

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

AGENDA  
June 22, 2011

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_\_ HARRIS \_\_\_\_ GOSLINE \_\_\_\_  
LONG \_\_\_\_ MERCER-TAYLOR \_\_\_\_  
MILLER \_\_\_\_
- C. PRESENTATIONS:
  - 1. John Choi, Ramsey County Attorney
  - 2. Shane Stennes, University of Minnesota Climate Action Plan
  - 3. Annual MS4 Update - Tim Pittman, Director of Parks and Public Works
- D. APPROVAL OF MINUTES: June 8, 2011
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through 6/16/2011: \$78,303.89  
Payroll through 6/15/2011: \$17,540.15
  - 2. City License Renewal
- G: POLICY ITEMS:
  - 1. 2012-13 Police Contract
  - 2. Award of Bid - 2011 Crackseal & Sealcoat
  - 3. Performance Measurement Program
  - 4. Acceptance of Construction Bid for Community Park Tennis Courts
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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LONG \_X\_ MERCER-TAYLOR \_ab\_  
MILLER \_X\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: May 25, 2011 Approved
- E. PUBLIC HEARINGS:  
1. John Doán, Metropolitan Council District 10 Representative
- F. CONSENT AGENDA: Chuck Long Moved Approval 4-0  
1. General Disbursements through 6/2/2011: \$83,780.03  
Payroll through 5/27/2011: \$16,284.79  
2. City License Renewal  
3. Ratification of Fire Department Officer Election
- G: POLICY ITEMS: Keith Gosline Moved Approval 4-0  
1. Revised Letter of Intent – City Hall Solar Panel Project  
2. 2012-13 Police Contract Tabled
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT: 8:10pm



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 22, 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 6/16/2011: \$78,303.89 Payroll through 6/15/2011: \$17,540.15
<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: 00570 PAYABLES AS OF JUNE 8

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
=====						
01-00250		AMERIPRIDE SERVICES				
I-1000856586		LINEN CLEANING	39.13			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	39.13
		=== VENDOR TOTALS ===	39.13			
=====						
01-05220		ANDERSON, HELGEN, DAVIS&NISSSEN				
I-201106082872		MAY 11 PROSECUTIONS	2,503.40			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		MAY 11 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,503.40
		=== VENDOR TOTALS ===	2,503.40			
=====						
01-06290		CITY OF ROSEVILLE				
I-0214714		IT AND PHONE BILL	1,543.51			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		IT BILLING FOR JUNE 2011		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
		PHONE BILL FOR JUNE 2011		101 4116-85010-000	TELEPHONE	354.09
		=== VENDOR TOTALS ===	1,543.51			
=====						
01-05381		D AND T SEPTIC SERVICES				
I-201106082876		CURTISS FIELD SANITARY SEWER	1,585.00			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		CURTISS FIELD SANITARY SEWER		601 4601-87200-000	SEWER LINE REPAIRS	1,585.00
		=== VENDOR TOTALS ===	1,585.00			
=====						
01-05290		GOODIN COMPANY				
I-02874062-00		CURTISS FIELD SEPTIC TANK	101.62			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		CURTISS FIELD SEPTIC TANK		601 4601-87200-000	SEWER LINE REPAIRS	101.62
		=== VENDOR TOTALS ===	101.62			
=====						
01-05054		DEBORAH JONES				
I-201106082875		REPLACEMENT CHAIR	96.31			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		REPLACEMENT CHAIR		101 4112-70100-000	SUPPLIES	96.31
		=== VENDOR TOTALS ===	96.31			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07272	LILLIE	SUBURBAN NEWSPAPER				
-----						
I-201106082873		REZONING HEARING AND MS4	86.26			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		REZONING HEARING AND MS4		101 4111-70410-000	LEGAL NOTICES	86.26
		=== VENDOR TOTALS ===	86.26			
=====						
01-05665	METROPOLITAN	COUNCIL				
-----						
I-0000961797		JULY 11 SS	39,240.54			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		JULY 11 SS		601 4601-85060-000	METRO SEWER CHARGES	39,240.54
		=== VENDOR TOTALS ===	39,240.54			
=====						
01-05786	MN RECREATION/PARK	ASSOC.				
-----						
I-7007		SUMMER LEADERSHIP WORKSHOP	60.00			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		SUMMER LEADERSHIP WORKSHOP		101 4141-86100-000	CONFERENCES/EDUCATION/AS	60.00
		=== VENDOR TOTALS ===	60.00			
=====						
01-05382	MINNESOTA STATE	FIRE MARSHAL				
-----						
I-201106082877		BASCI FIRE AND ARSON	180.00			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		BASCI FIRE AND ARSON		101 4124-86020-000	TRAINING	180.00
		=== VENDOR TOTALS ===	180.00			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
-----						
I-172868921-075		CELL PHONES- FIRE TRUCKS	79.29			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		CELL PHONES- FIRE TRUCKS		101 4124-85015-000	CELL PHONE	79.29
		=== VENDOR TOTALS ===	79.29			
=====						
01-06024	ON SITE	SANITATION				
-----						
I-A-421388		ON SITE SANITATION	111.16			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		COMMUNITY PARK MONTHLY RENT		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
		CURTISS FIELD MONTHLY RENT		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
		=== VENDOR TOTALS ===	111.16			

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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-06053  OREILLY AUTO PARTS
    
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POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
I-1799-119251		OREILLY AUTO PARTS	314.10			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		SHOP TOOLS		101 4141-70100-000	SUPPLIES	10.99
		F-250 AND F-350		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	48.52
		ELECTRIC PUMP		101 4141-70100-000	SUPPLIES	53.19
		F-350 FLASHER		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	20.84
		TENNIS COURTS POLE SPLICE		101 4141-70100-000	SUPPLIES	5.77
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	140.00
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	34.79
=== VENDOR TOTALS ===			314.10			

01-06065 OXYGEN SERVICE COMPANY

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
I-03166507		TANK RENTAL	123.50			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		TANK RENTAL		101 4124-70100-000	SUPPLIES	60.74
		TANK RENTAL		101 4124-70100-000	SUPPLIES	62.76
=== VENDOR TOTALS ===			123.50			

5945 QWEST

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
I-201106082874		LANDLINE PHONES	112.82			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		LANDLINE PHONES		101 4141-85011-000	TELEPHONE - LANDLINE	54.25
		LANDLINE PHONES		601 4601-85011-000	TELEPHONE - LANDLINE	58.57
=== VENDOR TOTALS ===			112.82			

