

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

AGENDA
January 14, 2015

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ BROWN THUNDER ____
LONG ____ MERCER-TAYLOR ____

STAFF PRESENT: FISCHER ____
- C. PRESENTATIONS:
 - 1. Recognition of Rick Talbot's Service to the Cable Commission
- D. APPROVAL OF MINUTES: December 10, 2014
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 1/8/2015: \$174,368.87
Payroll through 12/31/2014: \$28,388.86
 - 2. Approval of City Licenses
 - 3. Designating Official Depositories for 2015
 - 4. Review Elected Official Out-of-State Travel Policy
 - 5. Review and Adopt Council Standing Rules
 - 6. Appoint Acting Mayor
 - 7. Commission Appointments and Reappointments
 - 8. Mileage Reimbursement Rate for 2015
 - 9. Approval of 2015 Fee Schedule
 - 10. Appointment of Fire Department Officers
 - 11. Approval of Webcasting Services
- G: POLICY ITEMS:
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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City Hall
2077 West Larpenteur Avenue

AGENDA
December 10, 2014

- A. CALL TO ORDER: 7:00pm
- B. ROLL CALL: LINDSTROM HARRIS
LONG MERCER-TAYLOR BROWN THUNDER
STAFF PRESENT: FISCHER Olson
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: November 12, 2014 Approved
- E. PUBLIC HEARINGS:
1. 2015 Budget Presentation
-City Administrator Bart Fischer presented the 2015 Budget and Levy to Council and answered questions from the Council
-The Mayor opened the public hearing at 7:24 and then closed the Public Hearing at 7:25.
No one was present to speak at the Public Hearing.

Long moved Resolution 14-22, Approved 5-0
Harris moved Resolution 14-23, Approved 5-0
- F. CONSENT AGENDA: Mercer Taylor, Approved 5-0
1. General Disbursements through 12/4/2014: \$308,165.45
Payroll through 11/30/2014: \$27,697.77
 2. Approval of City Licenses
 3. Appointment of Prosecuting Attorney
 4. Appointment of City Attorney
 5. Appointment of City Engineer
 6. Appointment of City Auditor
 7. Designation of Official Newspaper
 8. 2015 Cost of Living Adjustments
 9. Community Development Coordinator 6 Month Employee Step Adjustment
 10. Employee Salary Adjustment - Maintenance Worker
 11. Appointment of Deputy Clerk/Recreation Supervisor
 12. Recognition of 2014 Adopt-A-Crop Participants
 13. 2015 Housing Resource Center Consultant Services Agreement

14. Year End Budget Amendments
15. Feasibility Report addition for the 2015 PMP
16. Approval of the 2015 NYFS Agreement
17. MPCA Grant Application
18. Approval of Payment #7 for 2013 PMP
19. Approval of Payment for 2014 CIPP Sewer Lining Project

G: POLICY ITEMS:

H. INFORMATION/ANNOUNCEMENTS:

Mercer-Taylor:

- Provided an update on the recent Environment Commission meeting.
- Provided an update on the recent Sustainability event held at Silverwood Park in St Anthony.

Long:

- Provided an update on the recent Parks Commission meeting.
- Provided an update on the status of ice rinks this winter.
- Provided an update on the recent Human Rights Commission event including the film and discussion.

Brown Thunder:

- Provided an update on his recent meeting with NYFS (Northeast Youth and Family Services).

Mayor Lindstrom:

- Provided an update on the Regional Council of Mayor's work with the GreenStep Cities Program.
- Provided an update on the recent Neighborhood Commission meeting and announced the annual meeting on January 20, 2015.

Bart Fischer:

- Announced that the December 24, 2014, Council meeting has been canceled.

Happy Holidays!

I. COMMUNITY FORUM:

J. ADJOURNMENT: 7:40 pm



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through 1/8/2015: \$174,368.87 Payroll through 12/31/2015: \$28,388.86
Budget Impact	
Attachment(s)	General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 01149 01/08/2015
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05050	50		AMERIPRIDE SERVICES				
I-1002992476			LINEN SERVICE	37.09			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			LINEN SERVICE		101 20200-000	ACCOUNTS PAYABLE	37.09
=== VENDOR TOTALS ===				37.09			

01-05371			BOND TRUST SERVICES CORPORATIO				
I-11566			BOND FEES	450.00			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			BOND FEES		311 4311-94900-000	BOND FEES	450.00
I-11567			BOND FEES	100.00			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			BOND FEES		312 4312-94900-000	BOND FEES	100.00
=== VENDOR TOTALS ===				550.00			

01-05072			BRANCH AND BOUGH TREE SERVICE				
I-8022			TREE PLANTINGS	5,325.00			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			TREE PLANTINGS		101 20200-000	ACCOUNTS PAYABLE	5,325.00
I-8023			PRUNING REPLACEMENT TREES	1,650.00			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			PRUNING REPLACEMENT TREES		205 20200-000	ACCOUNTS PAYABLE	1,650.00
=== VENDOR TOTALS ===				6,975.00			

01-03025			COLIN CALLAHAN				
I-101501085112			FLEX PAYMENT	208.41			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			FLEX PAYMENT		101 21711-000	DEPENDENT CARE FLEX PAYA	104.21
			FLEX PAYMENT		601 21711-000	DEPENDENT CARE FLEX PAYA	72.87
			FLEX PAYMENT		602 21711-000	DEPENDENT CARE FLEX PAYA	31.33
=== VENDOR TOTALS ===				208.41			

01-03123			CINTAS CORPORATION #470				
I-470516561			TOWEL & MAT SERVICES	45.24			
1/08/2015	APBNK		DUE: 1/08/2015 DISC: 1/08/2015		1099: N		
			TOWEL & MAT SERVICES		101 4131-70110-000	SUPPLIES	45.24
=== VENDOR TOTALS ===				45.24			

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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
01-01-52	SHAILA CUNNINGHAM							
I-201501085106		YOGA INSTRUCTOR		714.00				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: Y			
		YOGA INSTRUCTOR			201 20200-000	ACCOUNTS PAYABLE		714.00
		=== VENDOR TOTALS ===		714.00				
01-04005	ECCNOMIC DEVELOPMENT ASSOCIATI							
I-201501085113		2015 MEMBERSHIP RENEWAL		250.00				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N			
		2015 MEMBERSHIP RENEWAL			101 4112-86100-000	CONFERENCES/EDUCATION/AS		250.00
		=== VENDOR TOTALS ===		250.00				
01-04001	EGRESS WINDOW GUY							
I-201501085116		REFUND		41.75				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N			
		REFUND			101 32214-000	WINDOW/SIDING PERMIT		41.25
		REFUND			101 20801-000	DUE TO OTHER GOVERNMENTS		0.50
		=== VENDOR TOTALS ===		41.75				
01-04092	FISCHER,BART J							
I-201501085115		FLEX PAYMENT 2014		93.96				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N			
		FLEX PAYMENT 2014			101 21711-000	DEPENDENT CARE FLEX PAYA		82.68
		FLEX PAYMENT 2014			206 21711-000	DEPENDENT CARE FLEX PAYA		4.70
		FLEX PAYMENT 2014			601 21711-000	DEPENDENT CARE FLEX PAYA		3.76
		FLEX PAYMENT 2014			602 21711-000	DEPENDENT CARE FLEX PAYA		2.82
		=== VENDOR TOTALS ===		93.96				
01-05115	GOPHER STATE ONE CALL							
I-123659		DECEMBER LOCATES		20.30				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N			
		DECEMBER LOCATES			601 20200-000	ACCOUNTS PAYABLE		20.30
		=== VENDOR TOTALS ===		20.30				

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-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05233	35		JAN-PRO CLEANING SYSTEMS				
I-45814	1/08/2015	APBNK	JANUARY CLEANING SERVICES DUE: 1/08/2015 DISC: 1/08/2015 JANUARY CLEANING SERVICES	205.00	1099: N 101 4131-87010-000	CITY HALL MAINTENANCE	205.00
			=== VENDOR TOTALS ===	205.00			
01-05233			LISA LYNN CONSULTING INC				
I-COFH:1:15	1/08/2015	APBNK	PERSONNEL CONSULTING DUE: 1/08/2015 DISC: 1/08/2015 PERSONNEL CONSULTING	175.00	1099: Y 101 20200-000	ACCOUNTS PAYABLE	175.00
			=== VENDOR TOTALS ===	175.00			
01-05514			METRO CITIES				
I-26.	1/08/2015	APBNK	2015 DUES DUE: 1/08/2015 DISC: 1/08/2015 2015 DUES	2,442.00	1099: N 101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	2,442.00
			=== VENDOR TOTALS ===	2,442.00			
01-05665			METROPOLITAN COUNCIL				
I-1039817	1/08/2015	APBNK	FEBRUARY SS DUE: 1/08/2015 DISC: 1/08/2015 FEBRUARY SS	35,833.92	1099: N 601 4601-85060-000	METRO SEWER CHARGES	35,833.92
			=== VENDOR TOTALS ===	35,833.92			
01-05813			MN STATE FIRE CHIEF ASSOC				
01501085110	1/08/2015	APBNK	MEMBERSHIP DUES DUE: 1/08/2015 DISC: 1/08/2015 MEMBERSHIP DUES	435.00	1099: N 101 4124-86110-000	MEMBERSHIPS	435.00
			=== VENDOR TOTALS ===	435.00			
01-07263			NEXTEL COMMUNICATIONS, INC				
I-172868921-118	1/08/2015	APBNK	CELL PHONE BILL - FIRE TRUCKS DUE: 1/08/2015 DISC: 1/08/2015 CELL PHONE BILL - FIRE TRUCKS	52.92	1099: N 101 20200-000	ACCOUNTS PAYABLE	52.92
			=== VENDOR TOTALS ===	52.92			

