

ADMINISTRATIVE UPDATE  
April 26, 1989

<sup>TIF</sup>  
The District Homestead Credit Shortfall - We have informed our local state representatives of the devastating effect their last year's action will have on the City and have joined forces with the City of Lauderdale in trying to get special legislation to grandfather our TIF Districts. At this time the outlook does not look promising. We've been told that the city can levy for the shortfall outside the levy limits. This would result in approximately a 20% city property tax increase.

Park Surveys - The response rate appears to be excellent. As of today we have already received 82 completed surveys.

Tatum Street Boulevard Sod - We have sent letters requesting quotations to replace the dead boulevard sod on Tatum Street. We would like to have this taken care of by the end of May.

Smoke Detector Survey - The Fire Department sent out surveys to all residents asking if they have smoke detectors and if they would like a home fire inspection. The survey also included maintenance suggestions for smoke detectors. We have received approximately 30 surveys.

Currently 55 smoke detectors have been installed under the Falcon Heights/Ramsey County Smoke Detector Program funded under CDBG.

Foster Day Care Home - 1746 Snelling Drive - The Fire Marshal inspected the home and it meets current life-safety codes for foster day care homes.

Boulevard Trees - Our forester and a crew of forestry students were busy during the last couple of weeks trimming the "young" trees.

The trees funded for under the "Replacement Tree Program" have been ordered and we will be planting them in about two weeks - depending upon delivery.

Spring CleanUp begins this Friday.

Streetsweeping will begin on May 1st or May 2nd in the University Grove area. All streets will be done by Friday, May 5th - unless it rains. We will be posting "no parking" signs on the streets.

Park Maintenance - Hockey boards are down in the city parks and we will be mowing on the average three days a week for the next three weeks.

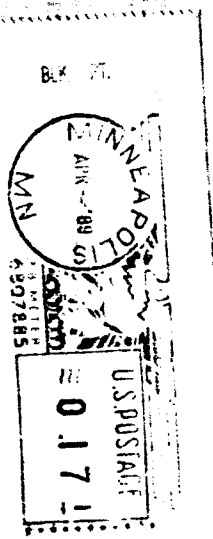
Revenue/Expenditure Report and Investment Report. These reports will be coming to the Council on a regular basis. If you have any questions on the reports or revised graphs, just ask.

Special Projects - Staff is working on a number of projects that will be coming to the City Council within the next month or so - these include cost analysis of city services and policies on sexual harassment, ethics, light, and data practices.

*duh*

CITY HALL  
2077 LAURENCEUR AV  
FALCON HEIGHTS MN 55113

POST PUBLICATIONS



Wednesday April 12 1989

ROSEVILLE/FALCON HEIGHTS

Vol 4 No 38 2

# Disaster drill 'saves' pond, neighborhood

By Lisa Legge

Thirty-six people were evacuated from their homes last week when a fuel oil pipeline broke, spilling into a Roseville pond.

No injuries were reported — or damage, for that matter — because the leak was a practice run, orchestrated by area police and firefighters and Williams Pipe Line Co., Roseville.

The "leak" was reported about 9 a.m. April 6 at a Central Park Pond between Victoria Street and Brooks Avenue north of Transit Avenue, according to Deputy Police Chief Tom Alleva, who coordinated the full-scale exercise.

Immediately on the scene were fire departments from Roseville, Falcon Heights and other cities spraying the lake, substituting water for foam they would use during a disaster. The "foam" could contain flammable fumes, Alleva said.

Lake Johanna firefighters built sand dikes across passages under County Road C leading to Lake Owasso, stopping further flow of fuel.

Just as quickly, Medicine Lake buses transported residents to Red Cross headquarters at Prince of Peace Lutheran Church, 2561 N. Victoria St.

"We just weren't taking any chances," said Alleva. "If gas had been ignited it could've exploded."

Even the National Guard was called.

Volunteers from the Red Cross, the Salvation Army and Seventh Day Adventist Church fed evacuees and emergency workers.

But just as quickly as they arrived, those crews left — bound for a real-life flood in Breckenridge and Fargo, N.D.



Roseville firefighters Don Gustafson and Bill Rastatter shot 'foam' into the pond. Emergency vehicles in the background transported evacuees. (Photo by Lisa Legge)

... ..

Jocus 4/5/89

April 5, 1989

# Watch groups follow council

From Page 1

handled Andre's termination, have established a hot line for questions residents may have about city government.