01-06185 RAMSEY COUNTY

POST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
I-PRR-000025		2ND QTR ELECTION CHARGES	4,062.25			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		2ND QTR ELECTION CHARGES		101 4115-80300-000	ELECTION CONTRACT	4,062.25
I-RISK-001420		JUNE 11 INSURANCE	854.70			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		JUNE 11 INSURANCE		101 4112-89000-000	MISCELLANEOUS	854.70
=== VENDOR TOTALS ===			4,916.95			

PACKET: 00570 PAYABLES AS OF JUNE 8  
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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06184		RAMSEY COUNTY - 911 DISPATCH				
I-EMCOM-001211		911 DISPATCH FOR MAY 2011	1,649.07			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		911 DISPATCH FOR MAY 2011		101 4122-81200-000	911 DISPATCH FEES	1,649.07
		=== VENDOR TOTALS ===	1,649.07			
=====						
01-06525		SUBURBAN ACE HARDWARE				
I-201106082871		SUBURBAN ACE HARDWARE	155.66			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		FIRE DEPARTMENT SUPPLIES		101 4124-70100-000	SUPPLIES	30.43
		DISPLAY CABINETS		101 4141-70100-000	SUPPLIES	29.81
		DISPLAY CABINETS MAP		101 4141-70100-000	SUPPLIES	48.09
		SIDE WALK MARKING		101 4132-70120-000	SUPPLIES	18.15
		COMM PARK WOMENS BATHROOM		101 4141-70100-000	SUPPLIES	8.53
		POLICE SECURITY CABINETS		101 4131-70110-000	SUPPLIES	20.65
		=== VENDOR TOTALS ===	155.66			
=====						
01-05870		XCEL ENERGY				
I-374230246		XCEL ENERGY	1,230.18			
6/08/2011	APBNK	DUE: 6/08/2011 DISC: 6/08/2011		1099: N		
		STREET LIGHTING		101 4132-85020-000	STREET LIGHTING	43.27
		STREET LIGHTING		101 4132-85020-000	STREET LIGHTING	41.21
		STREET LIGHTING		101 4132-85020-000	STREET LIGHTING	9.95
		STREET LIGHTING		101 4132-85020-000	STREET LIGHTING	9.95
		ELECTRIC		601 4601-85020-000	ELECTRIC	25.95
		ICE RINK LIGHTS		101 4141-85020-000	ELECTRIC/GAS	25.91
		ELECTRIC		101 4132-85020-000	STREET LIGHTING	46.62
		ELECTRIC		101 4131-85020-000	ELECTRIC	591.93
		GAS		101 4131-85030-000	NATURAL GAS	88.07
		ELECTRIC		101 4141-85020-000	ELECTRIC/GAS	347.32
		=== VENDOR TOTALS ===	1,230.18			
		=== PACKET TOTALS ===	54,128.50			



June Statement for activity from May 04, 2011 through Jun. 02, 2011  
 CITY OF FALCON HEIGHT  
 JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545  
 BUS 56 02 Page 1 of 2

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

Account: [REDACTED]

Activity Summary	
Previous Balance .....	\$1,438.64
Payments .....	\$1,438.64CR
Other Credits .....	\$0.00
Purchases .....	\$40.14
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>\$40.14</b>
Credit Line .....	\$24,000.00
Available Credit .....	\$23,959.86
Statement Close Date .....	Jun. 02, 2011
Days in Billing Cycle .....	30

Payment Information	
New Balance .....	\$40.14
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 .....	Jul. 01, 2011
<p><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%.</p>	

To reduce or avoid paying additional fees and interest charges on your purchase balance, pay the total new balance of \$40.14 by 07/01/11. 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
Payments and Other Credits					
05/16	05/14	0099	PAYMENT THANK YOU .....	\$1,438.64CR	-----
Purchases and Other Debits					
05/12	05/11	9403	SUBURBAN ACE HARDWARE ROSEVILLE MN .....	\$37.47	<i>Curty Gordon House Office Supplies</i>
05/27	05/25	4218	STAPLES 00118851 ROSEVILLE MN .....	\$2.67	

Continued on Next Page



PACKET: 00573 PAYABLES AS OF JUNE 15

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
=====						
01-00255		AMERICAN OFFICE PRODUCTS				
I-1183061		OFFICE SUPPLIES	98.32			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		OFFICE SUPPLIES		101 4112-70100-000	SUPPLIES	98.32
		=== VENDOR TOTALS ===	98.32			
=====						
01-05220		ANDERSON, HELGEN, DAVIS&NISSEN				
I-201106152890		JUNE 11 PROSECUTIONS	2,620.09			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		JUNE 11 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,620.09
		=== VENDOR TOTALS ===	2,620.09			
=====						
01-05384		ANTHONY SCARDIGLI				
I-201106152885		MILEAGE	17.85			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		MILEAGE		101 4141-86101-000	MILEAGE	17.85
		=== VENDOR TOTALS ===	17.85			
=====						
01-01669		SARAE BROWN				
I-201106152894		REFUND REC SPORTS CLASS	7.00			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		REFUND REC SPORTS CLASS		201 34310-000	RECREATION FEES	7.00
		=== VENDOR TOTALS ===	7.00			
=====						
01-03025		COLIN CALLAHAN				
I-201106152888		PROTECTIVE FOOTWEAR	144.95			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		PROTECTIVE FOOTWEAR		101 4132-77000-000	CLOTHING	144.95
		=== VENDOR TOTALS ===	144.95			
=====						
01-03118		CEI				
I-213013		PLANNING TENNIS COURTS	299.04			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		PLANNING TENNIS COURTS		403 4403-91500-000	TENNIS COURT RECONSTRUCT	299.04
		=== VENDOR TOTALS ===	299.04			