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-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01 94		NORTHEAST YOUTH & FAMILY					
I-201501085111		COOPERATIVE SERVICE	8,892.00				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		COOPERATIVE SERVICE		101 4111-86500-000	COOPERATIVE SERVICE		8,892.00
		=== VENDOR TOTALS ===	8,892.00				
01-06039		OLSON,ROLAND					
I-201501085114		FLEX PAYMENT	56.00				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		FLEX PAYMENT		101 21711-000	DEPENDENT CARE FLEX PAYA		49.28
		FLEX PAYMENT		601 21711-000	DEPENDENT CARE FLEX PAYA		5.60
		FLEX PAYMENT		602 21711-000	DEPENDENT CARE FLEX PAYA		1.12
		=== VENDOR TOTALS ===	56.00				
01-06053		OREILLY AUTO PARTS					
I-201501085104		HYDROLIC OIL AND FILTER	93.40				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		HYDROLIC OIL AND FILTER		101 20200-000	ACCOUNTS PAYABLE		93.40
		=== VENDOR TOTALS ===	93.40				
01-06115		TIMOTHY PITTMAN					
I-201501085108		WINTERFEST COOKIES	90.00				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		WINTERFEST COOKIES		101 4116-89010-000	SPECIAL EVENTS		90.00
		=== VENDOR TOTALS ===	90.00				
01 185		RAMSEY COUNTY					
I-EMCOM-003753		DECEMBER FLEET SUPPORT	68.64				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		DECEMBER FLEET SUPPORT		101 20200-000	ACCOUNTS PAYABLE		68.64
I-RISK-1699		JAN DENTAL/LIFE/DISABILITY IN	935.38				
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015		1099: N			
		JAN DENTAL/LIFE/DISABILITY INS		101 4112-89000-000	MISCELLANEOUS		935.38
		=== VENDOR TOTALS ===	1,004.02				

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-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06303	1/08/2015	APBNK	RAMSEY COUNTY - 911 DISPATCH				
I-EMCOM3799	1/08/2015	APBNK	DECEMBER 911 DISPATCH	2,459.97	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		101 20200-000	ACCOUNTS PAYABLE	2,459.97
			DECEMBER 911 DISPATCH				
I-EMCOM3813	1/08/2015	APBNK	DECEMBER 911 DISPATCH	180.98	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		101 20200-000	ACCOUNTS PAYABLE	180.98
			DECEMBER 911 DISPATCH				
			=== VENDOR TOTALS ===	2,640.95			
01-06303	REPUBLIC SERVICES						
I-923-002680351	1/08/2015	APBNK	JANUARY TRASH REMOVAL	461.39	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		101 4131-82010-000	WASTE REMOVAL	461.39
			JANUARY TRASH REMOVAL				
			=== VENDOR TOTALS ===	461.39			
01-06335	ROSELAWN STABLES						
I-201501085107	1/08/2015	APBNK	PARADE WAGON DEPOSIT	250.00	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		101 4116-89010-000	SPECIAL EVENTS	250.00
			PARADE WAGON DEPOSIT				
			=== VENDOR TOTALS ===	250.00			
01-05107	ROTARY CLUB OF ROSEVILLE						
I-378	1/08/2015	APBNK	FIRST QUARTER DUES	281.00	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		101 4112-86100-000	CONFERENCES/EDUCATION/AS	281.00
			FIRST QUARTER DUES				
			=== VENDOR TOTALS ===	281.00			
01-05374	TENNIS SANITATION LLC						
I-1306573	1/08/2015	APBNK	DECEMBER RECYCLING	5,769.00	1099: N		
			DUE: 1/08/2015 DISC: 1/08/2015		206 20200-000	ACCOUNTS PAYABLE	5,769.00
			DECEMBER RECYCLING				
			=== VENDOR TOTALS ===	5,769.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 70		TOM LYNCH ELECTRIC LLC					
I-201501085103		ELECTRIC PARTS AND REPAIR		1,680.00			
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N		
		ELECTRIC PARTS AND REPAIR			101 20200-000	ACCOUNTS PAYABLE	1,680.00
I-201501085109		DISCONNECT STREET LIGHT		165.00			
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N		
		DISCONNECT STREET LIGHT			209 4209-85020-000	STREET LIGHTING POWER	165.00
		=== VENDOR TOTALS ===		1,845.00			
01-05870		XCEL ENERGY					
I-201501085105		ELECTRIC		152.99			
1/08/2015	APBNK	DUE: 1/08/2015 DISC: 1/08/2015			1099: N		
		ELECTRIC			209 20200-000	ACCOUNTS PAYABLE	125.54
		ELECTRIC			101 20200-000	ACCOUNTS PAYABLE	27.45
		=== VENDOR TOTALS ===		152.99			
		=== PACKET TOTALS ===		69,615.34			

-----ID-----				GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
12/31/2014	70	ANCOM TECHNICAL CENTER						
I-50134		PROGRAM & OPTIMIZE RADIOS		220.00				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		PROGRAM & OPTIMIZE RADIOS			101 4124-87029-000	REPAIR OTHER EQUIPMENT		220.00
		=== VENDOR TOTALS ===		220.00				
01-05072		BRANCH AND BOUGH TREE SERVICE						
I-8021		FORESTRY CONSULTING		3,639.40				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		FORESTRY CONSULTING			101 4134-80330-000	FORESTRY CONSULTANT		3,639.40
		=== VENDOR TOTALS ===		3,639.40				
01-03089		CASH						
I-201412315097		POINTSETTA'S FOR LOBBY & POST		9.43				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		POINTSETTA'S FOR LOBBY			101 4131-70110-000	SUPPLIES		7.43
		POSTAGE			101 4112-70500-000	POSTAGE		2.00
		=== VENDOR TOTALS ===		9.43				
01-04084		FIRE EQUIPMENT SPECIALTIES						
I-8612		5 HELMETS WITH FACE SHIELDS		1,875.90				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		5 HELMETS WITH FACE SHIELDS			402 4402-91000-000	MACHINERY & EQUIPMENT		1,875.90
		=== VENDOR TOTALS ===		1,875.90				
01-02		FISCHER, BART J						
I-201412315101		DEC MILEAGE REIMB		61.10				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		DEC MILEAGE REIMB			101 4112-86010-000	MILEAGE & PARKING		61.10
		=== VENDOR TOTALS ===		61.10				
01-05243		HINRICHS, RICH						
I-201412315100		TOOL COMBO 757/BATTERIES/ SAF		894.77				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014			1099: N			
		SCBA BATTERIES			101 4124-70100-000	SUPPLIES		98.47
		757 TOOL COMBO KIT-NEW FIRE TR			402 4402-91000-000	MACHINERY & EQUIPMENT		696.30
		SAFETY PERFORMANCE PROGRAM			101 4124-86020-000	TRAINING		100.00
		=== VENDOR TOTALS ===		894.77				

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-030	OLSON,ROLAND						
I-201412315098		4TH QTR MILEAGE REIMB	76.89				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		4TH QTR MILEAGE REIMB		101 4113-86010-000	MILEAGE		76.89
		=== VENDOR TOTALS ===	76.89				
01-06115	TIMOTHY PITTMAN						
I-201412315096		MILEAGE REIMB	36.00				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		MILEAGE REIMB		101 4132-86101-000	MILEAGE		36.00
		=== VENDOR TOTALS ===	36.00				
01-06943	QUALITY RESOURCE GROUP INC						
I-971704		LASER CHECKS	1,044.19				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		LASER CHECKS		101 4113-70100-000	SUPPLIES		1,044.19
		=== VENDOR TOTALS ===	1,044.19				
01-07898	WSB						
I-02518-010-5		PARKS PLAN COSULTING	686.00				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		PARKS PLAN COSULTING		403 4403-92000-000	PARK DEDICATION IMPROVEM		686.00
I-2518-020-4		ZONING CONSULTING	126.00				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		ZONING CONSULTING		208 4208-81900-000	OTHER PROFESSIONAL SERVI		126.00
		=== VENDOR TOTALS ===	812.00				
01-05870	XCEL ENERGY						
I-201412315095		ELECT	38.43				
12/31/2014	APBNK	DUE: 12/31/2014 DISC: 12/31/2014		1099: N			
		ELECT		101 4141-85020-000	ELECTRIC/GAS		7.83
		ELECT - PROTECTIVE LIGHTS		101 4141-85020-000	ELECTRIC/GAS		30.60
		=== VENDOR TOTALS ===	38.43				
		=== PACKET TOTALS ===	8,708.11				

