The following individuals have applied for a <u>Refuse/Recycler's License</u> for 2011. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Allied Waste Systems</li> <li>2. Tennis Sanitation, LLC</li> <li>3. Walters Recycling &amp; Refuse</li> <li>4. Aspen Waste Systems, Inc.</li> <li>5. Keith Krupenny and Son Disposal Service, Inc.</li> <li>6. Gene's Disposal Service, Inc.</li> <li>7. Waste Management of Minnesota, Inc.</li> </ol> <p>The following individuals have applied for a <u>Therapeutic Massage License</u> for 2011. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Chant Insixiengmat, Hair Designs Unlimited</li> <li>2. Susan Lundquist, Hair Designs Unlimited</li> </ol> <p>The following individuals have applied for a <u>Home Occupation License</u> for 2011. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. David L Wasson Graphic Design</li> </ol> <p>The following individuals have applied for a <u>Bus Bench License</u> for 2011. Staff has received the necessary documents for licensure.</p>

1. U.S. Bench Corp.

The following individuals have applied for a General Contractor's License for 2011. Staff has received the necessary documents for licensure.

1. Asphalt Driveway Company
2. Kraus-Anderson Construction Company

The following individuals have applied for a Tree Trimming License for 2011. Staff has received the necessary documents for licensure.

1. Northeast Tree, Inc.
2. A-1-Walsh, Inc.
3. St. Croix Tree Service, Inc.
4. Northern Arborists
5. Bartlett Tree Expert Co.
6. Rainbow Treecare

The following individuals have applied for a Mechanical License for 2011. Staff has received the necessary documents for licensure.

1. Standard Heating & Air Conditioning
2. Yale Mechanical
3. Forced Air Inc. dba Wenzel Heating & Air Cond.
4. Home Energy Center
5. Bonfe's Plumbing Heating & Air Service Inc.
6. Norblom Plumbing Co.
7. Hoffman Corner Heating & Air Cond.
8. Kath HVAC
9. South-Town Refrigeration, Inc.
10. Champion Plumbing
11. The Snelling Co, Inc.

The following individuals have applied for a Municipal Business License for 2011. Staff has received the necessary documents for licensure.

1. Hair Designs Unlimited
2. Martinizing Dry Cleaners
3. Peterson Dental
4. Edward Jones
5. Parents United for Public Schools
6. Hermes Floral Co.



	<ul style="list-style-type: none"><li>7. James Kernik, DDS</li><li>8. Central Pediatrics, P.A.</li><li>9. Association of Metropolitan School Districts</li><li>10. Erickson Drug Inc dba Blomberg Pharmacy</li></ul>
<b>Budget Impact</b>	
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve the 2011 City License Applications



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Out-of-State Travel Policy
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Review of Elected Officials Out-of-State Travel Policy
<b>Description</b>	In 2005, the Minnesota state legislature passed a requirement that cities adopt a policy that regulates out-of-state travel by elected officials. The Falcon Heights City Council adopted the attached policy on November 9, 2005. One provision of the statute is that the policy be reviewed annually by the city council.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	Official Out-of-State Travel policy
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council affirm the attached City of Falcon Heights Elected Official Out-of-State Travel policy adopted November 9, 2005.

## **City of Falcon Heights**

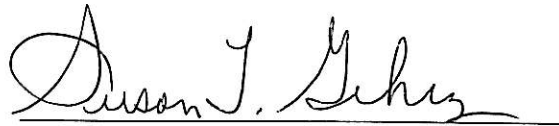
# **ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY**

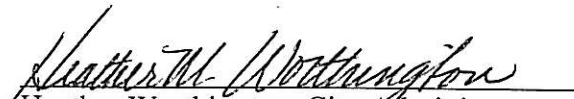
Purpose: The City of Falcon Heights recognizes that its elected official may at times receive value from traveling out of the state for workshops, conferences, events and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the City.

General Guidelines:

1. The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel, and the use of a resolution detailing what exactly is being approved.
2. No reimbursements will be made for attendance at events sponsored by or affiliated with political parties.
3. The city may make payments in advance for airfare, lodging and registration if specifically approved by the council. Otherwise all payments will be made as reimbursements to the elected official.
4. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in the city's Travel Policy.

