

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

AGENDA  
October 12, 2011

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_\_ HARRIS \_\_\_\_ GOSLINE \_\_\_\_  
LONG \_\_\_\_ MERCER-TAYLOR \_\_\_\_  
MILLER \_\_\_\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: September 14, 2011
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
  - 1. General Disbursements through 10/6/2011: \$203,769.10  
Payroll through 9/30/2011: \$30,333.33
  - 2. City License Renewal
  - 3. Appointment of Firefighter
  - 4. GIS User Group Joint Powers Agreement
  - 5. Amendment #3 to Water Agreement with St. Paul Regional Water Services
  - 6. Order Feasibility Report for the 2012 Pavement Management Program
  - 7. Approve Resolution Requesting Ramsey County Establish Parking Restrictions on  
Fairview Avenue
  - 8. 2011 Assistance to Firefighters Grant Application
  - 9. Call for Public Hearing for TIF District Plan Modifications
- G. POLICY ITEMS:
  - 1. Complete Streets Policy
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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City Hall  
2077 West Larpenteur Avenue

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September 14, 2011

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_X\_ HARRIS \_X\_ GOSLINE \_X\_  
LONG \_X\_ MERCER-TAYLOR \_X\_  
MILLER \_X\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: August 24, 2011 Approved
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA: Chuck Long Moved Approval 5-0  
1. General Disbursements through 9/08/2011: \$138,887.85  
Payroll through 8/29/2011: \$18,089.27  
2. City License Renewal  
3. Northeast Suburban Campus Connector (NESCC) Construction Agreement
- G: POLICY ITEMS:  
1. Parkland Dedication Ordinance Amendment Pam Harris Moved Approval 5-0  
2. Setting of Preliminary Tax Levy and Budget Hearing Date  
Budget Hearing December 14, 2011 at 7:00pm  
Beth Mercer-Taylor Moved Approval 5-0
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT: 7:52pm



*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 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 10/6/2011: \$203,769.10 Payroll through 9/30/2011: \$ 30,333.33
<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: 00605 SEPT 30 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
=====						
01-00255		AMERICAN OFFICE PRODUCTS				
I-119811		OFFICE SUPPLIES	226.11			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		OFFICE SUPPLIES		101 4112-70100-000	SUPPLIES	226.11
		=== VENDOR TOTALS ===	226.11			
=====						
01-03122		CITY OF ST PAUL				
I-120086		FUEL	159.35			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	159.35
		=== VENDOR TOTALS ===	159.35			
=====						
01-04027		EMERGENCY APPARATUS MAINT				
I-201109303082		REPAIRS EXP	7.00			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		REPAIRS EXP		101 4124-87029-000	REPAIR OTHER EQUIPMENT	7.00
		=== VENDOR TOTALS ===	7.00			
=====						
01-04084		FIRE EQUIPMENT SPECIALTIES				
I-7224		FIRE HOSE	1,957.43			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		FIRE HOSE		402 4402-91000-000	MACHINERY & EQUIPMENT	1,957.43
		=== VENDOR TOTALS ===	1,957.43			
=====						
01-05153		HOME DEPOT CRC/GEFC				
I-201109303077		SIDEWALK MARKERS	26.64			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		SIDEWALK MARKERS		101 4132-70120-000	SUPPLIES	26.64
I-201109303078		NUTS, BOLTS, BRUSH	45.08			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		NUTS, BOLTS, BRUSH		101 4132-75100-000	STREET SIGNS	45.08
I-201109303079		SEASONAL SUPPLIES	88.21			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		SEASONAL SUPPLIES		101 4141-70100-000	SUPPLIES	88.21
I-201109303080		PLUMBING SUPPLIES	4.65			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		PLUMBING SUPPLIES		101 4141-70100-000	SUPPLIES	4.65
		=== VENDOR TOTALS ===	164.58			

PACKET: 00605 SEPT 30 PAYABLES

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SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07272	LILLIE	SUBURBAN NEWSPAPER				
I-201109303075		LEGAL NOTICES	30.00			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		LEGAL NOTICES		101 4111-70410-000	LEGAL NOTICES	30.00
		=== VENDOR TOTALS ===	30.00			
=====						
01-05555	MEDICS	TRAINING				
I-9081		EMT TRAINING	525.00			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		EMT TRAINING		101 4124-86020-000	TRAINING	525.00
		=== VENDOR TOTALS ===	525.00			
=====						
01-05670	METRO	PRODUCTS INC				
I-80439		SHOP SUPPLIES	229.07			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		SHOP SUPPLIES		101 4132-70120-000	SUPPLIES	229.07
		=== VENDOR TOTALS ===	229.07			
=====						
01-05693	MIDWEST	ASPHALT CORPORATION				
I-51040		TENNIS COURT CONSTRUCTION #1	79,562.50			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		TENNIS COURT CONSTRUCTION #1		403 4403-91500-000	TENNIS COURT RECONSTRUCT	79,562.50
		=== VENDOR TOTALS ===	79,562.50			
=====						
01-07543	MN	FALL EXPO				
I-201109303074		FALL EXPO FEES DAVE AND COLIN	50.00			
9/30/2011	APBNK	MANUAL CK# 078323 9/29/2011		1099: N		
		FALL EXPO FEES DAVE & COLIN		101 4132-86100-000	CONFERENCES/EDUCATION/AS	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-05843	MN	NCPERS LIFE INSURANCE				
I-201109303090		OCTOBER INVOICE	31.20			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		OCTOBER INVOICE		101 21709-000	OTHER PAYABLE	31.20
I-201109303091		OCTOBER INVOICE	0.80			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		OCTOBER INVOICE		206 21709-000	OTHER PAYABLE	0.80
		=== VENDOR TOTALS ===	32.00			

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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
=====						
01-05824	MUSKA LIGHTING CENTER					
I-159099		MAINT	173.61			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		MAINT		101 4132-87120-000	STREET LIGHT MAINTENANCE	173.61
		=== VENDOR TOTALS ===	173.61			
=====						
01-06024	ON SITE SANITATION					
I-A-433761		PORTABLE TOILET- CURTISS PK	55.58			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		PORTABLE TOILET - CURTISS		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
I-A-433916		PORTABLE TOILET - COMM PK	55.58			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		PORTABLE TOILET - COMM PARK		601 4601-85080-000	PORTABLE TOILET PARKS	55.58
		=== VENDOR TOTALS ===	111.16			
=====						
01-06115	TIMOTHY PITTMAN					
I-201109303076		MILEAGE REIMBURSEMENT	35.20			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		MILEAGE REIMBURSEMENT		101 4141-86101-000	MILEAGE	35.20
		=== VENDOR TOTALS ===	35.20			
=====						
01-06185	RAMSEY COUNTY					
I-PRREL-395		QUARTERLY ELECTION CHARGE	4,062.50			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		QUATERLY ELECTION CHARGE		101 4115-80300-000	ELECTION CONTRACT	4,062.50
I-PRRVA-146		ASSESSMENT FEES	92.50			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		ASSESSMENT FEES		419 4419-94900-000	BOND FEES	92.50
		=== VENDOR TOTALS ===	4,155.00			
=====						
01-06535	SPEEDWAY SUPERAMERICA					
I-201109303081		FUEL	877.24			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	877.24
		=== VENDOR TOTALS ===	877.24			