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-03422	BP						
I-201412305091		FUEL	640.66				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS		640.66
		=== VENDOR TOTALS ===	640.66				
=====							
01-03123	CINTAS CORPORATION #470						
I-470513222		SHOP TOWELS/TP/SOAP/MAT SERVI	106.86				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		SHOP TOWELS/TP/SOAP/MAT SERVIC		101 4131-70110-000	SUPPLIES		106.86
		=== VENDOR TOTALS ===	106.86				
=====							
01-05153	HOME DEPOT CRC/GECP						
I-201412305092		MULTISCANNER/SAFETY GLASSES	190.15				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		MULTISCANNER/SAFETY GLASSES		101 4131-70110-000	SUPPLIES		190.15
		=== VENDOR TOTALS ===	190.15				
=====							
01-05354	JEFFERSON FIRE & SAFETY, INC						
I-212476		REPAIR RESCUE EQUIPMENT	500.00				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		REPAIR RESCUE EQUIPMENT		101 4124-87029-000	REPAIR OTHER EQUIPMENT		500.00
		=== VENDOR TOTALS ===	500.00				
=====							
01-05843	MN NCPERS LIFE INSURANCE						
I-201412305093		JAN PERA LIFE INS	80.00				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		JAN PERA LIFE INS		101 21709-000	OTHER PAYABLE		80.00
		=== VENDOR TOTALS ===	80.00				
=====							
01-06139	PETERSEN, CHELSEA						
I-201412305094		APMP MEETING/MILEAGE REIMB	39.60				
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N			
		APMP MEETING		101 4112-86100-000	CONFERENCES/EDUCATION/AS		20.00
		MILEAGE REIMB		101 4112-86010-000	MILEAGE & PARKING		19.60
		=== VENDOR TOTALS ===	39.60				

12/30/2014 10:12 AM
 PACKET: 01145 DEC 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
12/30/2014	APBNK	SCOTT WEMYSS (PARTAGS)				
I-111		8 NAMETAGS	16.00			
12/30/2014	APBNK	DUE: 12/30/2014 DISC: 12/30/2014		1099: N		
		8 NAMETAGS		101 4124-70100-000	SUPPLIES	16.00
		=== VENDOR TOTALS ===	16.00			
		=== PACKET TOTALS ===	1,573.27			

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
0250	AMERIPRIDE SERVICES						
I-1002979555		LINEN CLEANING	28.97				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING		28.97
=== VENDOR TOTALS ===			28.97				
=====							
01-03025	COLIN CALLAHAN						
I-201412195082		FLEX PAYMENT	208.33				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		FLEX PAYMENT		101 21711-000	DEPENDENT CARE FLEX PAYA		104.17
		FLEX PAYMENT		601 21711-000	DEPENDENT CARE FLEX PAYA		72.92
		FLEX PAYMENT		602 21711-000	DEPENDENT CARE FLEX PAYA		31.24
=== VENDOR TOTALS ===			208.33				
=====							
01-03123	CINTAS CORPORATION #470						
I-470509942		MAT SERVICE	45.24				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		MAT SERVICE		101 4131-70110-000	SUPPLIES		45.24
=== VENDOR TOTALS ===			45.24				
=====							
01-04000	EHLERS AND ASSOCIATES						
I-201412195083		PUBLIC FINANCE SEMINAR - BART	275.00				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		PUBLIC FINANCE SEMINAR - BART		101 4112-86100-000	CONFERENCES/EDUCATION/AS		275.00
=== VENDOR TOTALS ===			275.00				
=====							
04084	FIRE EQUIPMENT SPECIALTIES						
I-8593		6 FOAM FIRE EXTINGuishERS	603.79				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		6 FOAM FIRE EXTINGuishERS		101 4124-70100-000	SUPPLIES		603.79
I-8597		7 HELMET FRONTS	385.95				
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N			
		7 HELMET FRONTS		101 4124-77000-000	CLOTHING		385.95
=== VENDOR TOTALS ===			989.74				

PACKET: 01140 DEC 19 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
01-5174		FIRE INSTRUCTION & RESCUE EDUC				
I-928		RIT TRAILER	450.00			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		RIT TRAILER		101 4124-86020-000	TRAINING	450.00
=== VENDOR TOTALS ===			450.00			
01-05466		LAND'S END BUSINESS OUTFIT				
I-SIN2388443		JACKETS/SHIRTS W/ CITY LOGO	233.80			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		JACKETS/SHIRTS W/ CITY LOGO		101 4112-70100-000	SUPPLIES	233.80
=== VENDOR TOTALS ===			233.80			
01-05493		MCMA				
I-201412195079		NEW MEMBERSHIP - TIM	30.00			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		NEW MEMBERSHIP - TIM		101 4112-86100-000	CONFERENCES/EDUCATION/AS	30.00
=== VENDOR TOTALS ===			30.00			
01-05742		MINNESOTA CONWAY				
I-114913		FIRE EXTINGUISHERS RECHARGE	405.50			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		FIRE EXTINGUISHERS RECHARGE		101 4124-70100-000	SUPPLIES	184.32
		FIRE EXTINGUISHERS RECHARGE		101 4141-70100-000	SUPPLIES	221.18
=== VENDOR TOTALS ===			405.50			
973		NORTH SUBURBAN ACCESS CORPORAT				
I-14-703		4TH QTR WEB STREAMING	280.91			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		4TH QTR WEB STREAMING		101 4116-85050-000	CABLE TV	280.91
=== VENDOR TOTALS ===			280.91			
01-06415		SCHARBER & SONS				
I-P66331		DRIVE SHAFT JD SNOW BLOWER	541.41			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		DRIVE SHAFT JD SNOW BLOWER		101 4132-87000-000	REPAIR EQUIPMENT	541.41
=== VENDOR TOTALS ===			541.41			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0935		ST PAUL REGIONAL WATER SERVICE				
=====						
I-201412195081		WATER AND SS CHARGES	451.86			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		SS: CH		101 4131-85070-000	SEWER	22.76
		WATER: CH		101 4131-85040-000	WATER	45.81
		SS: COMM PARK		101 4141-85070-000	SEWER	122.57
		WATER: COMM PARK		101 4141-85040-000	WATER	234.71
		SS: CURTISS FIELD		101 4141-85070-000	SEWER	9.56
		WATER:CURTISS FIELD		101 4141-85040-000	WATER	16.43
		=== VENDOR TOTALS ===	451.86			
=====						
01-06528		SUBURBAN LAWN CENTER				
=====						
I-P28783		PARTS FOR SNOW PLOW (SHOE)	103.84			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		PARTS FOR SNOW PLOW (SHOE)		101 4132-70120-000	SUPPLIES	103.84
		=== VENDOR TOTALS ===	103.84			
=====						
01-07132		WELLS FARGO INSURNACE SERVICES				
=====						
I-24588820		FINANCE DIRECTOR BOND	350.00			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		FINANCE DIRECTOR BOND		101 15500-000	PREPAID EXPENDITURES	350.00
=====						
I-24588829		ADMIN DIRECTOR BOND	350.00			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		ADMIN DIRECTOR BOND		101 15500-000	PREPAID EXPENDITURES	350.00
		=== VENDOR TOTALS ===	700.00			
=====						
210		ZACK'S INC				
=====						
I-30060		CLEANER/RAKE/SQUEEGEE/SHOVELS	445.19			
12/19/2014	APBNK	DUE: 12/19/2014 DISC: 12/19/2014		1099: N		
		CLEANER/RAKE/SQUEEGEE/SHOVELS		101 4141-70100-000	SUPPLIES	445.19
		=== VENDOR TOTALS ===	445.19			
		=== PACKET TOTALS ===	5,189.79			

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-03110		CENTURY LINK					
I-201412165076		LANDLINE- COMM PARK	60.11				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		LANDLINE- COMM PARK		101 4141-85011-000	TELEPHONE - LANDLINE		60.11
		=== VENDOR TOTALS ===	60.11				
01-07261		FARO TECHNOLOGIES					
I-201412165071		TRAINING SOFTWARE	509.00				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		TRAINING SOFTWARE		101 4124-86020-000	TRAINING		509.00
		=== VENDOR TOTALS ===	509.00				
01-05047		FOREST PRODUCTS SUPPLY					
I-201412165072		OAK BRACKETS FOR ENTRANCE	174.00				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		OAK BRACKETS FOR ENTRANCE		401 4401-90100-000	FURNITURE & EQUIPMENT		174.00
		=== VENDOR TOTALS ===	174.00				
01-05968		LEAGUE MN CITIES INSURANCE TRU					
I-201412165073		2015 WORKMANS COMP INS	23,905.00				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		2015 WORKMANS COMP INS		101 15500-000	PREPAID EXPENDITURES		20,905.00
		2015 WORKMANS COMP INS		601 15500-000	PREPAID EXPENSE		2,000.00
		2015 WORKMANS COMP INS		602 15500-000	PREPAID EXPENSES		1,000.00
		=== VENDOR TOTALS ===	23,905.00				
01-05493		MCMA					
I-201412165074		MCMA MID-WINTER SEMINAR	175.00				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		MCMA MID-WINTER SEMINAR		101 4112-86100-000	CONFERENCES/EDUCATION/AS		175.00
		=== VENDOR TOTALS ===	175.00				
01-05582		MENARDS					
I-201412165077		SPACE HEATER/OAK TRIM/MOLDING	332.26				
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N			
		SPACE HEATER		101 4141-70100-000	SUPPLIES		75.33
		OAK TRIM AND MOLDING		401 4401-90100-000	FURNITURE & EQUIPMENT		248.33
		3 INCH SWIVEL		101 4131-70110-000	SUPPLIES		8.60
		=== VENDOR TOTALS ===	332.26				