Adopted November 9, 2005

  
Susan L. Gehrz, Mayor

  
Heather Worthington, City Administrator



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	Resolution 11-02
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	Resolution Designating Official Depositories for 2011
<b>Description</b>	All investments are made according to State law and the City's Investment Policy. The City Administrator or Finance Director is authorized to deposit general and other funds therein and handle investments and transfers for funds for the City of Falcon Heights. Collateral is furnished by the financial institutions are required by law.
<b>Budget Impact</b>	
<b>Attachment(s)</b>	Resolution 11-02
<b>Action(s) Requested</b>	Staff recommends that the Council approve the official depositories for 2011.

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

January 12, 2010

No. 11-02

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A RESOLUTION DESIGNATING THE OFFICIAL DEPOSITORIES FOR THE  
CITY OF FALCON HEIGHTS

BE IT HEREBY RESOLVED, by the city council of the City of Falcon Heights that the following financial institutions be designated as depositories for funds of the City of Falcon Heights:

US Bank System, LMC 4M Fund (checking account)  
US Bank National Association  
RBC Public Fund Services  
Morgan Stanley Smith Barney, LLC  
Wells Fargo Advisors, LLC  
Minnesota Municipal Money Market Fund (4M Fund) and (4M Plus Fund)  
PMA Securities Inc (4M and 4M Plus Investment Pools)  
Wells Fargo Securities, LLC

**BE IT FURTHER RESOLVED** that the City Administrator or Finance Director is authorized to deposit general and other funds therein and handle investments and transfers of funds for the City of Falcon Heights. Collateral shall be furnished by the financial institutions as required by law.

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Moved by:

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

Peter Lindstrom, Mayor  
January 12, 2011

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

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

Justin Miller  
City Administrator  
January 12, 2011



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Designation of Official Newspaper
<b>Description</b>	<p>State statute requires that a city designate a legal newspaper of general circulation in the city. This newspaper is used when the city is required to publish legal notification regarding public hearings, elections and city financial matters. There are two local papers that service Falcon Heights: Park Bugle and the Roseville Review.</p> <p>Staff recommends that the City designate the Roseville Review as its legal newspaper in 2011 for the following reasons.</p> <ul style="list-style-type: none"> <li>• The Roseville Review circulates to most households in Falcon Heights.</li> <li>• The Roseville Review is a weekly publication. A monthly publication such as the Park Bugle would not suit the City's needs, as the City Council meets twice a month, and legal notices must be published on a more timely schedule.</li> <li>• The \$5.75 per column inch charge for the Roseville Review is lowest.</li> </ul>
<b>Budget Impact</b>	Funds have been allocated in the 2011 budget.
<b>Attachment(s)</b>	
<b>Action(s) Requested</b>	Designate the Roseville Review as the City's legal newspaper for 2011.



***The City That Soars!***

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	January 12, 2011
<b>Agenda Item</b>	Consent F6
<b>Attachment</b>	City Council Standing Rules
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Review and Adopt Council Standing Rules
<b>Description</b>	<p>Each year at the first Council meeting, the City Council reviews the operating procedures it intends to use, and decides if changes are warranted.</p> <p>Staff has no recommendations for changes in the standing rules at this time</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	City Council Standing Rules
<b>Action(s) Requested</b>	Adopt standing rules as amended 2/8/2006 for 2011.

Amended January 11, 2006

## B. CITY COUNCIL STANDING RULES

### INTRODUCTION

In the belief that the best decisions are made by the best informed decision makers and that the public decision process is best served when the public has every opportunity to present views, the following rules are established to govern regular and special council meetings, as well as formal public hearings. There are several goals behind these rules.

1. In general, free and open discussion by all interested parties should be an essential part of the decision making process.
2. The council process should have as little procedural overhead as possible.
3. Time is better spent on substantial matters rather than proforma matters.

### MEMBERSHIP

The formal council membership consists of the four council members and the mayor. All five have one vote each and all five can introduce motions. For purposes of leading the meeting, the mayor, or in the absence of the mayor, the acting mayor will be considered the chairperson.