PACKET: 00605 SEPT 30 PAYABLES

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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
=====						
01-07228	CITY OF ST ANTHONY					
I-2624		POLICE SERVICES	34,180.59			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		POLICE SERVICES		101 4122-81000-000	POLICE SERVICES	34,180.59
		=== VENDOR TOTALS ===	34,180.59			
=====						
01-07128	ST CROIX TREE SERVICE					
I-201109303083		TREE REMOVAL/PRUNING	2,576.16			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		TREE REMOVAL/PRUNING		419 4419-85000-000	TREE REMOVAL	2,576.16
I-201109303084		TREE STORM DAMAGE	240.00			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		TREE STORM DAMAGE		419 4419-89000-000	ALLOCATION BONDING AUTH	240.00
I-201109303085		TREE REMOVAL	513.00			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		TREE REMOVAL		419 4419-85000-000	TREE REMOVAL	513.00
		=== VENDOR TOTALS ===	3,329.16			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-201109303086		PARKS - SEWER	90.34			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		PARKS - SEWER		101 4141-85070-000	SEWER	90.34
I-201109303087		PARKS - WATER	153.04			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		PARKS - WATER		101 4141-85040-000	WATER	153.04
I-201109303088		CITY HALL - WATER	21.48			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		CITY HALL - WATER		101 4131-85040-000	WATER	21.48
I-201109303089		CITY HALL - SEWER	19.79			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		CITY HALL - SEWER		101 4141-85070-000	SEWER	19.79
		=== VENDOR TOTALS ===	284.65			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-07109	W.S. DARLEY & CO.					
I-114434		SUPPLIES	231.54			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		SUPPLIES		101 4124-70100-000	SUPPLIES	231.54
		=== VENDOR TOTALS ===	231.54			
=====						
01-05870	XCEL ENERGY					
I-201109303073		REFUND PERMIT FEE	10.00			
9/30/2011	APBNK	MANUAL CK# 078324 9/30/2011		1099: N		
		REFUND PERMIT FEE		101 32240-000	OTHER PERMITS	10.00
I-389785311		ELECT	7.64			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		ELECT		101 4121-85020-000	ELECTRIC	7.64
I-389785424		ELECT	28.84			
9/30/2011	APBNK	DUE: 9/30/2011 DISC: 9/30/2011		1099: N		
		ELECT		101 4141-85020-000	ELECTRIC/GAS	28.84
		=== VENDOR TOTALS ===	46.48			
		=== PACKET TOTALS ===	126,367.67			



PACKET: 00607 OCT 6 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
=====						
01-05220	ANDERSON, HELGEN, DAVIS&NISSEN					
I-201110043094		SEPT/11 PROSECUTIONS	2,577.85			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		SEPT/11 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,577.85
=== VENDOR TOTALS ===			2,577.85			
=====						
01-04027	EMERGENCY APPARATUS MAINT					
I-57531		757 AERIAL SVC & HYDRAULIC RE	1,614.65			
10/05/2011	APBNK	DUE: 10/05/2011 DISC: 10/05/2011		1099: N		
		757 AERIAL SVC & HYDRAULIC REP		101 4124-87029-000	REPAIR OTHER EQUIPMENT	1,614.65
=== VENDOR TOTALS ===			1,614.65			
=====						
01-04061	FALCON HEIGHTS FIRE RELIEF					
I-201110043096		FIRE AID 2011	40,264.00			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		FIRE AID 2011		101 4125-64040-000	FIRE RELIEF AID	40,264.00
=== VENDOR TOTALS ===			40,264.00			
=====						
01-04084	FIRE EQUIPMENT SPECIALTIES					
I-7235		BATTERY PACK ASSEMBLY	181.64			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		BATTERY PACK ASSEMBLY		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	181.64
=== VENDOR TOTALS ===			181.64			
=====						
01-05115	GOPHER STATE ONE CALL					
I-19012		LOCATES	354.80			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		LOCATES		601 4601-88030-000	LOCATES	354.80
=== VENDOR TOTALS ===			354.80			
=====						
01-05134	HEJNY RENTAL, INC.					
I-202937		FIRE DEPT OPEN HOUSE EXPS	92.97			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		FIRE DEPT OPEN HOUSE EXPS		101 4116-89010-000	SPECIAL EVENTS	92.97
=== VENDOR TOTALS ===			92.97			

PACKET: 00607 OCT 6 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

01-05243 HINRICHS,RICH

I-201110063097		REIMB: FIRE BOOKS/MARKERS/EVE	119.52			
10/06/2011	APBNK	DUE: 10/06/2011 DISC: 10/06/2011		1099: N		
		FIRE BOOKS/MARKERS/EVENT EXPS		101 4124-70100-000	SUPPLIES	119.52
=== VENDOR TOTALS ===			119.52			

01-05821 MUSKA ELECTRIC

I-159324		STREET LIGHT BULBS	205.63			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		STREET LIGHT BULBS		101 4132-87120-000	STREET LIGHT MAINTENANCE	205.63
=== VENDOR TOTALS ===			205.63			

01-07263 NEXTEL COMMUNICATIONS, INC

I-201110043095		CELL PHONES FIRE TRUCKS	93.91			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		CELL PHONES FIRE TRUCKS		101 4124-85015-000	CELL PHONE	93.91
=== VENDOR TOTALS ===			93.91			

01-06185 RAMSEY COUNTY

I-EMCOM 1449		FLEET RADIO SUPPORT	80.64			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		FLEET RADIO SUPPORT		101 4124-86800-000	RADIO MESB/FLEET SUPPORT	80.64
I-RISK 1448		OCT INSURANCE	854.70			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		OCT INSURANCE		101 4112-89000-000	MISCELLANEOUS	854.70
=== VENDOR TOTALS ===			935.34			

01-06184 RAMSEY COUNTY - 911 DISPATCH

I-EMCOM 1434		SEPT 1/1 911 DISPATCHING	1,649.07			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		SEPT 1/1 911 DISPATCHING		101 4122-81200-000	911 DISPATCH FEES	1,649.07
=== VENDOR TOTALS ===			1,649.07			