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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-470661235		BATHROOM AND SHOP SUPPLIES	106.28			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		BATHROOM AND SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	53.14
		BATHROOM AND SHOP SUPPLIES		101 4141-70100-000	SUPPLIES	53.14
		=== VENDOR TOTALS ===	106.28			
=====						
01-05175		CONTINENTAL RESEARCH CORPORATI				
-----						
I-353451-CRC-1		CLEANING SUPPLIES	346.37			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		CLEANING SUPPLIES		101 4141-70100-000	SUPPLIES	346.37
		=== VENDOR TOTALS ===	346.37			
=====						
01-04084		FIRE EQUIPMENT SPECIALTIES				
-----						
I-7090		SUPPER PASS ACCOUNTIBILITY KE	192.25			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		SUPPER PASS ACCOUNTIBILITY KEY		101 4124-70100-000	SUPPLIES	192.25
-----						
I-7102		EQUIPMENT	803.52			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		EQUIPMENT		402 4402-91000-000	MACHINERY & EQUIPMENT	803.52
		=== VENDOR TOTALS ===	995.77			
=====						
01-05383		JAMIE HANFORD				
-----						
I-201106152879		REFUND	32.00			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		REFUND		201 34340-000	NON-RESIDENT FEE	32.00
		=== VENDOR TOTALS ===	32.00			
=====						
01-05054		DEBORAH JONES				
-----						
I-201106152882		MILEAGE	53.32			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		MILEAGE		101 4117-86010-000	MILEAGE	53.32
		=== VENDOR TOTALS ===	53.32			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05582	MENARDS					
I-318113011086786		SUPPLIES	15.40			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		SUPPLIES		101 4141-70100-000	SUPPLIES	15.40
		=== VENDOR TOTALS ===	15.40			
=====						
01-01002	JUSTIN MILLER					
I-201106152883		MILEAGE	208.08			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		MILEAGE		101 4112-86010-000	MILEAGE & PARKING	208.08
		=== VENDOR TOTALS ===	208.08			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-201106152889		JULY 11 INSURANCE	5,990.70			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		JULY 11 INSURANCE		101 4112-89000-000	MISCELLANEOUS	5,990.70
		=== VENDOR TOTALS ===	5,990.70			
=====						
01-06030	OLSON,ROLAND					
I-201106152880		REIMBURSEMENT	123.25			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		MILEAGE		101 4113-86010-000	MILEAGE	38.25
		GFOA COURSE		101 4113-86100-000	CONFERENCES/EDUCATION/AS	85.00
		=== VENDOR TOTALS ===	123.25			
=====						
01-06115	TIMOTHY PITTMAN					
I-201106152892		COOKIES AND MILEAGE	102.00			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		COOKIES FOR EVENT		101 4116-89010-000	SPECIAL EVENTS	70.00
		MILEAGE		101 4112-86010-000	MILEAGE & PARKING	32.00
		=== VENDOR TOTALS ===	102.00			
=====						
01-06945	QWEST					
I-201106152884		LANDLINE PHONE	58.47			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		LANDLINE PHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.47
		=== VENDOR TOTALS ===	58.47			

PACKET: 00573 PAYABLES AS OF JUNE 15

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DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-06301 SAMS CLUB DISCOVER CARD

I-201106152881		ELECTRICAL CARD	102.49			
6/15/2011	APBNK	MANUAL CK# 077896 6/14/2011		1099: N		
		ELECTRICAL CARD		101 4131-87010-000	CITY HALL MAINTENANCE	102.49

=== VENDOR TOTALS === 102.49

01-05303 MICHELLE TESSER

I-201106152893		REC SUPPLIES	209.02			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		REC SUPPLIES		201 4201-70100-000	SUPPLIES	209.02

=== VENDOR TOTALS === 209.02

01-00878 US BANCORP

I-201106152887		HOSES AND TAPE	40.14			
6/15/2011	APBNK	MANUAL CK# 077881 6/09/2011		1099: N		
		HOSES AND TAPE		203 4203-70100-000	SUPPLIES	37.47
		HOSES AND TAPE		101 4112-70100-000	SUPPLIES	2.67

=== VENDOR TOTALS === 40.14

01-05870 XCEL ENERGY

I-201106152891		ELECTRICITY	2,353.51			
6/15/2011	APBNK	DUE: 6/15/2011 DISC: 6/15/2011		1099: N		
		CITY HALL SIGN		101 4141-85020-000	ELECTRIC/GAS	20.23
		CURTISS FIELD GAZEBO		101 4141-85020-000	ELECTRIC/GAS	10.28
		SNELLING/ HOYT SIGN		101 4141-85020-000	ELECTRIC/GAS	9.95
		STREET LIGHTS		101 4132-85020-000	STREET LIGHTING	151.16
		STREET LIGHTS		101 4132-85020-000	STREET LIGHTING	9.95
		ELECTRICITY		101 4141-85020-000	ELECTRIC/GAS	2,112.28
		ELECTRICITY		101 4141-85020-000	ELECTRIC/GAS	39.66

=== VENDOR TOTALS === 2,353.51

=== PACKET TOTALS === 13,924.05

Federal withholdings	5,491.81
State withholdings	962.91
PERA	2,602.62
ICMA	1,194.00

24,175.39

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0034	KURHAJETZ, CLEMENT	R	6/13/2011	156.95	077882
0095	POESCHL, MICHAEL J	R	6/13/2011	167.61	077883
0104	VANN, VINCENT A	R	6/13/2011	47.21	077884
0105	FEHRENBACH, ANTON M	R	6/13/2011	131.37	077885
0112	LESKE, CHRIS M	R	6/13/2011	63.35	077886
0119	WICK, JEFFREY M	R	6/13/2011	120.01	077887
0120	HAWTHORNE, ROCHELLE L	R	6/13/2011	169.89	077888
0123	SULLIVAN, BRYAN R	R	6/13/2011	292.17	077889
0124	KRUSE, MICHAEL D	R	6/13/2011	323.15	077890
0125	MILLER, RACHEL L	R	6/13/2011	166.95	077891
0126	SMITH, BENJAMIN J	R	6/13/2011	115.23	077892
0127	PONTRELLI, MITCHELL E	R	6/13/2011	88.54	077893
2172	ARCAND, MICHAEL W	R	6/13/2011	376.81	077894
1034	PITTMAN, GERALD J	R	6/13/2011	696.89	077895

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

PAY PERIOD ENDING 6/15/2011  
DIRECT DEPOSIT EFFECTIVE DATE 6/13/2011

EMP #	NAME	AMOUNT
0002	JUSTIN J MILLER	2,581.03
01-1010	MICHELLE C TESSER	1,409.75
01-1012	JESSICA A ANDERSON	394.43
01-1136	ROLAND O OLSON	1,665.10
01-1038	DEBORAH K JONES	1,678.69
01-0040	KEVIN ANDERSON	131.35
01-0085	DANIEL S JOHNSON-POWERS	99.27
01-0086	RICHARD H HINRICHS	198.78
01-0087	MICHAEL A MCKAY	130.23
01-0097	PATRICK GAFFNEY	167.61
01-0101	DALE E HUFF	146.36
01-0106	SCOTT A TESCH	141.25
01-1145	ANTHONY N SCARDIGLI	889.34
01-1030	TIMOTHY J PITTMAN	1,883.44
01-1033	DAVE TRETSEVEN	1,470.69
01-1143	COLIN B CALLAHAN	1,062.48
01-2186	ALLISON N DAVITT	574.22

TOTAL PRINTED: 17 14,624.02

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

REGULAR CHECKS:	14	2,916.13
DIRECT DEPOSIT REGULAR CHECKS:	17	14,624.02
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	31	17,540.15