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
03485		SENSIBLE OFFICE SOLUTIONS				
I-8537-001		BUSINESS CARDS - SANDVIK	39.75			
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N		
		BUSINESS CARDS - SANDVIK		101 4112-70100-000	SUPPLIES	39.75
=== VENDOR TOTALS ===			39.75			
=====						
01-06483		SENTRY SYSTEMS, INC.				
I-697912		QUARTERLY MONITORING SERVICES	94.50			
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N		
		QUARTERLY MONITORING SERVICES		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50			
=====						
01-00878		US BANCORP				
I-201412165075		SENSIBLE LAND USE MEMBERSHIP	75.00			
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N		
		SENSIBLE LAND USE MEMBERSHIP		101 4112-86110-000	MEMBERSHIPS	75.00
=== VENDOR TOTALS ===			75.00			
=====						
01-05870		XCEL ENERGY				
I-201412165078		ELECT	23.60			
12/16/2014	APBNK	DUE: 12/16/2014 DISC: 12/16/2014		1099: N		
		ELECT - GAZEBO		101 4141-85020-000	ELECTRIC/GAS	12.00
		ELECT - SNELLING/HOYT		209 4209-85020-000	STREET LIGHTING POWER	11.60
=== VENDOR TOTALS ===			23.60			
=== PACKET TOTALS ===			25,388.22			
		fed withholdings	5881.03			
		st withholdings	818.15			
		Pera	2729.60			
		Icma	1975.00			
		total	36,792.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
03110	CENTURY LINK					
I-201412125068		CURTISS FIELD/LIFT STATION	117.79			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		CURTISS FIELD		101 4141-85011-000	TELEPHONE - LANDLINE	55.89
		LIFT STATION		601 4601-85011-000	TELEPHONE - LANDLINE	61.90
		=== VENDOR TOTALS ===	117.79			
01-03123	CINTAS CORPORATION #470					
I-470506520		SHOP TOWLS/TP/MAT SERVICE	206.59			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		SHOP TOWLS/TP/MAT SERVICE		101 4131-70110-000	SUPPLIES	206.59
		=== VENDOR TOTALS ===	206.59			
01-03300	DISCOUNT STEEL, INC					
I-1050938		STEEL	232.00			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		STEEL		101 4124-70100-000	SUPPLIES	232.00
		=== VENDOR TOTALS ===	232.00			
01-05166	GRAINGER, W. W., INC.					
I-9606506963		SQUEEGEE/SLIP HOOK/BROOM HAND	137.79			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		SQUEEGEE/SLIP HOOK/BROOM HANDL		101 4124-70100-000	SUPPLIES	137.79
		=== VENDOR TOTALS ===	137.79			
190	HYDRAULIC SPECIALTY CO					
I-9079900726		CYLINDER REPAIR - BOBCAT	162.54			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		CYLINDER REPAIR - BOBCAT		101 4132-87000-000	REPAIR EQUIPMENT	162.54
		=== VENDOR TOTALS ===	162.54			
01-04570	JOSEPH, KATRINA E.					
I-35		NOV PROSECUTIONS	2,500.00			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: Y		
		NOV PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,500.00
		=== VENDOR TOTALS ===	2,500.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03440		LOFFLER COMPANIES, INC				
I-16243796		DEC COPIER CHARGES	237.91			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		DEC COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	237.91
		=== VENDOR TOTALS ===	237.91			
=====						
01-05273		MN PUBLIC EMPLOYEES INSURANCE				
I-201412125070		DEC HEALTH INS/JAN PREPAYMENT	10,041.68			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		DEC HEALTH INS		101 4112-89000-000	MISCELLANEOUS	691.78
		JAN HEALTH INS PREPAYMENT		101 15500-000	PREPAID EXPENDITURES	9,349.90
		=== VENDOR TOTALS ===	10,041.68			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-172868921-117		CELL PHONES: FIRE TRUCK	62.12			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		CELL PHONES: FIRE TRUCK		101 4124-85015-000	CELL PHONE	62.12
		=== VENDOR TOTALS ===	62.12			
=====						
01-06024		ON SITE SANITATION				
I-A571315		PORTABLE TOILET - COMM PARK	65.00			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		PORTABLE TOILET - COMM PARK		601 4601-85080-000	PORTABLE TOILET PARKS	65.00
I-A571344		PORTABLE TOILET - CURTISS FIE	65.00			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		PORTABLE TOILET - CURTISS FIEL		601 4601-85080-000	PORTABLE TOILET PARKS	65.00
		=== VENDOR TOTALS ===	130.00			
=====						
01-06185		RAMSEY COUNTY				
I-PUBW-014134		BULK ROAD SALT	1,418.40			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		BULK ROAD SALT		101 4132-83030-000	SNOW REMOVAL	1,418.40
I-PUBW-014177		NOV PLOWING AND SALTING	1,388.80			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		NOV PLOWING AND SALTING		101 4132-83030-000	SNOW REMOVAL	1,388.80
		=== VENDOR TOTALS ===	2,807.20			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
0301	SAMS CLUB DISCOVER CARD					
I-201412125066		KITCHEN SUPPLIES	37.26			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		KITCHEN SUPPLIES		101 4131-70110-000	SUPPLIES	37.26
=== VENDOR TOTALS ===			37.26			
=====						
01-06625	T.A. SCHIFSKY & SONS, INC					
I-201412125069		PAY EST #7	25,381.44			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		PAY EST #7		412 20600-000	CONTRACT PAYABLE	25,381.44
=== VENDOR TOTALS ===			25,381.44			
=====						
01-06901	ULTIMATE SAFETY CONCEPTS					
I-158630		LADDER/FLASHLIGHT/SAFETY CAN	427.67			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		LADDER/FLASHLIGHT/SAFETY CAN		101 4124-70100-000	SUPPLIES	427.67
=== VENDOR TOTALS ===			427.67			
=====						
01-05870	XCEL ENERGY					
I-201412125067		ELECT/GAS	3,103.67			
12/12/2014	APBNK	DUE: 12/12/2014 DISC: 12/12/2014		1099: N		
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	2,172.41
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	70.61
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	17.73
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	48.07
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	48.55
		ELECT		101 4131-85020-000	ELECTRIC	596.03
		ELECT - WARMING HOUSE		101 4141-85020-000	ELECTRIC/GAS	125.27
		GAS - WARMING HOUSE		101 4141-85030-000	NATURAL GAS	25.00
=== VENDOR TOTALS ===			3,103.67			
=== PACKET TOTALS ===			45,585.66			

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
01-001	CAMPBELL KNOTSON						
I-201412105060		NOV LEGALS	1,382.37				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: Y			
		NOV LEGALS		101 4114-80200-000	LEGAL FEES		1,382.37
		=== VENDOR TOTALS ===	1,382.37				
01-05058	JOSH JORDAN						
I-201412105063		TAE KWON DO INSTRUCTOR	2,071.20				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: Y			
		TAE KWON DO INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA		2,071.20
		=== VENDOR TOTALS ===	2,071.20				
01-06053	OREILLY AUTO PARTS						
I-201412105062		ANTIFREEZE/CARB&BRAKE CLEANER	86.72				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N			
		ANTIFREEZE		101 4132-70120-000	SUPPLIES		9.98
		CARB AND BRAKE CLEANER		101 4132-70120-000	SUPPLIES		76.74
		=== VENDOR TOTALS ===	86.72				
01-06059	APRIL OSS						
I-201412105064		YOGA INSTRUCTOR	239.60				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: Y			
		YOGA INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA		239.60
		=== VENDOR TOTALS ===	239.60				
01-06125	PETERSEN, CHELSEA						
I-201412105061		MILEAGE REIMB	60.42				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N			
		MILEAGE REIMB		101 4117-86010-000	MILEAGE		60.42
		=== VENDOR TOTALS ===	60.42				
01-06125	PIONEER RIM AND WHEEL CO						
I-1-271575		4 RIMS FOR S650 SKIDLOADER	418.96				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N			
		4 RIMS FOR S650 SKIDLOADER		101 4132-87000-000	REPAIR EQUIPMENT		418.96
I-1-271576		VALVE STEMS FOR WHEELS	4.48				
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N			
		VALVE STEMS FOR WHEELS		101 4132-87000-000	REPAIR EQUIPMENT		4.48
		=== VENDOR TOTALS ===	423.44				

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 .84	RAMSEY COUNTY	- 911 DISPATCH				
I-EMCOM 3723		NOV 911 DISPATCH	2,459.97			
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N		
		NOV 911 DISPATCH		101 4122-81200-000	911 DISPATCH FEES	2,459.97
I-EMCOM 3738		NOV 911 DISPATCH	180.98			
12/10/2014	APBNK	DUE: 12/10/2014 DISC: 12/10/2014		1099: N		
		NOV 911 DISPATCH		101 4122-81200-000	911 DISPATCH FEES	180.98
		=== VENDOR TOTALS ===	2,640.95			
		=== PACKET TOTALS ===	6,904.70			



December 2014 Statement 11/11/2014 - 12/09/2014

Page 2 of 2

CITY OF FALCON HEIGHT (CPN 001055690)

Cardmember Service 1-866-485-4545



Important Messages

Paying Interest: You have a 24 to 30 day interest-free period for Purchases provided you have paid your previous balance in full by the Payment Due Date shown on your monthly Account statement.

There is no interest-free period for transactions that post to the Account as Advances or Balance Transfers except as provided in any Offer Materials. Those transactions are subject to interest from the date they post to the Account until the date they are paid in full.

Did you know...we've got you covered? If you need a replacement U.S. Bank Business Edge credit card or emergency cash, our 24/7 Visa Global Customer Assistance will get it to you promptly.

Transactions FISCHER,BART J Credit Limit \$15000

Table with columns: Post Date, Trans Date, Ref #, Transaction Description, Amount, Notation. Includes entry for SENSIBLE LAND USE COAL 612-7207667 MN with handwritten note 'SLUC membership'.

Transactions BILLING ACCOUNT ACTIVITY

Table with columns: Post Date, Trans Date, Ref #, Transaction Description, Amount, Notation. Includes entry for BRANCH PAYMENT THANK YOU with amount \$426.77CR.