PACKET: 00607 OCT 6 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
=====						
01-07268	SPRINGSTED					
I-VIRO2912		ARBITRAGE CALCULATION 96 BOND	2,500.00			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		ARBITRAGE CALCULATION 96 BOND		316 4316-94900-000	BOND FEES	2,500.00
=== VENDOR TOTALS ===			2,500.00			

=====						
01-05374	TENNIS SANITATION LLC					
I-609888		SEPT/11 RECYCLING	5,769.00			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		SEPT/11 RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	5,769.00
=== VENDOR TOTALS ===			5,769.00			

=====						
01-05870	XCEL ENERGY					
I-201110043093		ELECT AND GAS	1,328.66			
10/04/2011	APBNK	DUE: 10/04/2011 DISC: 10/04/2011		1099: N		
		ELECT - PARKS PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	286.73
		ELECT		101 4131-85020-000	ELECTRIC	699.94
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	46.74
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	44.47
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	9.95
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	9.95
		ELECT		101 4141-85020-000	ELECTRIC/GAS	26.53
		GAS		101 4131-85030-000	NATURAL GAS	67.73
		ELECT		601 4601-85020-000	ELECTRIC	26.91
		ELECT		101 4141-85020-000	ELECTRIC/GAS	22.38
		GAS		101 4141-85030-000	NATURAL GAS	26.72
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	50.54
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	10.07
=== VENDOR TOTALS ===			1,328.66			
=== PACKET TOTALS ===			57,687.04			

Payroll wire transfers:

2 pay periods	Federal Withholdings:	9,443.49
	State Withholdings:	1,592.56
	PERA	5,220.34
	ICMA	<u>3,458.00</u>

TOTAL: 77,401.43



September Statement for activity from Aug. 04, 2011 through Sep. 02, 2011  
 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 Business Platinum Visa® Card account at a glance ...

Account: [REDACTED]

Activity Summary	
Previous Balance .....	\$985.87
Payments .....	\$985.87CR
Other Credits .....	\$0.00
Purchases .....	\$79.68
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>\$79.68</b>
Credit Line .....	\$24,000.00
Available Credit .....	\$23,920.32
Statement Close Date .....	Sep. 02, 2011
Days in Billing Cycle .....	30

Payment Information	
New Balance .....	\$79.68
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 .....	Oct. 01, 2011

**Late Payment Warning:** 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 \$79.68 by 10/01/11. 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>					
08/12	08/12	0269	PAYMENT THANK YOU .....	\$985.87CR	-----
<b>Purchases and Other Debits</b>					
08/05	08/03	7542	JIMMY JOHN'S # 305 FALCON HEIGHT MN .....	\$32.89	<i>Wksp meals</i>
08/08	08/05	0701	RAINBOW 00088021 ROSEVILLE MN .....	\$5.98	<i>Part Pres. snacks</i>
08/11	08/09	9395	STAPLES 00118851 ROSEVILLE MN .....	\$9.81	<i>Buy local stickers</i>
08/29	08/26	1310	PIONEER PRESS ADVERTIS 651-2285044 MN .....	\$31.00	<i>Garage sale ad</i>

Continued on Next Page

EMP #	NAME	AMOUNT
01-0013	PETER C LINDSTROM	316.68
01-0016	PAMELA M HARRIS	283.05
01-0019	KEITH P GOSLINE	283.05
01-1002	JUSTIN J MILLER	2,581.03
01-1010	MICHELLE C TESSER	1,409.75
01-1012	JESSICA A ANDERSON	435.70
01-1136	ROLAND O OLSON	1,301.57
01-2154	MAUREEN A ANDERSON	113.22
01-1038	DEBORAH K JONES	1,678.69
01-0086	RICHARD H HINRICHS	251.78
01-1030	TIMOTHY J PITTMAN	1,883.44
01-1033	DAVE TRETSVEN	1,470.69
01-1143	COLIN B CALLAHAN	1,062.48

TOTAL PRINTED: 13 13,071.13

9-28-2011 9:14 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1  
PAYROLL DATE: 9/28/2011

MP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
017	MERCER-TAYLOR, ELIZABETH	R	9/28/2011	280.26	078315
018	LONG, CHARLES E	R	9/28/2011	283.05	078316
137	DIEGNAU, PAUL	R	9/28/2011	29.49	078317
034	KURHAJETZ, CLEMENT	R	9/28/2011	618.94	078318
095	POESCHL, MICHAEL J	R	9/28/2011	99.07	078319
097	GAFFNEY, PATRICK	R	9/28/2011	99.07	078320
105	FEHRENBACH, ANTON M	R	9/28/2011	96.38	078321
032	PITTMAN, JOSHUA D	R	9/28/2011	129.73	078322

9-28-2011 9:14 AM PAYROLL CHECK REGISTER  
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2  
PAYROLL DATE: 9/28/2011

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

REGULAR CHECKS:	8	1,635.99
DIRECT DEPOSIT REGULAR CHECKS:	13	13,071.13
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	21	14,707.12

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

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0034	KURHAJETZ, CLEMENT	R	9/13/2011	210.85	078262
0040	ANDERSON, KEVIN	R	9/13/2011	167.28	078263
0095	POESCHL, MICHAEL J	R	9/13/2011	304.93	078264
0097	GAFFNEY, PATRICK	R	9/13/2011	83.01	078265
0101	HUFF, DALE E	R	9/13/2011	162.89	078266
0104	VANN, VINCENT A	R	9/13/2011	145.97	078267
0105	FEHRENBACH, ANTON M	R	9/13/2011	168.93	078268
0112	LESKE, CHRIS M	R	9/13/2011	67.28	078269
0119	WICK, JEFFREY M	R	9/13/2011	72.40	078270
0120	HAWTHORNE, ROCHELLE L	R	9/13/2011	100.74	078271
0123	SULLIVAN, BRYAN R	R	9/13/2011	226.84	078272
0124	KRUSE, MICHAEL D	R	9/13/2011	251.95	078273
0125	MILLER, RACHEL L	R	9/13/2011	82.93	078274
0126	SMITH, BENJAMIN J	R	9/13/2011	83.28	078275
0127	PONTRELLI, MITCHELL E	R	9/13/2011	82.24	078276
2172	ARCAND, MICHAEL W	R	9/13/2011	196.73	078277
1032	PITTMAN, JOSHUA D	R	9/13/2011	254.35	078278
2178	JORDAN, JOSHUA L	R	9/13/2011	429.78	078279
2186	DAVITT, ALLISON N	R	9/13/2011	93.62	078280