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 22, 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>Mechanical License</u> for 2011. Staff has received the necessary documents for licensure.</p> <p style="text-align: center;">1. Titan Heating &amp; Cooling, LLP</p>
<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>	June 22, 2011
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	Proposed 2012-13 Police Contract
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	2012-13 Police Contract
<b>Description</b>	<p>For several years the City of Falcon Heights has contracted with the City of St. Anthony for police services. The current contract expires at the end of 2011, and for the past few months the city council and staff have been reviewing a new proposal. The proposed contract from St. Anthony calls for a two year contract (2012 and 2013) with 1% increases in the rate charged in each year. The rest of the contract is similar to the version currently in force.</p> <p>At the June 8<sup>th</sup> city council meeting, there were suggestions made to clarify the contract dates and a few other minor details. These clarifications have been made and are incorporated into the attached contract.</p>
<b>Budget Impact</b>	<p>The proposed contract calls for 1% increases in both 2012 and 2013:</p> <p>2011 \$590,167          2012 \$596,069          2013 \$602,030</p>
<b>Attachment(s)</b>	Proposed 2012-12 Police Contract
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve the 2012-13 police contract with the City of St. Anthony.

CONTRACT AGREEMENT  
FOR POLICE SERVICES

This Agreement is made and entered into as of \_\_\_\_\_, 2011 between the CITY OF ST. ANTHONY, a municipal corporation under the laws of the State of Minnesota ("St. Anthony") and the CITY OF FALCON HEIGHTS, a municipal corporation under the laws of the State of Minnesota ("Falcon Heights"). The services to be performed under this Agreement will commence January 1, 2012.

I. PURPOSE

St. Anthony and Falcon Heights have the power within their respective cities to provide for the prevention of crime and for police protection. Under Minnesota Statutes, Section 471.59, the cities may, by agreement, provide for the exercise of the police power by one city on behalf of the other city.

This Agreement sets forth the terms and conditions under which St. Anthony will provide police services for Falcon Heights. St. Anthony will have full authority and responsibility to provide services in accordance with all enabling legislation under the laws of the State of Minnesota and the ordinances of Falcon Heights. St. Anthony will provide feedback to the Falcon Heights City Administrator and City Council on a regular and timely basis, and will actively support the creation of a Joint Advisory Committee pursuant to Section IX of this Agreement, whose members come from both cities, and whose purpose is to review, monitor, and ensure a successful relationship between the two cities under this Agreement.

II. INTERPRETATION

This Agreement is entered following the preparation by Falcon Heights of a Request for Proposal for Police Services and the submission of a Responsive Proposal by St. Anthony (the "Proposal"). To the extent that any of the provisions of this Agreement are inconsistent with the provisions of the Proposal, the provisions of this Agreement will control. If any provision of this Agreement is ambiguous, the parties agree that the Proposal may be looked to as evidence of the parties' intent.

III. SERVICES

St. Anthony will provide Falcon Heights with 24 hour police service, and will physically place a certified officer within the boundaries of Falcon Heights 24 hours each day, except in those instances when the officer makes an arrest and transports a prisoner, during mutual aid situations, when providing a backup for another officer, or when called away for a court appearance, booking or similar police matter. Subject to these exceptions and in normal circumstances, St. Anthony will provide 24-hour police protection and police presence each day within the City of Falcon Heights. In those instances stated above when an officer is not physically present in Falcon Heights, St. Anthony will respond to emergency police calls with other officers.

IV. LEVEL OF SERVICES

During the term of this Agreement, St. Anthony will provide to Falcon Heights the same police service extended to persons and property within St. Anthony, which will include, but not be limited to, the following:

- A. Patrol services, with random patrolling of all residential, business and public property areas during all shifts;
- B. Police presence within the boundaries of Falcon Heights 24 hours each day, subject only to the exceptions noted above;



- C. Animal control services as provided within the City of St. Anthony by the animal control service employed by St. Anthony;
- D. Dispatching Costs  
Dispatching services are to be paid directly by the municipality served by Ramsey County Dispatch.
- E. Enforcement of all ordinances of Falcon Heights which are intended to be enforced by police officers, with special attention being given to parking, winter and nuisance ordinances;
- F. Ticketing for traffic violations will be done routinely during normal shifts;
- G. Crime prevention programs that encourage community involvement and investment in the City of Falcon Heights; in appropriate cases, referrals will be made to the Northwest Youth and Family Services Youth Diversion Program;
- H. Criminal investigations.
- I. Reports on police services and activities, including weekly, monthly and annual police reports;
- J. Responses to medical emergencies, fires and other emergencies; responses shall include, where appropriate, securing the scene for fire/rescue personnel, accompanying fire/rescue personnel to the hospital upon request of such personnel, and providing follow-up information to fire/rescue personnel upon request of such personnel;
- K. Officers will be available at Falcon Heights City Hall to answer questions from, and provide information regarding police activities to, Falcon Heights residents, business owners and staff on an as-needed basis;
- L. License inspections, background investigations and license enforcement services as called for under applicable state law or city ordinances;
- M. Review and comment, upon request, of proposed Falcon Heights ordinances affecting police services or enforcement;
- N. Follow-up on reported crimes with the person(s) who reported the crime, including routine notification by telephone or mail as to the status of the investigation; and
- O. Special event traffic patrol services.

V. PAYMENT FOR SERVICES

This Agreement will be effective January 1, 2012 and will continue until December 31, 2013. In consideration of the services to be provided under this Agreement, Falcon Heights will pay St. Anthony an annual fee of \$596,069 for the year 2012, and an annual fee of \$602,030 for the 2013, for the police service under this Agreement.

VI. METHOD OF PAYMENT

St. Anthony will bill Falcon Heights monthly for 1/12 of the annual fee, and Falcon Heights will promptly remit payments to St. Anthony within 30 days after receiving each billing from St. Anthony.

VII. LIABILITY

St. Anthony will be responsible for all liability incurred as a result of the actions of St. Anthony police officers under this Agreement, and will hold Falcon Heights, its officers and employees harmless for any liability resulting from actions of a St. Anthony employee and shall defend Falcon Heights, its officers and employees, against any claim for damages arising out of St. Anthony's performance of this Agreement; provided, however that if the claim, action or liability is one which is insured by St. Anthony's liability insurer, Falcon Heights will bear the first \$5,000.00 of expense for any such claim, action or liability, or expenses relation thereto, including attorneys' fees, to the extent not covered by the insurer because of a deductible amount under the policy (which deductible amount is currently \$10,000.00).