They also publish a monthly newsletter which discusses city issues; the group is currently interested in vacation backpay they say the city owes Andre.

The citizens council formed committees to monitor city action and make suggestions about city ethical policies, to research issues, and to lobby the Legislature to improve municipal government policies.

Rog said the citizens group is aligning Andre supporters against council members who

voted to remove the manager from office last fall.

"They're more of a group that's going to have political purposes, to go after politicians," Rog said.

But Wiski, who was mayor until Rog defeated him in 1987, said the group's diversity is bound to produce candidates, but that is not its aim.

"We're here to get the issues out," he said. "As more people become informed, maybe candidates will arise from that. But we have a bylaw that prohibits council members and candidates from being members."

"The real intent of this group is to be a public information and improvement group," Wiski said.

Input from the citizens council and all other groups is "healthy," Rog said.

"It's important for people who believe in something to speak up for something," he said. Groups lobbying for causes "give enough information so they have all sides of the issue."

More residents are making their opinions known, Rog said, since council and Planning Commission meetings have been televised by cable.

More individual residents are speaking out, and single-issue groups are better organized, the mayor said.

Such groups are virtually certain to lobby the council until the issues that have drawn their interest are resolved: until uses for Concordia Academy and Lexington Elementary School have been decided.

"We've got their attention simply because there's a referendum coming up," said Gail Westby, of the B2-Dale Association, which pledged to support the city's upcoming

## Heights makes good grades

The city of Falcon Heights compared well with its peers in a Roseville League of Women Voters study of city openness with the public presented March 30.

"We were very impressed with them," League Chairwoman Lyla Recksiedler said of Falcon Heights officials. "The rules are all written out: when they're going to start, when they're going to end.

"They know they have to move fast and cover everything thoroughly," she said.

City Council Member Paul Ciernia explained how the council "orchestrates meetings to be open, productive and interesting."

The council has come up with its own rules to keep the meeting going. "We write our own rules and get the council to agree with them all and it goes very smoothly and quickly," he said.

The league studied city policies in Roseville, Little Canada and Maplewood as well.

"We went at this from the viewpoint of a normal citizen who isn't too terribly into politics," Recksiedler said, "just the average citizen.

strong," Westby said, adding that after the referendum vote "they sit in the driver's seat again."

right of the people  
responsibility to  
of government and  
right to speak un-  
majority.

## ension ection

safety, comfort and  
let us check your  
nt and completely  
your steering and  
uspension system.

1-4805

GNMENT  
E. nepin

## ONING SUMMER ONING

High Efficiency  
Conditioner made  
dependability ...  
keep you cool &  
or years while con-  
cooling cost today  
you'll get expert in-  
sked by a 10 year  
pressor warranty.\*  
for your free beat  
imate.

FURERS REBATES.  
TES  
ON DISCOUNTS



\$4995\*



### Water heater leaking?

Call 342-4610

Now serving your area, with most replacements within 24 hours

Ask about our 5- or 10-year 100% replacement warranties\*

90 days interest-free or convenient Minnegasco



# St. Paul may put limits on lawn parking near Fair

By Jean Hopfensperger  
Staff Writer

For nearly 50 years, George and Mildred Murawski have allowed State Fair visitors to park in their yard, charging up to \$10 a day on weekends.

The couple initially needed money to put their children through parochial school. But they enjoyed their new business so much that they continued long after the kids left.

Like others in the neighborhood who offer lawn parking, the Murawskis, who live across from the fairgrounds on Snelling Av., say they provide a valuable service. They not only offer fairgoers a safe place to park, but often end up lending their tele-

phones, bathrooms and mechanical skills to visitors in need.

The retired couple opposes a St. Paul Planning Commission proposal that would limit the practice of lawn parking. They and other neighbors plan to attend a public hearing today to voice concerns about a proposal that they believe would create chaos.

"If the neighbors don't let people park, people just keep driving around and around and around," said Murawski, a retired car salesman. "I see what we're doing as eliminating pollution."

The Planning Commission proposal would prohibit front-lawn parking

State Fair continued on page 10A

*Star Tribune*  
4/4/89

## State Fair Continued from page 1A

but allow side- and back-yard parking if cars have access from alleys or driveways. Neighbors say that would eliminate at least half of the current spaces, which average 2,100 during the week, 4,200 on weekends.

St. Paul city planner Marv Bunnell said the restrictions are needed to protect new curbs on Snelling and because of safety concerns. The city has received a growing number of complaints about "dangerous car activity" on sidewalks and lawns, he said, and about aggressive parking operators who stand in the street and direct traffic into their yards.