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

PAY PERIOD ENDING 9/13/2011  
DIRECT DEPOSIT EFFECTIVE DATE 9/13/2011

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,581.03
01-1010	MICHELLE C TESSER	1,409.75
01-1012	JESSICA A ANDERSON	430.33
01-1136	ROLAND O OLSON	1,301.57
01-1038	DEBORAH K JONES	1,678.69
01-0085	DANIEL S JOHNSON-POWERS	117.03
01-0086	RICHARD H HINRICHS	217.58
01-0087	MICHAEL A MCKAY	167.61
01-0106	SCOTT A TESCH	120.01
01-1030	TIMOTHY J PITTMAN	1,883.44
01-1033	DAVE TRETSVEN	1,470.69
01-1143	COLIN B CALLAHAN	1,062.48

TOTAL PRINTED: 12 12,440.21

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

REGULAR CHECKS:	19	3,186.00
DIRECT DEPOSIT REGULAR CHECKS:	12	12,440.21
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
-----		
TOTAL CHECKS:	31	15,626.21



***The City That Soars!***

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 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>Mechanical License</u> for 2011. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> <li>1. Air Quality Services, Inc.</li> <li>2. K.B. Service Co.</li> <li>3. Kalmes Mechanical Inc.</li> <li>4. Flare Heating and Air Conditioning</li> </ol>
<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



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	
<b>Submitted By</b>	Clem Kurhajetz, Fire Chief

<b>Item</b>	Appointment of Firefighter
<b>Description</b>	The Falcon Heights Fire Department recommends hiring Nicholas Rosenberg who has met the qualifications for the vacant firefighter position.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve Nicholas Rosenberg as a City of Falcon Heights Firefighter.





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## REQUEST FOR PLANNING COMMISSION ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	Joint Powers Agreement
<b>Submitted By</b>	Deb Jones, Zoning & Planning Director

<b>Item</b>	GIS User Group Joint Powers Agreement
<b>Description</b>	<p>The Ramsey County GIS Users Group is a joint-powers entity that works cooperatively with Ramsey County to provide geographical information system (GIS) information and mapping resources (such as digital orthographic photography) for its member cities. This collaborative organization saves the member cities money, allows cities to share data and technical resources, and provides valuable educational and networking resources for our employees.</p> <p>The following are a few of the benefits to Falcon Heights provided by membership in the Ramsey County GIS User Group:</p> <ul style="list-style-type: none"> <li>• Unlimited access to County parcel data for a fraction of the cost of an individual license with the County.</li> <li>• Access to important new datasets that Falcon Heights could not afford alone, including high quality orthogonal aerial photos, Pictometry oblique aerial photos, upgraded street centerline data and new county walking and bike trail mapping</li> <li>• Access to major new high resolution aerial photography, ground contours and physical feature data, due in 2012- 2013, jointly funded by the User Group and Ramsey County</li> <li>• Public online mapping website (<a href="http://maps.metro-inet.us">http://maps.metro-inet.us</a>) that gives a growing number of citizens, businesses and city staff direct browser access to property maps and other public information without specialized GIS software or expertise. This website is solely supported by member organization dues to the RCGIS.</li> <li>• Participation in ongoing and future collaborative GIS projects with other cities, Ramsey County and the Metropolitan Council</li> <li>• Access to low cost training and educational opportunities for city staff working with GIS</li> </ul> <p>This is the required renewal of the joint powers agreement, which is done every three years.</p>
<b>Budget Impact</b>	Membership is included in the annual operating budget each year.
<b>Attachment(s)</b>	Joint Powers Agreement Among Members of the Ramsey County Geographic Information Systems Users Group
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve the attached Joint Powers Agreement.

JOINT POWERS AGREEMENT

AMONG

MEMBERS OF THE RAMSEY COUNTY GEOGRAPHIC INFORMATION SYSTEMS USERS GROUP

This JOINT POWERS AGREEMENT ("Agreement") is entered into pursuant to the provisions of Minn. Stat. §471.59 among Governmental Units for the purposes of forming the Ramsey County Geographic Information System Users Group ("Users Group").

**ARTICLE I. INTENT OF THIS AGREEMENT**

In 1995, an informal alliance, known as the Ramsey County Geographic Information System Users Group ("Users Group"), was formed among Governmental Units interested in using Geographic Information Systems (GIS) and data created and maintained by Ramsey County. This agreement is intended to establish and enable the Users Group to represent the parties to this Agreement for the purposes of undertaking negotiations and transactions.

**ARTICLE II. DEFINITIONS**

Section 1. **Members** means those Governmental Units that have executed this Joint Powers Agreement and have paid fees as provided in Article X.

Section 2. **Governmental Unit** has the meaning set forth in Minnesota Statutes §471.59.

Section 3. **Users Group** means a group made up of one representative of each Member with the powers and responsibilities described in this Agreement.

**ARTICLE III. GIS BOARD OF DIRECTORS STRUCTURE**

Section 1. There is hereby created a GIS Board of Directors (Board).

Section 2. Each Member shall appoint one person to serve as a Director. Each Member may also appoint a person to serve as an Alternate Director. Members shall notify the Board in writing if the Director or Alternate Director changes.

Section 3. The Board shall have the following officers: a Chair, Vice Chair, Secretary, and Treasurer (Officers).

Section 4. The Officers will be elected annually by the Board.

Section 5. The Officers shall serve on a voluntary basis without pay.

Section 6. A quorum will consist of at least 40% of the full membership of the Board, whether or not all vacancies have been filled.

Section 7. Decisions of the Board will be made by a majority of the quorum.

**ARTICLE IV. DUTIES OF THE GIS BOARD OF DIRECTORS**

Section 1. The Board shall meet at least two times per year.

Section 2. The Board shall conduct an organizational meeting no later than 30 days after the effective date of this Agreement. The organizational meeting shall include: the election of officers; the adoption of by-laws and other

procedures governing the conduct of its meetings and its business as it deems appropriate; the adoption of the Users Group Budget; review of the operating procedures within this Agreement.

Section 3. The Board shall approve and adopt the formula for the distribution of costs associated with access to Ramsey County GIS data and the updating of physical features. This formula shall be reviewed annually by the Board.

Section 4. The Board shall arrange for and facilitate regular meetings of the Users Group and for Users Group activities.

Section 5. The Chair presides at meetings of the Board. The Vice Chair will preside in the absence of the Chair. The Secretary is responsible for recording the proceedings of the Board and communicating these proceedings to all Member organizations. The Treasurer is responsible for the funds and financial records of the Board.

Section 6. The Chair and the Treasurer must sign vouchers or orders disbursing funds of the Users Group. Disbursement will be made in the method prescribed by law for statutory cities.

Section 7. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this Agreement.

Section 8. The Board shall purchase liability insurance on behalf of the Users Group to insure against liability of the Users Group and its constituent Members.