2014 Totals Year-to-Date table showing Total Fees Charged in 2014 and Total Interest Charged in 2014, both at \$0.00.

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

**APR for current and future transactions.

Table with columns: Balance Type, Balance By Type, Balance Subject to Interest Rate, Variable, Interest Charge, Annual Percentage Rate, Expires with Statement. Lists rates for BALANCE TRANSFER (9.99%), PURCHASES (9.99%), and ADVANCES (20.99%).

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	310.97
01-0016	PAMELA M HARRIS	277.05
01-1004	BART J FISCHER	2,502.13
01-1014	CHELSEA PETERSEN	1,634.78
01-1017	TIMOTHY J SANDVIK	1,379.96
01-1040	MICHAEL J POESCHL	940.22
01-1136	ROLAND O OLSON	1,115.88
01-1155	RILEY D HOLMSETH	582.31
01-0086	RICHARD H HINRICHS	260.48
01-0095	MICHAEL J POESCHL	90.90
01-0105	ANTON M FEHRENBACH	101.39
01-0124	MICHAEL D KRUSE	101.39
01-1030	TIMOTHY J PITTMAN	1,626.31
01-1033	DAVE TRETSTVEN	1,485.38
01-1143	COLIN B CALLAHAN	1,073.05

TOTAL PRINTED: 15 13,482.20

12-29-2014 2:13 PM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 12/29/2014

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	12/29/2014	275.27	083565
0018	LONG, CHARLES E	R	12/29/2014	277.05	083566
0019	BROWN THUNDER, JOSEPH C	R	12/29/2014	277.05	083567
0097	GAFFNEY, PATRICK	R	12/29/2014	104.35	083568
2172	ARCAND, MICHAEL W	R	12/29/2014	46.63	083569

12-29-2014 2:13 PM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 12/29/2014

*** REGISTER TOTALS ***

REGULAR CHECKS:	5	980.35
DIRECT DEPOSIT REGULAR CHECKS:	15	13,482.20
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	20	14,462.55

*** NO ERRORS FOUND ***

* END OF REPORT **

EMP #	NAME	AMOUNT
0004	BART J FISCHER	2,502.13
01-1014	CHELSEA PETERSEN	1,603.76
01-1017	TIMOTHY J SANDVIK	1,379.96
01-1040	MICHAEL J POESCHL	1,361.19
01-1136	ROLAND O OLSON	1,000.00
01-1155	RILEY D HOLMSETH	206.11
01-2154	MAUREEN A ANDERSON	44.22
01-0085	DANIEL S JOHNSON-POWERS	55.27
01-0086	RICHARD H HINRICHS	219.27
01-0087	MICHAEL A MCKAY	85.54
01-0095	MICHAEL J POESCHL	63.65
01-0105	ANTON M FEHRENBACH	74.59
01-0106	SCOTT A TESCH	146.46
01-0123	BRYAN R SULLIVAN	92.54
01-0124	MICHAEL D KRUSE	117.15
01-0132	ANDREW K TEMME	35.27
01-0133	MICHAEL A TESTER	108.35
01-1030	TIMOTHY J PITTMAN	1,572.14
01-1033	DAVE TRETSTVEN	1,485.38
01-1143	COLIN B CALLAHAN	1,073.05
TOTAL PRINTED: 20		13,226.03

12-11-2014 10:20 AM
PAYROLL NO: 01 City of Falcon Heights

PAYROLL CHECK REGISTER

PAGE: 1
PAYROLL DATE: 12/11/2014

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0034	KURHAJETZ, CLEMENT	R	12/11/2014	86.58	083505
	ANDERSON, KEVIN	R	12/11/2014	108.02	083506
	GAFFNEY, PATRICK	R	12/11/2014	79.87	083507
0104	VANN, VINCENT A	R	12/11/2014	32.43	083508
0119	WICK, JEFFREY M	R	12/11/2014	74.59	083509
0126	SMITH, BENJAMIN J	R	12/11/2014	48.65	083510
0130	RABEK, PAUL A	R	12/11/2014	43.38	083511
0131	THOMAS, DAVID M	R	12/11/2014	54.32	083512
0172	ARCAND, MICHAEL W	R	12/11/2014	172.44	083513

12-11-2014 10:20 AM
PAYROLL NO: 01 City of Falcon Heights

PAYROLL CHECK REGISTER

PAGE: 2
PAYROLL DATE: 12/11/2014

*** REGISTER TOTALS ***

REGULAR CHECKS:	9	700.28
DIRECT DEPOSIT REGULAR CHECKS:	20	13,226.03
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	29	13,926.31

*** NO ERRORS FOUND ***

** END OF REPORT **



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2014
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Tim Sandvik, Deputy Clerk

Item	Approval of City Licenses
Description	<p>The following individuals have applied for a <u>Municipal Business License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Curves 2. Edward Jones 3. Young Spa 4. Central Pediatrics, P.A. 5. MK Enterprises dba Martinizing Cleaners 6. Cox Insurance Associates Inc 7. John A Knutson & Co., PLLP 8. Minnesota Association of Secondary School Principals 9. Otto Law P.A. 10. Twin Cities Laboratories 11. National Youth Leadership Council 12. Century 21, Jay Blank Realty, Inc <p>The following individual has applied for a <u>Tree Trimming/Treating/Removal Contractor's License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Precision landscape and Tree, Inc 2. Rainbow Treecare 3. Barlett Tree Experts 4. Hugo's Tree Care, Inc <p>The following individuals have applied for a <u>Refuse/Recycler's License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Aspen Waste Systems, Inc 2. Tennis Sanitation 3. Keith Krupenny & Son Disposal Service, Inc 4. Walters Recycling & Refuse

	<p>The following individuals have applied for a <u>Home Occupation License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. David L Wasson Graphic Design <p>The following individuals have applied for a <u>Bus Bench License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. United States Bench Corporation <p>The following individuals have applied for a <u>Business, Cigarette License, Gasoline Operator License, and Retail Grocery License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Super America <p>The following individuals have applied for a <u>Business, Cigarette License, Gasoline Operator License, Car Wash and Retail Grocery License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Falcon Heights Gas Convenience Inc, <p>The following individuals have applied for a <u>Restaurant License</u> for 2015. Staff has received necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Jimmy John's 2. Toppers Pizza <p>The following individuals have applied for a <u>Therapeutic Massage License</u> for 2015. Staff has received necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Massage by Amy <p>The following individuals have applied for an <u>Off Sale Liquor License</u> for 2015. Staff has received necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Merwin Liquors, Falcon Heights, LLC <p>The following individuals have applied for an <u>On Sale Liquor License and Restaurant License</u> for 2015. Staff has received necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. New Fresh Wok
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2015 City License Applications.



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F3
Attachment	Resolution 15-01
Submitted By	Roland Olson, Finance Director

Item	Resolution Designating Official Depositories for 2015
Description	All investments are made according to State law and the City's Investment Policy. The City Administrator and/or Finance Director is authorized to deposit general and other funds therein and make investments and transfers for funds for the City of Falcon Heights. Collateral is furnished by the financial institutions as required by law.
Budget Impact	
Attachment(s)	Resolution 15-01
Action(s) Requested	Staff recommends that the Council approve the official depositories for 2014.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 14, 2015

No. 15-01

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

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

US Bank System, LMC 4M Fund (checking account)
US Bank National Association
RBC Capital Markets, LLC
Morgan Stanley, LLC
Wells Fargo Advisors, LLC
Minnesota Municipal Money Market Fund (4M and 4M Plus Funds)
PMA Securities Inc, PMA Financial Network Inc (4M and 4M
Plus Investment Pools)
Wells Fargo Securities, LLC

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

Moved by:

Approved by: _____

Peter Lindstrom
Mayor
January 14, 2015

LINDSTROM _____ In Favor
LONG
HARRIS _____ Against
BROWN THUNDER
MERCER-TAYLOR

Attested by: _____

Bart Fischer
City Administrator
January 14, 2015



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F4
Attachment	Elected Official Out-of-State Travel Policy
Submitted By	Bart Fischer, City Administrator

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

City of Falcon Heights

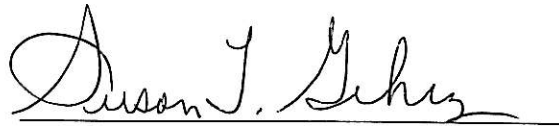
ELECTED OFFICIAL OUT-OF-STATE TRAVEL POLICY

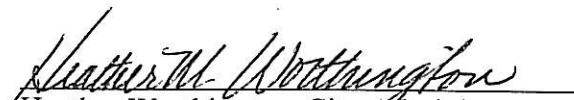
Purpose: The City of Falcon Heights recognizes that its elected official may at times receive value from traveling out of the state for workshops, conferences, events and other assignments. This policy sets forth the conditions under which out-of-state travel will be reimbursed by the City.

General Guidelines:

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

Adopted November 9, 2005


Susan L. Gehrz, Mayor


Heather Worthington, City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F5
Attachment	City Council Standing Rules
Submitted By	Bart Fischer, City Administrator

Item	Review and Adopt Council Standing Rules
Description	<p>Each year at the first Council meeting, the City Council reviews the operating procedures it intends to use, and decides if changes are warranted.</p> <p>Staff has no recommendations for changes in the standing rules at this time</p>
Budget Impact	N/A
Attachment(s)	City Council Standing Rules
Action(s) Requested	Adopt standing rules as amended 1/11/2006 for 2014.