VIII. ADMINISTRATIVE RESPONSIBILITY

The law enforcement and police services rendered to Falcon Heights will be under the sole direction of St. Anthony. The standards of performance, the hiring and discipline of officers assigned, and other matters relating to regulations and policies related to police employment, services and activities, will be within the exclusive control of St. Anthony. The parties hereto expressly affirm the importance of work force diversity and St. Anthony agrees to use reasonable efforts, within applicable departmental budgetary limits, to recruit qualified female and minority police officers.

IX. JOINT ADVISORY COMMITTEE

Both cities will appoint members to a Joint Advisory Committee. The committee will meet at least once a year to ensure that this Agreement and the services performed pursuant to this Agreement are meeting the expectations of both cities. Any recommendations of the committee will be strictly advisory.

X. COMMUNICATIONS, EQUIPMENT AND SUPPLIES

St. Anthony will furnish all communication equipment and any necessary supplies required to perform the services, which are to be rendered under this Agreement.

XI. COOPERATION AND ASSISTANCE AGREEMENTS

Falcon Heights will be included in all Cooperative Agreements entered into by the St. Anthony Police Department with other police services units.

XII. HEADQUARTERS

Headquarters for services rendered to Falcon Heights under this Agreement will be located at offices owned or leased by St. Anthony. The citizens of Falcon Heights may notify headquarters or Ramsey County radio dispatch for police services requested either in person or by some other means of communication. St. Anthony officers may take routine telephone calls and complete routine reports for Falcon Heights at the Falcon Heights City Hall, and Falcon Heights will have facilities available to the officers at Falcon Heights City Hall for this purpose. The facilities will include a desk, telephone, fax and copier.

XIII. EMPLOYEES OF ST. ANTHONY

Officers assigned to duty in Falcon Heights will at all times be employees of St. Anthony. All obligations with regard to workers compensation, PERA, withholding tax, insurance and similar personnel and employment matters will be the obligation of St. Anthony. Falcon Heights will not be required to furnish any fringe benefits or assume any other liability of employment to any officer assigned to duty within Falcon Heights.

XIV. ENFORCEMENT POLICIES

Enforcement policies of St. Anthony will prevail as the enforcement policies within Falcon Heights. A written statement of the current enforcement policies of St. Anthony will be provided in writing to Falcon Heights.

XV. ENFORCEMENT OF ORDINANCES OF THE CITY OF FALCON HEIGHTS

St. Anthony officers assigned to duty within Falcon Heights will enforce Falcon Heights' ordinances to the extent appropriate for enforcement by police officers.

XVI. OFFICERS OF FALCON HEIGHTS

The officer's assigned duty within Falcon Heights will be provided with authority to enforce the laws of the City of Falcon Heights by proper action to be taken by the Falcon Heights City Council, and while performing services under this Agreement will be considered police officers of Falcon Heights. The Chief of Police of St. Anthony will furnish to the Falcon Heights City Administrator the names of all St. Anthony police officers assigned to Falcon Heights, and all such officers will be appointed officers of the City of Falcon Heights.

XVII. OFFENSES

All offenses within Falcon Heights charged by police officers under this Agreement will be charged in accordance with Falcon Heights' ordinances when possible; otherwise, the charge will be made in accordance with the laws of the State of Minnesota or the laws of the United States of America.

XVIII. COMMUNICATIONS

St. Anthony agrees to provide the Falcon Heights Administrator with weekly, monthly and annual police reports, in a format as is mutually agreed to by the St. Anthony Police Chief and the Falcon Heights City Administrator.

The St. Anthony Police Chief will regularly communicate with the Falcon Heights City Administrator in order to ensure that Falcon Heights is knowledgeable about any police activity in the City, and at the request of the Administrator the Police Chief will make presentations to the Falcon Heights City Council.

XIX. PROSECUTION AND REVENUES

Falcon Heights will pay all costs of prosecution for all offenses charged within its boundaries or under its ordinances. LEAA funds and confiscated drug funds will be retained by St. Anthony. Fine revenues will be paid to Falcon Heights. P.O.S.T. training funds will be used for officer training.

XX. CONTINUATION OF AGREEMENT

This Agreement will be effective January 1, 2012 and will continue until terminated as described in Paragraph XXI below. In consideration for services provided under this Agreement, St. Anthony and Falcon Heights shall establish the fee for police services for the time period after December 31, 2013 by June 15, 2013.

XXI. TERMINATION OF AGREEMENT

Either St. Anthony or Falcon Heights may terminate the Agreement by submitting a written notification to terminate to the City Administrator of Falcon Heights and the City Manager of St. Anthony by June 15<sup>th</sup> of the odd numbered years that Falcon Heights or St. Anthony intends to terminate the Agreement. Termination of this Agreement shall be effective on December 31<sup>st</sup> at 11:59 p.m. of the year that either Falcon Heights or St. Anthony terminates the Agreement.

XXII. REVIEW OF AGREEMENT

From time to time the terms and conditions of this Agreement shall be reviewed and revised, as St. Anthony and Falcon Heights deem necessary.

XXIII. ASSIGNMENT

The rights and obligations of the parties under this Agreement will not be assigned, and St. Anthony will not subcontract for any services to be furnished to Falcon Heights (except as otherwise provided in this Agreement), without the prior written consent of the other party.

The parties hereto have executed this Agreement as of the date first above stated.

CITY OF FALCON HEIGHTS

CITY OF ST. ANTHONY

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
Mayor

By: \_\_\_\_\_  
City Administrator

By: \_\_\_\_\_  
City Manager

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 22, 2011
<b>Agenda Item</b>	Policy G2
<b>Attachment</b>	11-08 Resolution & Map
<b>Submitted By</b>	Deb Bloom, City Engineer