Section 9. The Board may:

(i) Enter into contracts to carry out its powers and duties, in full compliance with any competitive bidding requirements imposed by State or local law;

(ii) Provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;

(iii) Employ such persons as it deems necessary on a part-time, full-time, or consultancy basis;

(iv) Purchase, hold, or dispose of real and personal property;

(v) Contract for space, commodities or personal services with a Member or group of Members;

(vi) Accept gifts, apply for and use grants or loans of money or other property from the state, the United States of America, and from other government units and may enter into agreements in connection therewith and hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto;

(vii) Appoint a fiscal agent.

#### **ARTICLE V. NEW MEMBERS**

Section 1. Any Governmental Unit that is not a party to the initial Agreement may join as a Member at any time.

Section 2. To become a Member, a local unit of government shall adopt a resolution and shall sign this Joint Powers Agreement.

Section 3. New Members will pay the current one-time membership fee and the data exchange fee due for the year in which the new Member is joining, as set by the Board pursuant to Article IV, Section 3, as calculated by the current formula. Fees will not be pro-rated for new Members who join after January 1 of each year.

#### **ARTICLE VI. GIS DATA TO BE SUPPLIED BY RAMSEY COUNTY**

Section 1. It is the intent of this Agreement that the Users Group will negotiate an agreement with Ramsey County for the exchange of County GIS Data with Members at a preferential fee structure. A component of the fees will apply to the collection of aerial photography and maintenance of digital physical features derived from aerial photography.

Section 2. The GIS Data should consist of the following components generated and maintained by the County:

- (i) The Ramsey County Digital Base Map;
- (ii) The Ramsey County Attribute Data Base;
- (iii) The Physical Features File.

Section 3. The Board will negotiate on behalf of the Members for the cost and method of access to this data. Prior to each payment to Ramsey County, the Board shall determine whether it is satisfied with the content, accuracy, and timeliness of the data provided to date and make a determination if further payment shall be made.

#### **ARTICLE VII. GIS DATA TO BE EXCHANGED AS PART OF THIS AGREEMENT**

Section 1. Members agree to exchange any GIS data with Ramsey County and with any requesting Member for the requesting party's own use where that GIS data has been in some way derived and/or developed from the County GIS Data accessed through this Agreement or future agreements between the Users Group and Ramsey County. Members agree to exchange with Ramsey County and with any other Member any attribute data that it has created and maintained where that data can be associated to a parcel using a parcel identifier. Members also agree to exchange any building permit data requested by Ramsey County for the identification of future physical feature data base updates.

Section 2. The Board will negotiate with Ramsey County on behalf of the Members in all matters deemed necessary relating to supply of GIS data generated by a Member.

Section 3. Any costs associated with a Member supplying data to Ramsey County or to any other Member shall be for access and delivery of that data only and not for any costs associated with the development of that data.

#### **ARTICLE VIII. DATA ACCESS AND USAGE**

Section 1. All Members shall have equal rights to access Ramsey County GIS Data.

Section 2. Data generated by Ramsey County and provided to Members may not be sold in its original form to third party agencies. However, a Member may allow use of the original data by a third party for specific contracted purposes.

Section 3. Data which results from enhancement of Ramsey County GIS Data by a Member, received pursuant to this Agreement, may be sold or exchanged to a third party.

Section 4. All Members will adhere to future Users Group license agreements for County or other agency GIS data.

#### **ARTICLE IX. DATA SECURITY**

All Members agree to abide by the data privacy and data security standards of the Member when using Ramsey County GIS Data or any derivative or enhancement of the data.

#### **ARTICLE X. FINANCIAL MATTERS**

Section 1. The fiscal year of the Users Group is the calendar year.

Section 2. The Board shall adopt an initial budget and must thereafter adopt an annual budget prior to July 1 of each year for each succeeding year. The Board will give an opportunity to each Member to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each Member.

Section 3. Operational costs shall be shared according to a method agreed upon by majority decision of the Board of Directors. The costs could be met by membership fees. These costs could include Users Group administrative costs, purchase of liability insurance, and others as appropriate.

Section 4. Membership Fee: New Members shall pay a one-time membership fee of \$500 to the Users Group for the calendar year in which they are accepted into the User Group. The amount of this fee shall be reviewed and set annually by the Board of Directors for new Members.

Section 5. Data Access and Physical Features Maintenance Fee: Members shall commit to payment of data access and physical features maintenance fees, except where limited by State Statutes. Ramsey County will charge the Users Group for unlimited access to the Ramsey County GIS Data. This fee will be paid to Ramsey County by the Users Group on behalf of the Members. The amount to be paid by each will be determined by the Board.

Section 6. Special Projects Assessments: Members who wish to enter into special projects and consultations shall present proposals to the Board for review. Examples of special projects could be cooperative training or consortium purchase of software. Upon approval by the Board, those Members who are part of the project will be assessed to meet the cost of the project.

Section 7. Billings to the Members are due and payable no later than 60 days after the receipt of the invoice. In the event of a dispute as to the amount of a billing, a Member must nevertheless make payment as billed to preserve membership status. The Member may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the Member Director. Failure to pay a billing within 120 days is grounds for termination of membership, but the Users Group's right to receive payment survives termination of membership.

#### **ARTICLE XI. TERM**

Section 1. The Term of this Agreement is January 1, 2012, through December 31, 2014.

Section 2. Based on the annual review of the operating procedures within the Agreement conducted by the Board, a new Agreement will be developed and circulated at least three months prior to December 31, 2014 and be agreed upon and signed on or before December 31, 2014.

## **ARTICLE XII. TERMINATION**

Each Member shall have the right to terminate its membership and participation in the Users Group by formal resolution of the Member's organization and communicated to the Board in writing. However, the Member is still obligated to its financial commitments for the year during which termination of membership occurs.

These commitments include:

- (i) Any balance of the Data Access/Physical Features Maintenance Fee. This commitment applies to all Members;
- (ii) Any balance owing on Special Projects Assessments. This commitment applies to Members which have entered into any special project agreement(s).

Termination of membership prior to expiration of the Agreement shall make the Governmental Unit ineligible to re-join the User Group during the Term of this Agreement.

## **ARTICLE XIII. DISSOLUTION**

Section 1. The Users Group may be dissolved by a two-thirds vote of its Members in good standing. Dissolution is mandatory when the Secretary has received certified copies of resolutions adopted by the governing bodies of the required number of Members requesting dissolution.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this Agreement and law.

Section 3. In the event of dissolution, following the payment of all outstanding obligations, assets of the Users Group will be distributed among the then existing Members in direct proportion to their cumulative annual contributions. If those obligations exceed the assets of the Users Group, the net deficit of the Users Group will be charged to and paid by the then existing Members in direct proportion to their cumulative annual contributions.