### RULES

#### Agenda

1. To be considered, an item must be on the agenda and the agenda must be distributed to all of the council members and any other persons having responsibility for an item at least three working days prior to the meeting. An agenda can be modified with addenda by a majority vote, but this should be used only for minor items or items with extreme time constraints.
2. An item can be moved from the consent agenda to the action agenda at the request of any council member.
3. Since there will be an audience and cable TV viewers not familiar with each item, the chair will give a brief explanation of each item as it is addressed.



### Agenda (continued)

4. The order of items on the agenda need not be followed absolutely. The chair may adjust the order in the interest of:
  - a. Filling in time before a scheduled item, i.e. a public hearing.
  - b. Grouping several items to best make use of consultant time.
  - c. Accommodating individuals who have attended the meeting specifically to provide input on an item.

### Process – Regular and Special Council Meetings

1. For these proceedings, the council will use the “open discussion” procedure. That is, discussion is open to any member before or after a motion is made. This privilege is also extended to the city administrator, city clerk and any of the consultants who may have an interest in or can contribute to the item at hand.
2. At the discretion of the chair, this privilege is also extended to those members of the audience who wish to provide input. The chair may also rule out of order any input felt to be redundant, superfluous, or irrelevant.
3. The chair can make liberal use of the “unanimous consent” procedure. That is, items that in the judgment of the chair are likely to be unanimously approved, can be introduced for approval with the statement “If there are no objections . . . stands approved (or denied).” If any council member has an objection, the item reverts to the standard motion procedure. This “unanimous consent” procedure cannot be used for items requiring formal votes, i.e. resolutions, or for approval of the consent agenda.
4. The standard motion procedure is changed to not require a second. A motion need only to be considered. This also applies to amendments.
5. To eliminate confusion, only one amendment will be considered at a time and that amendment must be germane to the motion. An amendment cannot itself be amended. If a change to an amendment is deemed appropriate, the amendment should be withdrawn and reintroduced accordingly.
6. The general mode of voting will be by acclamation, but with enough clarity that the individual votes can be recorded in the minutes. If in doubt, the city clerk can request a clarification.

### Process – Regular and Special Council Meetings (continued)

7. The meeting will be recorded and the recording will be retained for three months following approval of the minutes for that meeting. The standard retention can be extended if, in the judgment of the mayor, city administrator, city clerk or any council member, such action is warranted. Council workshop sessions are open to the public but will not be recorded.
8. If the council action is the result of a resident request and that request is denied in whole or in part, reasons of fact supporting the denial will be made part of the public record.
9. No council meeting will extend beyond 10:30 PM except by unanimous vote. This rule is not subject to the modification or suspension provisions of the Standing Rules.

### Process – Public Hearings

Since a public hearing is a more formal procedure and often requires certain procedures and actions to be legal, the meeting rules are changed accordingly.

1. The primary aim of a public hearing is to take input from the public. To accomplish this in the most effective manner, the chair will introduce the hearing with an explanation of the issues. This explanation will be given by the chair or a person designated by the chair. The use of explanatory visual aids is encouraged.
2. Following the explanation, input from the public will be taken. Prior to accepting input, though, the chair will state the areas where input will be appropriate, the maximum time to be allotted to any individual presenter, and any other procedural rules deemed appropriate to guarantee that all concerned parties have a fair and adequate opportunity to be heard.
3. All individuals wishing to speak must identify themselves, their address, and speak into a recording microphone. Individuals not wishing to speak in public may provide a written statement. The council may take up to 15 minutes to review written statements presented at the meeting. If the council decides to not act on the issue at the public hearing meeting, it may, by majority vote, extend the time where written input will be taken to a day no later than one week before the next meeting where a deciding vote is planned.
4. All speakers are expected to be businesslike, to the point and courteous. Anyone not abiding by these rules will be considered out of order.
5. The council will refrain from initiating a discussion during the public input phase of the hearing except to clarify points brought up. These “points of information” requests should be held to a minimum.