<b>Item</b>	Award of Bid - 2011 Crackseal & Sealcoat								
<b>Description</b>	The 2011 Crack Seal & Sealcoat project consists of the routine maintenance of streets within the City. The locations are shown on the attached map. The streets that were left off were either completed in 2010 or are on the City's five year Capital Improvement Plan for mill and overlay. Staff advertised the project for three weeks. The bids were opened at 11 a.m. on Wednesday, June 15, 2011. Based on the bids received, staff recommends awarding the project to the lowest responsible bidder.								
<b>Budget Impact</b>	<p>We received three bids for this project. The lowest responsible bid was submitted by Allied Blacktop, Co. \$92,665.80, is roughly in line with the budgeted amount in the 2011 CIP (\$91,000). The following is a summary of the bids received for this project:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Contractor</th> <th style="width: 30%;">Bid</th> </tr> </thead> <tbody> <tr> <td>Allied Blacktop, Co.</td> <td style="text-align: right;">\$92,665.80</td> </tr> <tr> <td>Astech Corporation</td> <td style="text-align: right;">\$102,988.00</td> </tr> <tr> <td>Pearson Bros, Inc.</td> <td style="text-align: right;">\$125,060.00</td> </tr> </tbody> </table> <p>This project is proposed to be paid for using Municipal State Aid funds, \$70,639.60 and City Street Infrastructure funds, \$22,026.20. MSA funds will be used for the street segments and the alleys would be paid for out of the Street Infrastructure Fund. All work should be completed by July 29th, 2011.</p>	Contractor	Bid	Allied Blacktop, Co.	\$92,665.80	Astech Corporation	\$102,988.00	Pearson Bros, Inc.	\$125,060.00
Contractor	Bid								
Allied Blacktop, Co.	\$92,665.80								
Astech Corporation	\$102,988.00								
Pearson Bros, Inc.	\$125,060.00								
<b>Attachment(s)</b>	11-08 Resolution Awarding Contract to Allied Blacktop, Co. Map showing street segments included in this project								
<b>Action(s) Requested</b>	Approval of a resolution awarding bid for 2011 Crack Repair & Sealcoat in the amount of \$92,665.80 to Allied Blacktop, Co. of Maple Grove, Minnesota.								

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

June 23, 2011

No. 11-08

---

**A RESOLUTION AWARDED BIDS  
FOR 2011 CRACK SEAL & SEALCOAT FOR  
THE CITY OF FALCON HEIGHTS**

WHEREAS, by the City Council of the City of Falcon Heights, as follows:

Pursuant to advertisement for bids for the improvement, according to the plans and specifications thereof on file in the office of the City Administrator, said bids were received on Wednesday, June 15, 2011, at 10:00 a.m., opened and tabulated according to law and the following bids were received complying with the advertisement:

Contractor	Bid
Allied Blacktop, Co	\$92,665.80
Astech Corporation	\$102,988.00
Pearson Bros, Inc.	\$125,060.00

WHEREAS, it appears that Allied Blacktop, Co, of Maple Grove, Minnesota, is the lowest responsible bidder at the tabulated price of \$92,665.80,

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Falcon Heights that

1. The Mayor and Administrator are hereby authorized and directed to enter into a contract with Allied Blacktop, Co, of Maple Grove, Minnesota for \$92,665.80 in the name of the City of Falcon Heights for the above improvements according to the plans and specifications.
2. The City Engineer is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids except the deposits of the successful bidder and the next lowest bidder shall be retained until contracts have been signed.

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Moved by:

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

Peter Lindstrom, Mayor  
June 23, 2011

LINDSTROM

\_\_\_\_\_ In Favor

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

GOSLINE

\_\_\_\_\_ Against

Justin Miller  
City Administrator

HARRIS




June 23, 2011

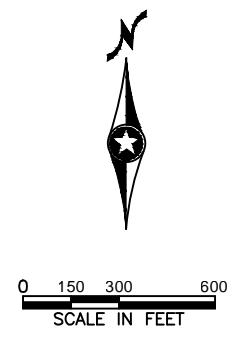
LONG

MERCER-TAYLOR



**LEGEND**

-  Seal Coat
-  Crack Seal and Seal Coat
-  Catch Basin (69 total)



I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

*John A. Boarder*  
 CIVIL ENGINEER  
 DATE: 5/27/2011 L.C. NO. 28469

DESIGNED	DRAWN	CHECKED
	DRT	

NO.	DATE	ISSUED FOR REVIEW	DESCRIPTION OF REVISIONS
1	5/28/11	DRT	

**CRACK AND SEAL COAT**



ENGINEERING DEPARTMENT

**LOCATION PLAN**

CITY PROJ. NO. FH11-20 SAP NO. 124-030-002

SHEET NO. 3	3 OF SHEETS
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*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 22, 2011
<b>Agenda Item</b>	Policy G3
<b>Attachment</b>	Resolution 11-07 Council on Local Results and Innovation 2011 Legislative Report
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Performance Measurement Program
<b>Description</b>	<p>In 2010, the Minnesota Legislature created the Council on Local Results and Innovation. In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services. Cities and counties that choose to participate in the new standards measure program may be eligible for a reimbursement in Local Government Aid and exemption from levy limits.</p> <p>The performance measurement program lists ten areas that need to be measured, and the list is attached to this report. For many of them, a survey of our residents is required. Staff has received confirmation from the State Auditor's office that a survey distributed through a free, online tool such as Survey Monkey will meet the criteria. It should be noted that the results from such a survey cannot necessarily be considered statistically significant, but it will give us a good idea of the opinion of our residents when evaluating city services. There are other packages available that are not free but are priced reasonably and would provide for more questions and responses. Some of the other measurements, such as Part I and II crimes, pavement rating, and ISO fire ratings, are already being measured by the city.</p> <p>If the city adopts these measurements by July 1, we will be eligible for the program and the financial benefits described above for taxes payable in 2012.</p>
<b>Budget Impact</b>	The per capita LGA reimbursement is relatively insignificant (\$.14 per capita, roughly \$745), but the benefits of obtaining a waiver of levy limits would be dependent on budget decisions made by the city council.
<b>Attachment(s)</b>	Resolution 11-07 Council on Local Results and Innovation 2011 Legislative Report



<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council adopt the attached Resolution 11-07 certifying that the City of Falcon Heights has adopted the required performance measurements as determined by the Council on Local Results and Innovation.
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CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION

June 22, 2011

No. 11-07

-----  
**Resolution Adopting Performance Measurement Standards**

**WHEREAS**, in 2010, the Minnesota Legislature created the Council on Local Results and Innovation; and

**WHEREAS**, In February 2011, the Council released a standard set of ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services, and measure residents' opinions of those services; and

**WHEREAS**, the Falcon Heights City Council is interested in adopting these performance measures and tracking the results to better manage the city's resources and programs,

**NOW, THEREFORE, BE IT RESOLVED** that the Falcon Heights City Council adopts the performance measures detailed in the Council on Local Results and Innovation 2011 Legislative Report dated February 14, 2011; and

**BE IT FURTHER RESOLVED** that the Falcon Heights City Council direct the City Administrator to begin implementing the process to gather the information required in order to fully qualify for the program as stipulated by the Office of the State Auditor.

Moved by:

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

Peter Lindstrom, Mayor  
June 22, 2011

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

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

Justin Miller  
City Administrator  
June 22, 2011

**The Council on Local Results and Innovation 2011**  
**Legislative Report**

February 14, 2011

February 14, 2011

To the Property and Local Sales Tax Division of the House of Representatives, Taxes Committee and the Taxes Division on Property Taxes of the Senate Tax Committee,

Per the requirements of 2010 Minnesota Laws Chapter 389, Article 2, Sections 1 and 2, the Council on Local Results and Innovation is submitting its recommended "... standard set of approximately ten performance measures for counties and ten performance measures for cities that will aid residents, taxpayers, and state and local elected officials in determining the efficacy of counties and cities in providing services, and measure residents' opinion of those services." The recommended model performance measures are attached. Local government and public feedback was solicited on the proposed benchmarks.