## **ARTICLE XIV. ACCESS TO DOCUMENTS**

Until the expiration of six years after this Agreement terminates, the Users Group shall make available to the Member organizations and to the State Auditor, a copy of this Agreement and books, documents, accounting procedures and practices of the Users Group relating to this Agreement.

## **ARTICLE XV. HOLD HARMLESS**

Section 1. Each Member agrees to defend, indemnify, and hold the other Members harmless from any claims, demands, actions or causes of action, including reasonable attorneys fees, against or incurred by such other Members, for injury to, death of, or damage to the property of any third person or persons, arising out of any act or omission on the part of the indemnifying Member or any of its agents, servants or employees in the performance of or with relation to any of the work or services provided by Members under the terms of this Agreement.

Section 2. Nothing in this Agreement shall constitute a waiver by any Member of the Users Group of any limitation of liability under Minnesota Statutes Chapter 466, or other statutory or common law immunities, limits, or exceptions on liability.

Section 3. Under no circumstances, however, shall a Member be required to pay on behalf of itself and other Members, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one Member. The limits of liability for some or all of the Members may not be added together to determine the maximum amount of liability for any Member.

**ARTICLE XVI. EQUAL EMPLOYMENT OPPORTUNITY**

The Members and the Users Group agree to comply with all federal, state, and local laws, resolutions, ordinances, rules, regulations, and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, sexual preference, marital status, status with regard to public assistance, disability, or age.

**ARTICLE XVII. DATA PRACTICES**

Section 1. All data collected, created, received, maintained, or disseminated for any purpose in the course of either the Member's or the Users Group's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and rules adopted to implement the Act.

Section 2. The Members and the Users Group agree to abide strictly by these statutes, rules, and regulations.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed on this \_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

ORGANIZATION \_\_\_\_\_

Approved:

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

( Mayor / Chair / President )

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

( City Manager / Administrator )

DESIGNATED DIRECTOR TO REPRESENT ORGANIZATION:

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

ALTERNATE DIRECTOR (IF APPLICABLE):

Name: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

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

( Chair of Users Group )





*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	Water Agreement Amendment #3
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Amendment #3 to Water Agreement with St. Paul Regional Water Services
<b>Description</b>	<p>Recently our water provider, St. Paul Regional Water Services, has decided to change the hose fittings on the water hydrants throughout their system. By making these changes, fire departments will be able to attach their hoses to the hydrants in a more efficient manner and there will be a consistent connection across all of the cities they serve. Fire Chief Clem Kurhajetz has reviewed this proposal and concurs that it is a good idea.</p> <p>In order for the changes to occur on hydrants in Falcon Heights, an amendment to the agreement between Falcon Heights and SPRWS is necessary.</p>
<b>Budget Impact</b>	SPRWS will be replacing the fittings at their expense and will be phasing in the installations as they replace hydrants.
<b>Attachment(s)</b>	Water Agreement Amendment #3
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council adopt the attached Amendment #3 to the Agreement Between Board of Water Commissioners and the City of Falcon Heights.

**Agreement # 02-10355-I**

**AMENDMENT NO. 3  
to  
AGREEMENT BETWEEN**

**BOARD OF WATER COMMISSIONERS  
and  
CITY OF FALCON HEIGHTS**

This **AMENDMENT NO. 3 TO AGREEMENT** entered into this 8<sup>th</sup> day of November 2011, by and between the **BOARD OF WATER COMMISSIONERS**, a municipal corporation of the State of Minnesota (the “Board”), and the **CITY OF FALCON HEIGHTS**, a municipal corporation of the State of Minnesota (“Falcon Heights”).

**WITNESSETH:**

**WHEREAS**, Falcon Heights and the Board entered into an agreement dated July 9, 1997 for the provision of water service by the Board to properties within Falcon Heights (the “Agreement”); and

**WHEREAS**, Article XV of the Agreement allows for amendments to the Agreement; and

**WHEREAS**, the parties desire at this time to amend the Agreement to provide for a **STORZ** connection on fire hydrants installed and maintained within the city of Falcon Heights.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein, the parties mutually agree to amend the Agreement as follows:

1. Article XIV. Section 4. **HYDRANT NOZZLE THREADS** is deleted in its entirety and replaced with the following:

Section 4. **HYDRANT NOZZLE THREADS**

The Board recognizes the Saint Paul Standard for hydrant nozzle threads as selected by Falcon Heights for hydrants within the city of Falcon Heights. All new and replacement hydrants shall include one **STORZ** connection.

2. The provisions of this amendment shall take effect January 1, 2012.
3. Except as modified herein, the terms of the Agreement shall remain in full force and effect.

[Remainder of page left intentionally blank.]

**IN WITNESS WHEREOF**, the parties hereto have caused this Amendment No. 8 to Agreement to be executed as of the day and year first above written.

Approved:

**BOARD OF WATER COMMISSIONERS**

\_\_\_\_\_  
Stephen P. Schneider, General Manager  
Saint Paul Regional Water Services

By \_\_\_\_\_  
Patrick Harris, President

Approved as to Form:

By \_\_\_\_\_  
Mollie Gagnelius, Secretary

\_\_\_\_\_  
Lisa Veith,  
Assistant City Attorney

By \_\_\_\_\_  
Todd Hurley, Director  
Office of Financial Services

**STATE OF MINNESOTA )**  
**) ss.**  
**COUNTY OF RAMSEY )**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by Patrick Harris, President of the Board of Water Commissioners, a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Signature of person taking acknowledgment

**STATE OF MINNESOTA )**  
**) ss.**  
**COUNTY OF RAMSEY )**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_, by \_\_\_\_\_, Secretary of the Board of Water  
Commissioners, a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Signature of person taking acknowledgment

**STATE OF MINNESOTA )**  
**) ss.**  
**COUNTY OF RAMSEY )**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_, by Todd Hurley, Director, Office of Financial Services of the Board of Water  
Commissioners, a Minnesota municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Signature of person taking acknowledgment

**CITY OF FALCON HEIGHTS**

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

**STATE OF MINNESOTA )**  
**) ss.**  
**COUNTY OF RAMSEY )**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_, by \_\_\_\_\_, Mayor of the City of Falcon Heights, a Minnesota  
municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Signature of person taking acknowledgment

**CITY OF FALCON HEIGHTS**

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

**STATE OF MINNESOTA )**  
**) ss.**  
**COUNTY OF RAMSEY )**

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_, by \_\_\_\_\_, City Manager of the City of Falcon Heights, a Minnesota  
municipal corporation, on behalf of the corporation.