Amended January 11, 2006

B. CITY COUNCIL STANDING RULES

INTRODUCTION

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

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

MEMBERSHIP

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

RULES

Agenda

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

Agenda (continued)

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

Process – Regular and Special Council Meetings

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

Process – Regular and Special Council Meetings (continued)

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

Process – Public Hearings

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

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

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

ADOPTION/MODIFICATION/SUSPENSION

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

ANNUAL REVIEW

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

INTERPRETATION

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

Attachment

SIKKINK'S SEVEN MOTION SYSTEM

General Rules for a Simplified System of Parliamentary Procedure

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

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

SIKKINK'S SEVEN MOTION SYSTEM TABLE

Applies

To What

Situations

Needs

Recognition

Needs

Second

Can be

Discussed

Amendable

Vote

Required

Motion

Purpose

Situations

Needs

Second

Can be

Discussed

Amendable

Vote

Required

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

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F6
Attachment	N/A
Submitted By	Peter Lindstrom, Mayor

Item	Appointment of Acting Mayor
Description	<p>Periodically, the Mayor's absence requires that official duties (such as signing official documents, running City Council meetings, etc.) need to be conducted in a timely manner. Past practice has been to rotate this position among the various City Council Members. The 2014 Acting Mayor was Council Member Beth Mercer Taylor.</p> <p>The Mayor still retains the right to name other Council Members as Acting Mayor when planned absences are anticipated, but the formal designation of an Acting Mayor allows for continuity of operations in the case of an emergency or unplanned absence.</p>
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	I recommend that the Falcon Heights City Council approve Council Member Chuck Long as the 2015 Acting Mayor.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F7
Attachment	NA
Submitted By	Peter Lindstrom, Mayor

Item	2015 Commission Appointments and Reappointments
Description	<p>Each year the City Council appoints residents to serve on various city commissions. Below are my recommendations for residents to serve three year terms (2015-2017), as directed by the City Code:</p> <p>Peggy Hall, Environment Commission (second term) Gordon Strom, Parks & Recreation Commission (second term) Helen Foster, Human Rights Commission (second term) Emily Schafer, Planning Commission (first term)</p>
Budget Impact	N/A
Attachment(s)	
Action(s) Requested	I recommend that the residents listed above be appointed to three year terms to their respective commissions.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14,2015
Agenda Item	Consent F8
Attachment	NA
Submitted By	Roland Olson, Finance Director

Item	Mileage reimbursement rate for 2015.
Description	The business mileage reimbursement rate allowed by the IRS is 57.5 cents per mile effective January 1, 2015. This is a 1.5 cent per mile increase in the mileage rate allowed by the IRS in 2014.
Budget Impact	The mileage reimbursement rate is 57.5 cents per mile effective January 1, 2015.
Attachment(s)	NA
Action(s) Requested	Staff recommends allowing the IRS approved reimbursement mileage rate of 57.5 cents per mile when employees use their personal vehicles for city business.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F9
Attachment	2015 Fee Schedule
Submitted By	Tim Sandvik, Deputy Clerk

Item	2015 Fee Schedule
Description	<p>Each year the City Council is required to approve a fee schedule that identifies the various fees charged by the City. Staff reviews these fees each year to ensure that the costs charged cover the City's expenses and so they are competitive with other cities of comparable size.</p> <p>At this time Staff recommends no changes to the 2015 Fee Schedule; however, during the 2015 year, staff may make recommendations to change the Fee Schedule.</p>
Budget Impact	These fees have been incorporated into the 2015 budget.
Attachment(s)	2015 Fee Schedule
Action(s) Requested	Staff recommends that the Falcon Heights City Council approves the 2015 Fee Schedule.

Fee Schedule - 2015

A. LICENSES

1.	Business Licenses	
	<u>Item</u>	<u>Fee</u>
	Bus Benches (Courtesy)	\$ 25.00 per bench
	Filling Stations	
	Less than 15 hours	\$ 100.00
	15-20 hours	\$ 400.00
	20 hours or more	\$ 500.00
	General Business	\$ 50.00
	Pool Halls	\$ 800.00
	Precious Metal Dealer	
	Investigation fee/general	\$1500.00
	Investigation fee/MN only	\$ 500.00
	License fee	\$2000.00
	Restaurants	
	Lunchroom	\$ 50.00
	Less than 15 hours	\$ 100.00
	15-20 hours	\$ 400.00
	20 hours or more	\$ 500.00
	Therapeutic Massage License	
	Investigation fee	\$ 350.00
	License fee	\$ 100.00
2.	Liquor Licenses	
	<u>Item</u>	<u>Fee</u>
	Bottle Club	\$ 300.00
	Liquor, Off-Sale	\$ 310.00
	Liquor, On-Sale	\$4000.00
	Liquor, Special Event	\$ 25.00
	Liquor, Sunday	\$ 200.00
	Malt Beverage, Off-Sale	\$ 150.00
	Malt Beverage, On-Sale	\$ 500.00
	Malt Beverage, On-Sale (with wine license)	\$ 1.00
	Wine License	\$2000.00
	Temporary Liquor License	\$ 50.00
	Background Checks (per license)	\$500.00
3.	Other Licenses	
	<u>Item</u>	<u>Fee</u>
	Amusement machines (per machine)	\$ 30.00
	Cigarette sales	\$ 250.00
	Contractor licenses	\$ 35.00
	Itinerant salespersons & solicitors (for profit only)	\$ 25.00
	(Charitable)	Free
	Pool tables (per table)	\$ 30.00
	Refuse Haulers	\$100.00
	Rental License	\$ 50.00

Re-inspection (due to initial failure) \$ 50.00

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B. PERMITS

1. Building permit fees:

Total Valuation	2015
\$1.00 - \$500.00	\$25.00
\$501.00 - \$2,000.00	\$25.00 for first \$500, \$3.25/each additional \$100, to and including \$2000
\$2,001.00 - \$25,000	\$73.75 for first \$2000, \$14.75/each additional \$1000, to and including \$25,000
\$25,001.00 - \$50,000	\$413.00 for first \$25,000, \$10.75/each additional \$1000, to and including \$50,000
\$50,001.00 - \$100,000.00	\$681.75 for first \$50,000, \$7.50/each additional \$1000, to and including \$100,000.00
\$100,001.00 - \$500,000.00	\$1,056.75 for first \$100,000, \$6.00/each additional \$1000, to and including \$500,000
\$500,001.00 - \$1,000,000.00	\$3,456.75 for first \$500,000, \$5.00/each additional \$1,000, to and including \$1,000,000
\$1,000,001 and up	\$5,956.75 for first \$1,000,000, \$4.00/each additional \$1,000

Other Inspections and Fees:

1. Inspections outside of normal business hours \$47.00 per hour¹ (minimum charge – two hours)
2. Re-inspection fees assessed under provisions of Section 305.8 \$47.00 per hour¹
3. Inspections for which no fee is specifically indicated \$47.00 per hour¹ (minimum charge – one-half hour)
4. Additional plan review required by changes, additions or revisions to plans \$47.00 per hour¹ (minimum charge – one-half hour)
5. For use of outside consultants for plan checking and inspections, or both actual costs²

¹Or the total hourly cost to the jurisdiction, whichever is the greatest. This cost shall include supervision, overhead, equipment, hourly wages, and fringe benefits of the employees involved.

²Actual costs include administrative and overhead costs.

**Building Permits are subject to the State Surcharge*

2. Relocation of structure or building: \$150.00
3. Demolition or removal of structure: \$1.25/1,000 cubic ft; minimum \$50.00

4. Mechanical permit fees

a. Residential Work

Base Fee \$30.00

Gas Piping

\$10.00 \$500 valuation or less (repair or installation)

\$ 6.00 Each additional \$500 cost of repair or installation

Gas or oil fired furnaces or boilers

\$25.00 First 100,00 BTU input or less.

\$ 5.00 Each additional 100,00 input or fraction thereof.

Warm air or hot water heating system

\$30.00 First 100,000 BTU input for construction, installation, alteration, or replacement of each warm air furnace duct work or hot water system per unit.

\$ 6.00 Each additional 100,000 BTU input or fraction thereof.

\$20.00 First 100,000 BTU input per unit on unit heaters

\$ 5.00 Each additional 100,000 BTU input or fraction thereof.

Air conditioning

\$30.00 First 5 tons (60,000 BTU) of air conditioning per unit or of cooling for duct work for air conditioning.

\$ 6.00 Each ton (12,000 BTU) or fraction thereof over first 5 tons for duct work or air conditioning.

Other Items

\$35.00 Wood burning furnace per unit

\$35.00 Swimming pool heater per unit

\$25.00 Air exchanger with duct work per unit

\$25.00 Gas or oil space heater per unit

\$25.00 Gas direct vent heater per unit

\$25.00 Gas fireplace log or heater per unit

\$25.00 Gas hot water heater for domestic hot water

b. Commercial Work

Gas piping, refrigeration, chilled water, pneumatic control, ventilation, exhaust, hot water, steam, and warm air heating systems.

This fee shall be \$50 plus 1-1/4 percent (1.25%) of the total valuation of the work. Value of the work must include the cost of installation, alteration, addition, and repairs, including fans, hoods, HVAC units and heat transfer units, and all labor and materials necessary for installation. In addition, it shall include all material and equipment supplied by other sources when those materials are normally supplied by the contractor.