The members of the Council include:

- Patricia Coldwell, Association of Minnesota Counties
- John Gunyou, City of Minnetonka
- Mark Hintermeyer, City of Moorhead
- Jay Kiedrowski, Humphrey School, University of Minnesota
- Katie Nerem, Blue Earth County
- Rebecca Otto, Minnesota State Auditor
- Jay Stroebel, City of Minneapolis
- Matt Stemwedel, City of Woodbury
- Wendy Underwood, City of St. Paul
- Tim Walsh, Scott County
- Ben Woessner, City of Pelican Rapids

The Council received no funding to conduct their work. Meeting minutes were taken by volunteers, and the Office of the State Auditor posted all meeting materials and meeting dates on the Office of the State Auditor website. All meetings were open to the public.

The Council sees value in having all counties and cities in Minnesota develop performance measures that they use to manage their jurisdictions and having results of those performance measures shared with citizens and property tax payers. Our recommended performance measures should be considered examples to assist counties and cities in developing their own performance measures. The Council was concerned about the misuse of these performance measures by the legislature or others in the appropriation of funds or for comparisons among counties and cities. The general performance measures recommended are simply inadequate for those purposes.

The Council on Local Results and Innovation is proceeding to meet the additional requirements of the statute, which is to "develop recommended minimum standards for comprehensive

performance measurement systems by February 15, 2012.” We interpret “performance measurement system” to mean more broadly a performance management system that uses performance measures to manage counties and cities.

Representatives of the Council would welcome the opportunity to discuss the Council’s work, our recommended model performance measures, and our concerns about the use of these measures.

Sincerely,

Jay Kiedrowski, Chair

Minnesota Council on Local Results and Innovation

Cc: House Speaker, House Minority Leader, Senate Majority Leader, and Senate Minority Leader

Attached: Model Performance Measures for Counties, Model Performance Measures for Cities

## **Model Performance Measures for Counties**

The following are the recommended model measures of performance outcomes for counties, with alternatives provided in some cases. Key output measures are also suggested for consideration by local county officials.

### **Public Safety:**

1. Part I and II crime rates (*Submit data as reported by the Minnesota Bureau of Criminal Apprehension. Part I crimes include murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes include other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, D.U.I., liquor laws, disorderly conduct, and other offenses.*)

**OR**

Citizen's rating of safety in their county. (*Citizen Survey: very safe, somewhat safe, neither safe nor unsafe, somewhat safe, very unsafe*)

### **Output Measure:**

Deputy Response Time (*Time it takes on top-priority calls from dispatch to the first officer on scene.*)

### **Probation/Corrections:**

2. Percent of adult offenders with a new felony conviction within 3 years of discharge

### **Public Works:**

3. Hours to plow complete system during a snow event
4. Average county pavement condition rating

**OR**

Citizen's rating of the road conditions in their county. (*Citizen Survey: good condition, mostly good condition, many bad spots*)

(Under legislation passed in 2009 (Minn. Stat. § 402A.15), counties are engaged with the Department of Human Services and community organizations in a three-year process to develop comprehensive performance measures across all areas of human services, for which all counties will be held accountable. The following measures here are intended to serve as 'placeholders', not to replace the more comprehensive measures scheduled to be completed by December 2012.)

**Public Health:**

5. Life Expectancy generally and by sex and race

**OR**

Behavioral Risk Factor Surveillance system rating (Citizen Survey: excellent, very good, good, fair, or poor)

**Social Services:**

6. Workforce participation rate among MFIP and DWP recipients
7. Percentage of children where there is a recurrence of maltreatment within 12 months following an intervention

**Taxation:**

8. Level of assessment ratio (*If the median ratio falls between 90% and 105%, the level of assessment is determined to be acceptable.*)

**Elections:**

9. Accuracy of post-election audit (*Percentage of ballots counted accurately.*)

**Veterans' Services:**

**Output Measure:**

Percent of veterans surveyed who said their questions were answered when seeking benefit information from their County Veterans' Office

**Parks:**

10. Citizens' rating of the quality of county parks, recreational programs, and/or facilities. (*Citizen survey: excellent, good, fair, poor*)

**Library:**

11. Number of annual visits per 1,000 residents

## **Model Performance Measures for Cities**

The following are the recommended model measures of performance outcomes for cities, with alternatives provided in some cases. Key output measures are also suggested for consideration by local city officials.

### **General:**

1. Rating of the overall quality of services provided by your city (*Citizen Survey: excellent, good, fair, poor*)
2. Percent change in the taxable property market value
3. Citizens' rating of the overall appearance of the city (*Citizen Survey: excellent, good, fair, poor*)

### **Police Services:**

4. Part I and II crime rates (*Submit data as reported by the Minnesota Bureau of Criminal Apprehension. Part I crimes include murder, rape, aggravated assault, burglary, larceny, motor vehicle theft, and arson. Part II crimes include other assaults, forgery/counterfeiting, embezzlement, stolen property, vandalism, weapons, prostitution, other sex offenses, narcotics, gambling, family/children crime, D.U.I., liquor laws, disorderly conduct, and other offenses.*)

**OR**

Citizens' rating of safety in their community (*Citizen Survey: very safe, somewhat safe, neither safe nor unsafe, somewhat unsafe, very unsafe*)

### **Output Measure:**

Police response time (*Time it takes on top priority calls from dispatch to the first officer on scene.*)

### **Fire Services:**

5. Insurance industry rating of fire services (*The Insurance Service Office (ISO) issues ratings to Fire Departments throughout the country for the effectiveness of their fire protection services and equipment to protect their community. The ISO rating is a numerical grading system and is one of the primary elements used by the insurance industry to develop premium rates for residential and commercial businesses. ISO analyzes data using a Fire Suppression Rating Schedule (FSRS) and then assigns a Public Protection Classification from 1 to 10. Class 1 generally represents superior property fire protection and Class 10 indicates that the area's fire suppression program does not meet ISO's minimum criteria.*)

**OR**



Citizens' rating of the quality of fire protection services (*Citizen Survey: excellent, good, fair, poor*)

**Output Measure:**

Fire response time (*Time it takes from dispatch to apparatus on scene for calls that are dispatched as a possible fire*).