\_\_\_\_\_  
Signature of person taking acknowledgment



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F6
<b>Attachment</b>	Project Location Map, Resolution
<b>Submitted By</b>	Kristine Giga, Civil Engineer

<b>Item</b>	Order Feasibility Report for the 2012 Pavement Management Program
<b>Description</b>	<p>In accordance with the City of Falcon Heights' adopted Capital Improvement Plan (CIP), City Staff is proposing to initiate the planning and preliminary design for roadway maintenance included in the 2012 Pavement Management Program (PMP) project. The proposed project consists of the following streets and alleys:</p> <ul style="list-style-type: none"> <li>• Arona Street, from Crawford Avenue to Larpenteur Avenue</li> <li>• Crawford Avenue, from Snelling Avenue to Pascal Street</li> <li>• Hollywood Court, from Snelling Avenue Frontage Road to alleys</li> <li>• Alley between Larpenteur Avenue and California Avenue, from Albert Street to Hamline Avenue</li> <li>• Alley between Larpenteur Avenue and Crawford Avenue, from Snelling Avenue to Pascal Street</li> </ul> <p>It is anticipated that City Staff will present the report to the City Council on December 14, 2011.</p> <p>A resolution ordering the preparation of the feasibility report is attached. A portion of the 2012 PMP is proposed to be assessed. The approval of the attached resolution is required for the Minnesota Chapter 429 Assessment Process.</p>
<b>Budget Impact</b>	<p>This project has the following financial implications for the city and property owners along the streets being considered for maintenance:</p> <ul style="list-style-type: none"> <li>• Assessments levied in accordance with the City's assessment policy.</li> <li>• Use of Municipal State Aid (MSA) and street infrastructure funds to pay the City's portion of the project.</li> <li>• Expenditure of utility fund dollars to pay for repairs needed to the existing utility system.</li> </ul>
<b>Attachment(s)</b>	Project Location Map Resolution
<b>Action(s) Requested</b>	Order Preparation of the Feasibility Report for the 2012 Pavement Management Program.

**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

October 12, 2011

No. 11-12

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**RESOLUTION NO.  
RESOLUTION ORDERING THE PREPARATION OF FEASIBILITY REPORT FOR  
THE 2012 PAVEMENT MANAGEMENT PROGRAM**

WHEREAS, it is proposed to improve the following streets and alleys:

- Arona Street, from Crawford Avenue to Larpenteur Avenue
- Crawford Avenue, from Snelling Avenue to Pascal Street
- Hollywood Court, from Snelling Avenue Frontage Road to alleys
- Alley between Larpenteur Avenue and California Avenue, from Albert Street to Hamline Avenue
- Alley between Larpenteur Avenue and Crawford Avenue, from Snelling Avenue to Pascal Street

and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

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

That the proposed improvement be referred to the 2012 Pavement Management Program for study and that the City Engineer is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible and as to whether it should best be made as proposed or in connection with some other improvement, the estimated cost of the improvement as recommended, and a description of the methodology used to calculate individual assessments for affected parcels.

Moved by:

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

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

Peter Lindstrom, Mayor  
October 12, 2011

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

Justin Miller, Administrator  
October 12, 2011



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F7
<b>Attachment</b>	Resolution
<b>Submitted By</b>	Debra Bloom, City Engineer

<b>Item</b>	Approve Resolution Requesting Ramsey County Establish Parking Restrictions on Fairview Avenue
<b>Description</b>	<p>As part of the NESCC project, the shoulders on Fairview Avenue between Roselawn Avenue to Larpenteur Avenue are being converted into bike lanes. During project development, the property owners on Fairview in this segment requested that on-street parking still be allowed. As a result, the project will widen Fairview and accommodate parking on the west side of the street. Parking will not be allowed on the east side of the road. We also need to restrict parking on the west side of Fairview between the south property line of 1707 Fairview and Larpenteur Avenue. This is to prevent cars from blocking the southbound right turn lane onto Larpenteur Avenue.</p> <p>This roadway is under Ramsey County jurisdiction and will require them to concur with the proposed change. Ramsey County staff has indicated support for the change.</p>
<b>Budget Impact</b>	This request should have no financial impact on the City of Falcon Heights.
<b>Attachment(s)</b>	Resolution
<b>Action(s) Requested</b>	Approve Resolution requesting Ramsey County to establish parking restrictions on Fairview Avenue between Roselawn Avenue to Larpenteur Avenue.



**CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION**

October 12, 2011

No. 11-13

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A RESOLUTION REQUESTING RAMSEY COUNTY ESTABLISH PARKING  
RESTRICTIONS ON FAIRVIEW AVENUE

WHEREAS, Fairview Avenue between Roselawn Avenue to Larpenteur Avenue is a County State Aid roadway;

WHEREAS, such roadway is under Ramsey County jurisdiction and maintained by Ramsey County Public Works;

WHEREAS, Ramsey County sets parking restrictions on it roadway system;

WHEREAS, The city requests that parking be restricted on the east side of Fairview between Roselawn Avenue to Larpenteur Avenue;

WHEREAS, the city requests that parking be restricted on the west side of Fairview between the south property line of 1707 Fairview and Larpenteur Avenue,

NOW, THEREFORE BE IT RESOLVED by the Council of the City of Falcon Heights, Minnesota that: the City of Falcon Heights requests Ramsey County to establish no parking anytime on the east side of Fairview Avenue between Roselawn Avenue to Larpenteur Avenue and on the west side between the south property line of 1707 Fairview and Larpenteur Avenue.

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Moved by:

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

Peter Lindstrom, Mayor  
October 12, 2011

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

GOSLINE

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

HARRIS                \_\_\_\_\_ Against

Justin Miller, Administrator  
October 12, 2011

LONG

MERCER-TAYLOR



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F8
<b>Attachment</b>	
<b>Submitted By</b>	Clem Kurhajetz, Fire Chief

<b>Item</b>	2011 Assistance to Firefighters Grant Application
<b>Description</b>	<p>From time to time the Federal Emergency Management Agency (FEMA) solicits applications for their Assistance to Firefighters Grant program. The Falcon Heights Fire Department has applied for these highly competitive grants in the past but has but has not been awarded funds.</p> <p>The fire department has recently submitted an application in the amount of \$207,282 for the purchase of various pieces of equipment that will assist them in their firefighting efforts. The equipment includes a SCBA fill station (for filling air bottles) and Rapid Intervention Team (RIT) packs.</p>
<b>Budget Impact</b>	If awarded, the city will be responsible for a 5% match of the award, or roughly \$10,364.
<b>Attachment(s)</b>	N/A
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve a grant application to the Assistance to Firefighters Grant program in the amount of \$207,282.