- 5. Plumbing Permit Fees.
\$30.00 base fee plus \$7.00 per fixture installed
- 6. Sewer Connection or Repair \$50.00
- 7. Water Connection

<u>Meter Size</u>	<u>Fee</u>
3/4"	\$ 62.00
1"	\$ 115.00
1-1/2"	\$ 265.00
2"	\$ 470.00
3"	\$1,080.00
- 8. Street Opening Fee \$25.00 (plus cost of permit)
- 9. Fence Permit Fee \$40.00
- 10. Residential Driveway Permit Fee \$40.00
- 11. Commercial Driveway Permit Fee Subject to Building Permit Fees
- 12. Temporary Sign Permit \$30.00
- 13. Permanent Sign Permit \$50.00
- 14. Dumpster Permit \$ 20.00 (30 days) \$10.00 (14 days)
(Dumpster permits can be renewed once)

C. PLANNING FEES

<u>Item</u>	<u>Fee</u>
Comprehensive Plan Amendment	\$550.00
Conditional Use Permit	\$500.00
Design Review (when required by code)	\$ 50.00
Lot Split (one lot into two)	\$ 250.00
Planned Unit Development	\$ 500.00
Rezoning/Zoning Amendment	\$ 500.00
Subdivision (>1 new lot)	\$ 300.00 + \$ 100.00/lot created
Variance	\$ 350.00

D. FACILITY RENTAL FEES

Private use of public facilities is permitted on a space available basis. Reservations and damage deposits are required for private use of the following community facilities. Discounted rates are available for weekly bookings:

Park and Facility Rental Fees

Venue	Amenities included in rental	Half Day 9am-3pm 4pm-10pm	Full Day 9am-10pm
Community Park Building and Upper Picnic Area 2050 Roselawn Ave. (corner of Roselawn and Cleveland)	Park Building Full Kitchen (stove, oven, frig/freezer, sink, microwave) Tables and Chairs Inside Bathrooms 2 BBQ Grills 9 Outdoor picnic tables Parking lot (50) and off street parking	\$100.00 + Tax	\$200.00 + Tax
East Picnic Area (near playground)	2 Picnic Tables Trash receptacles Portable bathroom Parking lot (50) and off street parking	\$20.00 + Tax	\$35.00 + Tax
Lower Picnic Area (Southwest corner of park)	2 Picnic Tables 1 BBQ Grill Trash receptacles Portable bathroom Parking lot (50) and off street parking	\$20.00 + Tax	\$35.00 + Tax
Curtiss Field Building and Picnic Shelter 1551 W. Iowa Ave.	Park building Inside Bathrooms Playground Basketball hoop and half court 2 picnic tables Portable bathroom Parking lot (10) and off street parking	\$50.00 + Tax	\$100.00 + Tax
Rentals: Play Kit	Play kit variety of balls, frisbees, and other play equipment	\$15.00 + Tax	
Set up/Tear Down		\$25.00	

* For park building rentals there is a \$200 damage deposit required that needs to be made in a separate form than the payment. Deposit will be refunded upon return of the key and inspection of the park building.

* Key pick up is two days prior to scheduled event and can be picked up at City Hall Monday –Friday 8:00am-4:30pm, (Summer hours: 7:30am- 5:00pm Monday-Thursday, Friday 7:30am-noon Memorial Day- Labor Day)

* Keys can be dropped off at the key box located on the city hall building (near the front doors) or during City Hall office hours.

* Park building rental permits will be issued when payment is received. Holding reservations without payment is not accepted.

*If you plan on bringing any equipment (i.e. inflatable devices, dunk tanks etc.) into the park you must disclose this to a city employee during the reservation process. The city may require documentation such as: a hold harmless agreement or certificate of insurance naming the city has an additional insured.

City Hall Rental Fees

City Hall	Capacity	Rates (3 hours) Hours must fall within half/full hours	Half Day 9am-3pm 4pm-10pm	Full Day 8am-10pm
Council Chambers Full Room (includes kitchen facility)	150 75- Seated	\$115.00	\$175.00	\$250.00
Council Chambers Front Half	75 30 Seated	\$50.00	\$100.00	\$150.00
Council Chambers Back Half	75 30 Seated	\$50.00	\$100.00	\$150.00
Kitchen Facility	10 6 Seated	\$25.00	\$50.00	\$50.00
Conference Room	8 maximum	\$30.00	\$60.00	\$100.00
Set Up Fee Excludes governmental entities		\$25.00		

* For city hall rentals there is a \$200 damage deposit required that needs to be made in a separate form than the payment. Deposit will be refunded upon return of the key and inspection of the park building.

* Key pick up is two days prior to scheduled event and can be picked up at City Hall Monday –Friday 8:00am-4:30pm, (Summer hours: 7:30am- 5:00pm Monday-Thursday, Friday 7:30am-noon Memorial Day-Labor Day)

* Keys can be dropped off at the key box located on the city hall building (near the front doors) or during City Hall office hours.

* Building rental permits will be issued when payment is received. Holding reservations without payment is not accepted.

* City Hall cannot be rented for private social gatherings

Field/Court/Rink Rental Fees

You may rent Community Park's soccer field, tennis courts or basketball courts and Curtiss Field's ice rink (seasonal). Discounted rates are available for weekly bookings.

Renters	Fee (3 hr. block time)	Fee Seasonal 3 hr block time April-October Consecutive times in one week	Additional Hours
Resident	\$20+ tax	-	\$10 + tax
Non Resident	\$30+ tax	-	\$10 + tax
Youth Organizations ages 2-18 (must be open to serving residents of Falcon Heights)	\$20+ tax	2-3 times per week \$50.00 4-5 times per week \$100.00 6-7 times per week \$150.00	\$10 + tax
Adult Organizations	\$30+ tax	2-3 times per week \$75.00 4-5 times per week \$125.00 6-7 times per week \$175.00	\$10 + tax
Striping a soccer field	\$25	case by case basis	

Fees apply only for games and practices. Tournaments or special events/services are subject to additional fees.

Field rental permits will be issued when payment is received.

Disclaimer:

All short term rentals (1-5 times) entitle the customer to use of the field as is: anything additional will be the customer's responsibility (i.e. striping the field or providing bases.) Special request of services will be dealt with on a case by case basis and may include extra fees. All requests should be discussed with the Parks and Recreation Department at 651-792-7617.

E. FACILITY USE BY PUBLIC SERVICE ORGANIZATIONS

1. Public facilities are available for use on a reservation basis.
2. The following shall be allowed use of public facilities but set up/tear down fees apply:
 - a. Specifically listed local organizations:
 - League of Women Voters
 - Senior Citizen Groups (Falconeers, Roseville Area Seniors)
 - Ramsey County League of Local Governments
 - League of Minnesota Cities/ Association of Metropolitan Municipalities
 - Watershed management organizations
 - Scouts, Brownie Troops, 4-H, Campfire
 - Neighborhood Groups (e.g. Grove Association, Maple Knoll Courtyard Homeowner's Association)
 - 55 Alive Mature Driving Class
 - Cable Commission
 - Developers when presenting to neighbors
 - Legislators for informational (non-campaign) meetings, except after the filing date and before the November election of a legislative election year unless requested by a majority of the city council
 - Northwest Youth and Family Service
 - Lauderdale and Falcon Heights Lions Club
 - Roseville Rotary Club
 - Party Precinct caucuses, legislated district conventions and county conventions under the requirements of MN State Statute 202A.192
 - AARP Tax Services
 - Hobby groups or clubs that meet the following criteria:
 - Falcon Heights based (A minimum of 25% of on-going members or participants are Falcon Heights residents).
 - Non-profit
 - Open membership
 - Founded on a hobby
 - Actively reaches out to include people of different ages, especially youth, to encourage intergenerational exchanges of information
 - Encourages a community service and/or benefit component
 - Falcon Heights neighborhood or community groups whose activities are open to all and for the sole purpose of developing, fostering and strengthening neighborhood and community well-being.
 - b. Any organization that meets the above guidelines yet uses a facility more than twice a year shall be charged \$100 per year.
 - c. The organization or group cannot be a private, business, political, or religious organization.
 - d. Any organization denied free use under this policy as defined in this section may appeal to the city council.

F. MISCELLANEOUS FEES.

<u>Item</u>	<u>Fee</u>
Agendas (Council or Planning) ¹	\$15.00/year
City Council Minutes ¹	\$35.00/year
Planning Commission Minutes ¹	\$20.00/year
Single copies	\$.25/page for first 100 pages
Assessment search	\$20.00
Maps	\$ 6.50
Open burning permit (no charge for recreational fires)	\$25.00
Returned Check Fee	\$25.00

¹ The charges apply only when hard copies are mailed. These documents can be viewed free of charge on the website or at City Hall.

G. FALSE ALARM FEES

1. Fire False Alarms

\$175.00 for second false alarm and \$225.00 for the third and all subsequent false alarms at an address within one calendar year.

2. Security False Alarms

\$60.00 for second call and \$75.00 for the third and each subsequent false alarm at an address within one calendar year.

3. Penalties and Assessment

Penalties for late payment and assessment of unpaid fees are the same as stipulated for unpaid utility fees in the city code.

H. VEHICLE EMERGENCY RESPONSE

The fee for emergency personnel response to accidents is \$350.00/vehicle.

I. PARKING FEES

<u>Item</u>	<u>Fee</u>
Application fee for residential area permit parking	\$ 200.00
Annual residential area parking permits	
First two vehicles	\$ 15.00/vehicle
Third and subsequent vehicles	\$ 25.00/vehicle
Lost permit replacement	\$ 7.00
Temporary parking permit (up to 3 weeks)	\$ 3.00/vehicle
Temporary parking permit for 5 or more vehicles for a one-time/ one-day event	\$ 25.00/event
Mobile Storage Structure (up to 72 hours)	\$ 10.00

J. RENTAL HOUSING RE-INSPECTIONS \$50.00 for third and subsequent inspections

K. SANITARY SEWER

The sanitary sewer fee for residential units is \$28.75 per quarter plus \$.0188311 per cubic foot of water usage during the months of November – January. For apartment units, the rate will be \$28.75/unit/quarter plus \$.0188311 per cubic foot of water used in November. For residential units, this will serve as the maximum fee for other quarters throughout the year, but the actual amount billed may be lower depending on water usage. For commercial units, the fee is \$.0188311 per cubic foot of water usage during each month.