Emergency Medical Services (EMS) response time (if applicable) (*Time it takes from dispatch to arrival of EMS*)

**Streets:**

6. Average city street pavement condition rating (*Provide average rating and the rating system program/type. Example: 70 rating on the Pavement Condition Index (PCI)*)

**OR**

Citizens' rating of the road condition in their city (*Citizen Survey: good condition, mostly good condition, many bad spots*)

7. Citizens' rating the quality of snowplowing on city streets (*Citizen Survey: excellent, good, fair, poor*)

**Water:**

8. Citizens' rating of the dependability and quality of city water supply (centrally-provided system) (*Citizen Survey: excellent, good, fair, poor*)

**Output Measure:**

Operating cost per 1,000,000 gallons of water pumped/produced (centrally-provided system) (*Actual operating expense for water utility / (total gallons pumped/1,000,000)*)

**Sanitary Sewer:**

9. Citizens' rating of the dependability and quality of city sanitary sewer service (centrally provided system) (*Citizen Survey: excellent, good, fair, poor*)

**Output Measure:**

Number of sewer blockages on city system per 100 connections (centrally provided system) (*Number of sewer blockages on city system reported by sewer utility / (population/100)*)

**Parks and Recreation:**

10. Citizens' rating of the quality of city recreational programs and facilities (parks, trails, park buildings) (*Citizen Survey: excellent, good, fair, poor*)



***The City That Soars!***

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	June 22, 2011
<b>Agenda Item</b>	Policy G4
<b>Attachment</b>	Comprehensive bid list Adopt-a-court grant agreement
<b>Submitted By</b>	Michelle Tesser, Assistant to the City Administrator

<b>Item</b>	Acceptance of Construction Bid for Community Park Tennis Courts
<b>Description</b>	The Community Park tennis courts have been in poor condition for several years with heaved cracks beyond maintenance. In 2008, staff reviewed several options for improving the courts but was unable to receive grant funding since the improvements were short term. Since 2008, staff has budgeted for a complete tear down and new construction of the tennis courts. Staff requested construction bids on April 22, 2011. Attached is the list of construction bids received.
<b>Budget Impact</b>	The Parks and Recreation Capital fund has budgeted \$120,000 for the construction of the new tennis courts which is reflected in the 2011 CIP. This budgeted amount assumes receiving \$40,000 in grant funding for a net cost to the city of \$80,000. USTA Northern has awarded the city with a \$3,200 adopt-a-court grant. Staff is currently awaiting word on the USTA National grant.
<b>Attachment(s)</b>	Comprehensive bid list Adopt-a-court grant agreement
<b>Action(s) Requested</b>	Construction bond bids will expire on June 24, 2011. Staff is expecting to have the grant award results from USTA National by the June 22, 2011 council meeting and will make its recommendation to the council at that time.

## BID TABULATION FORM

**Project: CITY OF FALCON HEIGHTS, COMMUNITY PARK TENNIS CT. RECONSTRUCTION**

**Time: April 26, 2011 at 2:00pm**

<b>Contractor</b>	<b>Bid Bond</b>	<b>Bid Item One Tennis Ct.</b>	<b>Bid Item Two 2-Light Poles</b>	<b>Bid Item Three 4-Light Poles</b>	<b>Lump Sum Bid Item 1 &amp; 2</b>	<b>Lump Sum Bid Item 1 &amp; 3</b>	<b>Unit Price One</b>	<b>Unit Price Two</b>
Midwest Asphalt	Y	\$90,250.00	\$45,300.00	\$52,600.00	\$135,550.00	\$142,850.00	\$43.75	\$1.20
T.A. Schifsky & Sons	Y	\$92,230.00	\$40,404.00	\$46,952.00	\$132,634.00	\$139,182.00	\$35.00	\$1.80
Urban Co.	Y	\$96,000.00	\$50,000.00	\$60,000.00	\$146,000.00	\$156,000.00	\$37.00	\$1.50
Barber Construction	Y	\$96,309.00	\$45,450.00	\$54,900.00	\$141,759.00	\$151,209.00	\$27.00	\$1.00
Pine Bend Paving	Y	\$96,950.00	\$45,000.00	\$55,000.00	\$141,950.00	\$151,950.00	\$35.00	\$2.50
Bituminous Roadways	Y	\$101,700.00	\$42,725.00	\$49,565.00	\$144,425.00	\$151,265.00	\$50.00	\$8.00
DMJ Asphalt	Y	\$103,058.00	\$43,442.00	\$50,397.00	\$146,500.00	\$153,455.00	\$44.50	\$2.68
Northwest Asphalt	Y	\$105,975.00	\$46,100.00	\$54,300.00	\$152,075.00	\$160,275.00	\$45.00	\$1.40
Buck Blacktop	Y	\$114,441.00	\$43,409.00	\$49,677.00	\$157,850.00	\$164,118.00	\$61.00	\$1.45



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May 9, 2010

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Mike Goldammer  
Executive Director

Michelle Tesser  
City of Falcon Heights  
2077 W. Larpenteur Ave.  
Falcon Heights, MN 55113

Dear Ms. Tesser,

Congratulations! On behalf of the USTA Northern Grants Committee, I am very pleased to inform you that **City of Falcon Heights has been awarded Adopt-A-Court Funding in the amount of \$3,200.** We congratulate you on your hard work in advocating for renovations at the Community ParkTennis Courts and hope that a USTA Northern grant will assist with local fundraising efforts. City of Falcon Heights exemplifies the type of commitment to promoting the game of tennis for which this program was established.

In order to receive payment, **please return a countersigned copy of this letter.** Grant funds must be used in accordance with the budget and project plan outlined in your Adopt-A-Court grant application. In addition, please work with the technical team at our national office to ensure that your courts are built to USTA specifications, including the inclusion of 10 and Under Tennis blended lines. Any funds not used for these purposes by the end of the 2012 construction season shall revert to USTA Northern.

Acceptance of this grant indicates that you agree to submit an accountability report upon completion of your project. Please take a look at this enclosed form now so that you will be prepared to provide necessary information. Grant accountability is due back to USTA Northern by **December 1, 2011.**

Your grant award will be sent to you this summer. Please notify us of any opportunities for a public check presentation, such as at a fundraising event or groundbreaking ceremony, so that we can attempt to send a USTA Northern representative.

We look forward to following the progress of your renovation and appreciate your efforts to promote community tennis. If you have questions or need further assistance, please do not hesitate to contact me at the USTA Northern office.

Sincerely,

Becky Cantellano  
Director of Tennis Programs & Services

Accepted by: Michelle Tesser, Assistant to the City 5/10/11  
Name, Title Administrator Date  
City of Falcon Heights 2006301107  
Organization EIN #

Proud Sponsors of USTA Northern