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## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Consent F9
<b>Attachment</b>	
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Call for Public Hearing for TIF District Plan Modifications
<b>Description</b>	<p>Two of the city's Tax Increment Financing (TIF) districts are reaching the end of their statutory time limits. District 2-1 (Bullseye, currently Falcon Crossing) will be decertified on December 21, 2011 and District 1-2 (Coffman) will decertify on December 31, 2013. In both cases some minor modifications to the budgets need to be made in order to conform to state law.</p> <p>The process for modifying TIF plans requires a public hearing. Ehlers and Associates, our financial consultants, will be putting together the necessary paperwork and financial analysis needed for these actions. Ehlers recommends that we hold the public hearing on December 14, 2011. This allows enough time for Ehlers to submit the proper paperwork to Ramsey County, the school district and the Roseville Review as required by state law.</p>
<b>Budget Impact</b>	There should be no impact to the general fund. A more detailed analysis will be provided at the time of the public hearing.
<b>Attachment(s)</b>	
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council call for a public hearing on TIF plan modifications to Districts 1-2 and 2-1 for Wednesday, December 14 <sup>th</sup> at 7:00 pm.

**CITY OF FALCON HEIGHTS  
COUNTY OF RAMSEY  
STATE OF MINNESOTA**

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL  
ON THE PROPOSED ADOPTION OF THE MODIFICATIONS TO THE TAX  
INCREMENT FINANCING PLANS FOR TAX INCREMENT FINANCING  
DISTRICT NOS. 1-2 AND 2-1.**

BE IT RESOLVED by the City Council (the "Council") for the City of Falcon Heights, Minnesota (the "City"), as follows:

Section 1. Public Hearing. This Council shall meet on December 14, 2011, at approximately 7:00 P.M., to hold a public hearing on the proposed adoption of the Modifications to the Tax Increment Financing Plans for Tax Increment Financing District Nos. 1-2 and 2-1, which are referred to collectively herein as the "Modifications", all pursuant to and in accordance with Minnesota Statutes, Sections 469.124 to 469.134, and Sections 469.174 to 469.1799, inclusive, as amended, in an effort to encourage the development and redevelopment of certain designated areas within the City; and

Section 2. Notice of Public Hearing, Filing of Modifications. City staff is authorized and directed to work with Ehlers & Associates, Inc., to prepare the Modifications and to forward documents to the appropriate taxing jurisdictions including Anoka County and Independent School District No. 11. The City Administrator is authorized and directed to cause notice of the hearing, together with an appropriate map as required by law, to be published at least once in the official newspaper of the City not later than 10, nor more than 30, days prior to December 14, 2011, and to place a copy of the Modifications on file in the City Administrator's office at City Hall and to make such copy available for inspection by the public.

Dated: October 12, 2011

Adopted:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 12, 2011
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	Complete Streets Policy
<b>Submitted By</b>	Justin Miller, City Administrator

<b>Item</b>	Complete Streets Policy
<b>Description</b>	<p>Over the past few years there has been a movement to make streets more conducive to non-motorized activity such as biking, walking, and alternative transit options. The term “complete streets” has been attached to this effort and many local governments have taken actions to make their streets more useable for all modes of transportation.</p> <p>Attached to this report is a draft complete streets policy that the environment commission reviewed at their September meeting. This policy sets standards that the city will consider when completing street projects. Specifically, components such as sidewalks, landscaping, lighting, transit facilities, and storm water will be taken into consideration in the design process.</p> <p>It is important to note that this policy does not require the installation of these elements, but does call for the city to consider them when designing street projects. Major street projects that would allow for large-scale improvements are rare in Falcon Heights, but a good example of such improvements would be the sidewalks installed with the Roselawn Avenue reconstruction in 2006 and the Northeast Suburban Campus Connector trail project currently under construction.</p> <p>Adoption of this policy also helps meet one of the GreenStep Cities criteria set by the Minnesota Pollution Control Agency.</p>
<b>Budget Impact</b>	Dependent on each individual project.
<b>Attachment(s)</b>	Draft Complete Streets Policy

<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council adopt the attached complete streets policy.
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## City of Falcon Heights Complete Streets Policy

The City of Falcon Heights is committed to developing and maintaining a safe, efficient, balanced and environmentally sound transportation system and supports integrating physical activity into daily routines through actions such as biking, walking, or taking transit.

Falcon Heights will enhance safety, mobility, accessibility and convenience for all corridor users including pedestrians, bicyclists, transit riders, motorists, commercial and emergency vehicles, and for people of all ages and abilities by planning, designing, operating, and maintaining a network of complete streets. This policy applies to all corridors under the City of Falcon Heights jurisdiction. The city will work with other transportation agencies to incorporate a complete streets philosophy and encourages the State of Minnesota, neighboring cities, Ramsey County and regional organizations to adopt similar policies.

Given the limited number of new streets constructed in Falcon Heights, flexibility in accommodating different modes of travel on existing streets is essential to balancing the needs of all corridor users. The city will implement complete streets in such a way that the character of the project area, the values of the community, and the needs of all users are fully considered. Therefore, complete streets will not look the same in all settings, and will not necessarily include exclusive elements for all modes.

As part of any transportation project, incorporation of complete street elements will be considered. These elements include, but are not limited to:

- Sidewalks and trails
- Speed limits
- Stormwater drainage
- Trees and other landscaping options
- Lane widths
- Lighting
- Public transit and bicycle facilities
- On-street parking

Applicable design standards and best practices will be followed in conjunction with construction, reconstruction, changes in allocation of pavement space on an existing roadway, or other changes in street corridor. The planning, design, and implementation processes for all transitway and roadway corridors will:

- Involve the local community and stakeholders
- Consider the function of the road
- Integrate innovative and non-traditional design options

- Consider transitway corridor alignment and station areas
- Assess the current and future needs of corridor users
- Include documentation of efforts to accommodate all modes and all users
- Incorporate a review of existing system plans to identify complete streets opportunities.

The City of Falcon Heights will implement complete streets unless one or more of the following conditions are documented:

- The cost of establishing complete street elements is excessive in relation to total project cost.
- The street jurisdiction (Ramsey County or the State of Minnesota for non-city streets) refuses suggested plans or there is a lack of community support.
- There are safety risks that cannot be overcome.
- The corridor has severe topographic, environmental, historic, or natural resource constraints.

For the purposes of this policy, "Complete Streets" are defined as:

"A complete street is designed to be a transportation corridor for all users: pedestrians, cyclists, transit users, and motorists. Complete streets are designed and operated to enable safe continuous travel networks for all users. Pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move from destination to destination along and across a network of complete streets. Transportation improvements, facilities and amenities that may contribute to complete streets and that are considered as elements of a "complete street" include: street and sidewalk lighting; pedestrian and bicycle safety improvements; access improvements, including compliance with the Americans with Disabilities Act; public transit facilities accommodation including, but not limited, to pedestrian access improvement to transit stops and stations; street trees and landscaping; drainage; and street amenities."