6. Once the public testimony phase is complete, the chair will announce the public hearing to be closed and the council will revert back to its open discussion mode of operation. From this point on, public input will only be appropriate when solicited by the council.
7. It shall be the intent of the council to vote on the issue at the same meeting as the public hearing and as close in time to the public hearing as possible. Should it be necessary to defer voting until a later date, that procedure will be clearly explained to the audience.
8. No public hearing will extend beyond 10 PM.
9. If the motion contains conditions, as may occur in conditional use or variance requests, those conditions will be conveyed in writing to the requestor.
10. If the public hearing is the result of a resident request and that request is denied in whole or in part, reasons of fact supporting the denial will be made part of the public record.
11. If the public hearing is to set an assessment rate, the assessment formula(s) under discussion cannot be altered. This implies that the council has fully discussed any formulas prior to the hearing and that the appropriate legal, fiscal and engineering consultants have passed on formula(s) viability, legality and feasibility.
12. If the hearing is to set an assessment, it cannot be scheduled later than the first meeting in September. This is to allow time to correct any errors prior to the time needed to certify the rolls to the county.

#### ADOPTION/MODIFICATION/SUSPENSION

These rules, with the exception of the mandatory 10:30 PM adjournment, can be adopted, modified or suspended in whole or in part by a  $\frac{3}{4}$  vote of the council. If suspended, they are automatically reinstated at the next meeting. Should they be suspended or a situation occurs that is not covered by the standing rules, Sikkink's Seven Motion System (attached) will apply.

#### ANNUAL REVIEW

These rules will be reviewed annually at the first meeting in January.

#### INTERPRETATION

The chair will interpret the rules. However, the chair's interpretation can be appealed by any council member and can be overruled by a majority vote.

Attachment

## SIKKINK'S SEVEN MOTION SYSTEM

### General Rules for a Simplified System of Parliamentary Procedure

1. The purpose of this decision making system is to allow efficient decision making that represents a majority position. Any motion, request, discussion or proposal, which seems to have as its purpose unreasonable delay, manipulation, or the goal of serving individual ends rather than group ends, can be ruled out of order by the chair. Such a ruling by the chair will be subject to the motion called appeal.
2. Free and open discussions are valued in this decision making system. For that reason, most motions are discussable and the motion to restrict discussion requires a 2/3 vote in order to pass. In recognizing persons for discussion, the chair first recognizes the person who made the motion, next recognizes other persons and always recognizes a person who has not spoken over a person who has already participated in the discussion. As far as possible, the chair should try to alternately recognize persons representing different viewpoints.
3. In examining the chart on the following page, you will note that five of the seven motions are amendable. However, only one amendment at a time may be considered. As soon as that amendment is passed or defeated, another amendment may be proposed.
4. The number in front of the motion listed indicates the rank of each motion. Thus, #1 – General motions are lowest in rank, and #7 – Restrict Debate motions are highest in rank. Two rules apply:
  - (1) You usually cannot consider two motions of the same rank at the same time, and
  - (2) If a motion of one rank is being considered, a motion of the same rank or lower rank is usually out of order, but a motion of higher rank is in order.

While these rules generally apply, the chair may allow some flexibility in certain circumstances. These situations almost always occur with motions #5, 6 and 7. For example, if #7 - "Restrict Discussion" is being discussed and a member wants a secret ballot vote on the matter, Request, while lower in rank, could be used to accomplish this purpose. The chair is allowed to make all decisions on exceptions, but all such decisions are subject to appeal.

**SIKKINK'S SEVEN MOTION SYSTEM TABLE**

<u>Motion</u>	<u>Purpose</u>	<u>Applies To What Situations</u>	<u>Needs Recognition</u>	<u>Needs Second</u>	<u>Can be Discussed</u>	<u>Amendable</u>	<u>Vote Required</u>
1. Restrict Discussion	To stop or limit discussion	All discussable motions	Yes	Yes	Yes	Yes	2/3
2. Appeal	To let the group vote on a chair's decision	To decision of the chairperson	No	Yes	Yes	No	Majority
3. Request	Not a motion but a way to question, challenge, or seek help	Any appropriate situation	No	No	No	No	Chair decides subject to appeal
4. Postpone	To delay action on any general motion to a future time	General motions	Yes	Yes	Yes	Yes	Majority
5. Refer	To have a general motion studied by a committee	General motions	Yes	Yes	Yes	Yes	Majority
6. Meeting Termination	To recess during a meeting or to end a meeting	Made to recess or adjourn	Yes	Yes	Yes	Yes	Majority
7. General	To bring up business for majority decisions by the group	For doing business	Yes	Yes	Yes	Yes	Majority