L. STORM DRAINAGE

The fee for storm drainage is \$22.00 per quarter for residential units and \$205.32 per acre for commercial and apartment units.

M. HYDRANT WATER

The fee for hydrant water is 6% surcharge of the water bill.

N. RECYCLING

The recycling charge is \$9.75 per quarter for residential units.

O. STREET LIGHTING

The street lighting fee is \$6.00 per quarter for residential units and \$0.02 per lineal foot frontage for commercial properties monthly.

P. FEES FOR UNSPECIFIED REQUESTS

A private party or public institution (hereinafter applicant) making a request to the City for approval of a project or for public assistance must cover the City's consultants' costs associated with reviewing the request. Prior to having the request considered by the City, the applicant must deposit an escrow fee in an amount that is estimated to cover the City's consultants' costs as determined by the City Administrator. If the City's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The City shall use the applicant's fees to cover the City's actual consultants' costs in reviewing the request regardless of the City's action on the applicant's request. If the applicant's escrow fees exceed the City's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.



The City That Soars!

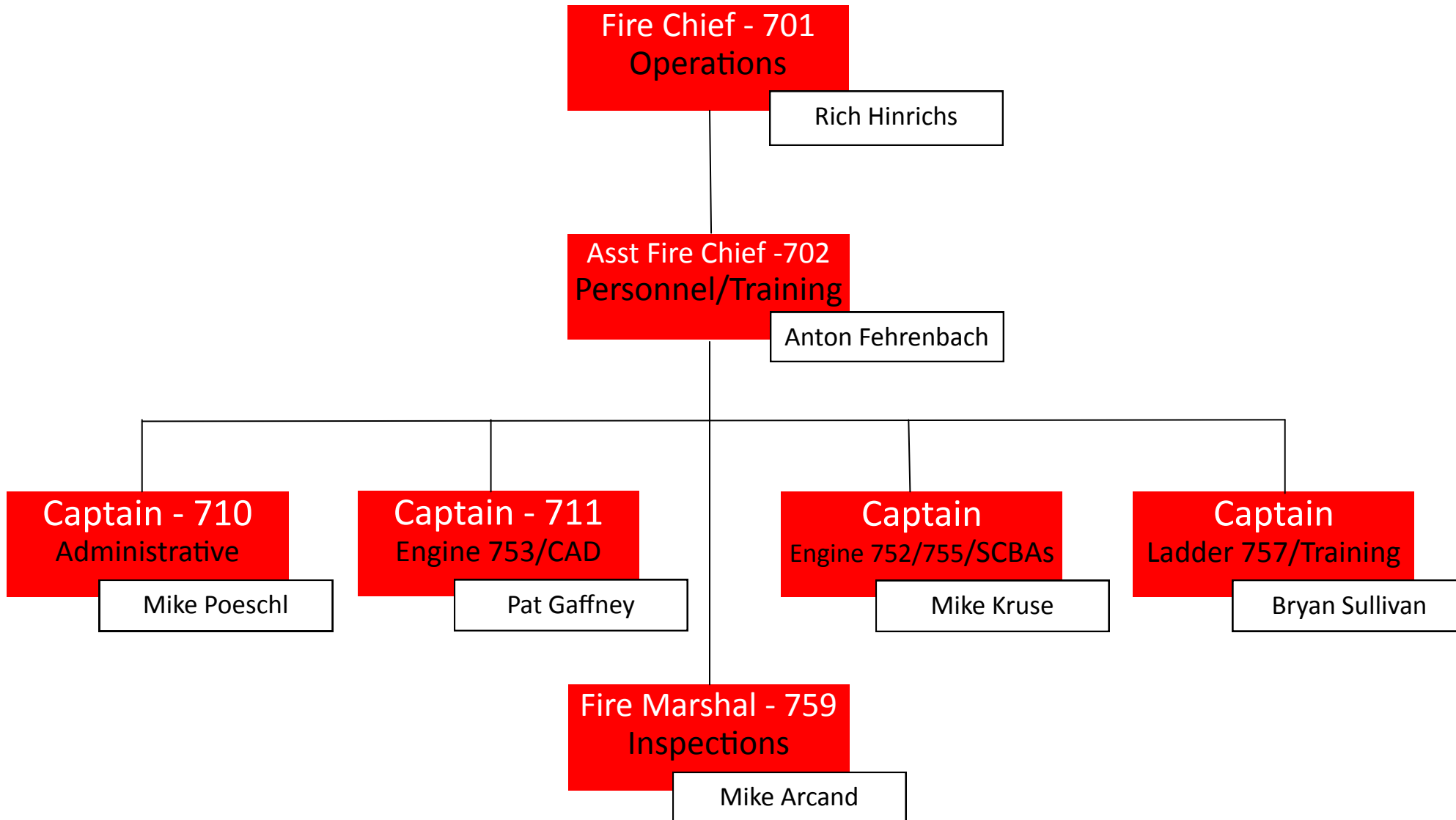
REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F10
Attachment	Falcon Heights Fire Department Organizational Chart
Submitted By	Bart Fischer, City Administrator Rich Hinrichs, Acting Fire Chief

Item	Appointment of Fire Department Officers
Description	<p>With the recent resignation of Regular, Part-Time Fire Chief Mike Poeschl, the Fire Department has had to look at re-organization. As was discussed at a recent Council Workshop, staff feels it would be best to return to a Paid-On Call Fire Chief with more responsibilities to be placed on the Assistant Fire Chief and Captains.</p> <p>Attached is an organizational chart with the names, positions and responsibilities of each officer. It is staff's recommendation that the City Council approve the organizational chart and subsequently the Officers as listed on it.</p>
Budget Impact	These changes fit within and are funded in the approved 2015 Budget
Attachment(s)	Falcon Heights Fire Department Organizational Chart
Action(s) Requested	Approve and appoint the Fire Department Organizational Chart and subsequent Officers.



Falcon Heights Fire Department





The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 14, 2015
Agenda Item	Consent F11
Attachment	Agreement for Webcasting Services Provided by North Suburban Access Corporation
Submitted By	Bart Fischer, City Administrator

Item	Approve Agreement for Webcasting Services Provided by North Suburban Access Corporation.
Description	Over the past couple of years, staff has considered and Council has had conversations around the desire to once again webcast City Council meetings. Webcasting allows the meetings to be broadcast to a larger audience via the internet and not just to those residents with cable service. Staff feels the cost is minimal and it is accounted for in the 2015 Budget. In addition, the City Attorney has reviewed and approved the agreement.
Budget Impact	The \$150/ month has been accounted for in the 2015 Budget.
Attachment(s)	Agreement for Webcasting Services Provided by North Suburban Access Corporation.
Action(s) Requested	Recommendation for Council approval of the Agreement for Webcasting Services Provided by North Suburban Access Corporation and authorizing the Mayor and City Administrator to execute any related documents.

**AGREEMENT FOR WEBCASTING SERVICES PROVIDED
BY NORTH SUBURBAN ACCESS CORPORATION (dba CTV North Suburbs)**

North Suburban Access Corporation, dba CTV North Suburbs (CTV), hereby agrees to provide municipal video webcasting services to the City of Falcon Heights (City) in return for financial consideration as outlined in the agreement.

1. CTV Agrees that it will:

a. Post live and/or encoded city meetings on the city's website. Live meetings will be streamed live, while encoded meetings will be posted within 24 hours.

b. For encoded meetings, post within 24 hours the accompanying agendas. CTV will post links between agenda items and their video discussion within 24 hours of receipt of timing provided by city staff.

c. Provide technical troubleshooting assistance for audio and/or video problems with the programming. If city equipment and/or procedures, or those of a city contractor, are the cause of the problem, CTV will deduct the time involved in troubleshooting and, if requested, correct the problem using the city's "100 hours" allotment of CTV's Municipal Assistance Program. If city equipment and/or procedures, or those of the city contractor, are not the cause of the problem, CTV will troubleshoot and, if requested, correct the problem at no charge to the city.

2. City Agrees that it will:

a. Provide CTV's master control operator(s) with monthly schedule of all live meetings to be streamed and/or encoded for posting on the city's website.

b. Notify CTV's master control operator(s) as soon as possible of the cancellation of a live event, including city meeting, which is scheduled for playback; of any change in the day or beginning time of any live event, including city meeting, or of any additions of special meetings to the schedule.

c. Provide to CTV staff the timing of the discussion of agenda items for web links.

d. Provide CTV's master control operator(s) with the name and telephone number(s) and e-mail address of a contact who can answer questions about the cablecast and/or encoding of live events.

3. Liability

CTV is not responsible for the content of any live or recorded programming provided by the City and encoded for web streaming.

4. . Compensation

a. From January 1, 2015, through December 31, 2015, City agrees to pay CTV \$150.00 per month, as billed on a quarterly basis.

b. This contract will automatically renew yearly with a nominal increase effective on a yearly basis.

For North Suburban Access Corporation (CTV North Suburbs)

Coralie A. Wilson, Executive Director

Date

For the City of Falcon Heights (City)

Date