Meanwhile, some complain that having parking lots under their bedroom windows causes noise and litter, with activity often continuing after midnight.

"It's a volatile issue," said Kay Woitas of the Como district neighborhood council. "Parking (in yards) at the State Fair is a tradition, and you just don't eliminate a tradition."

Last month, the district council recommended that the existing city or-

dinance that bans yard parking — which has not been enforced — be strengthened and enforced. But Woitas admits that the district's decision was made at a meeting with low attendance, and may not reflect the opinion of most residents.

The St. Anthony Park district council, whose district is just west of the fairgrounds, voted this week to support the Planning Commission's recommendation. But the council asked that property owners who offer side or rear parking be required to obtain and post temporary licenses.

Falcon Heights officials say they don't fear a spillover of parking because their streets are already packed. However, Mayor Tom Baldwin said he would welcome a St. Paul ban on front-yard parking, which also is prohibited in his city.

"People don't realize where St. Paul ends and Falcon Heights begins," Baldwin said. "During the fair, people here don't dare go out and sit in their front yards for fear of people jumping the curb and wanting to park."

According to a St. Paul Planning Department study, there is a shortage of 20,700 off-street parking spaces on weekends and about 10,600 during the week. The typical yard parking operator grosses between \$1,500 and \$1,900 if he or she operates during the entire fair, the study said.

Many of the parking lot operators said they got into the business because they had to put up with congestion from the fair anyway. The fair now draws a daily attendance of more than 100,000 people.

"It's better than being frustrated," said Marney McGuire, who started selling parking spaces seven years ago. "I thought I may as well join them."

Murawski said he's ended up being a baby sitter, taxi driver and an enforcer of law and order during his decades of work.

The public hearing was set for 9 a.m. today in the 15th-floor auditorium of the St. Paul City Hall Annex, 25 W. 4th St.

CITY OF FALCON HEIGHTS

AGENDA

APRIL 26, 1989

A. CALL TO ORDER 7:00 P.M.

B. ROLL CALL: CIERNIA \_\_\_\_\_ P. CHENOWETH \_\_\_\_\_ WALLIN \_\_\_\_\_ BUSH \_\_\_\_\_  
BALDWIN \_\_\_\_\_ WIESSNER \_\_\_\_\_ S. CHENOWETH \_\_\_\_\_  
ATTORNEY \_\_\_\_\_ ENGINEER \_\_\_\_\_

C. APPROVAL OF MINUTES OF APRIL 12, 1989

ACTION: \_\_\_\_\_

D. PUBLIC HEARINGS: NONE

E. CONSENT AGENDA:

- 1. Disbursements
  - a. General Disbursements through 4/26/89, \$72,208.00
  - b. Payroll, 4/1/89-4/15/89, \$9,654.23
- 2. Falcon Heights Birthday Celebration
- 3. Fire/Ambulance Runs
- 4. Solid Waste Commission Minutes of April 6, 1989
- 5. Spring Street Sweeping Contract
- 6. Licenses

ACTION: \_\_\_\_\_

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

SE 1. Hamline Avenue Feasibility Report

ACTION: \_\_\_\_\_

CC 2. 1989 Animal Control Service Contract and Animal Pound Contract

ACTION: \_\_\_\_\_

SE 3. Proposed Agreement with Supercycle for Curbside Recycling Pickup

ACTION: \_\_\_\_\_

VW4. Permanent No Parking Signs during Minnesota State Fair

ACTION: \_\_\_\_\_

CC → check into other cities w/ Temp.

\*RT  
PWA!  
Move to  
Policy for  
Discussion  
VW

TK ← (5) Changes in City's Deductibles on Liability & Auto Insurance

ACTION: \_\_\_\_\_

.. 6. Long Term Disability

ACTION: \_\_\_\_\_

.. 7. Budget Transfer

ACTION: \_\_\_\_\_

JW (8) Schedule City Business Breakfast Meeting for May 17, 7:30 A.M.  
SC - roads, juice

ACTION: \_\_\_\_\_

JSC Check Minutes  
Call in change?  
9. League of Women Voters Findings

ACTION: \_\_\_\_\_

KSC who - C. Himmels? 16 10. Proposed Resolution Relating to One foot strip at end of Lindig St.

ACTION: \_\_\_\_\_

11. Change Wednesday May 10 Council Meeting date to May 3rd.

ACTION: May 9

G. ANNOUNCEMENTS AND UPDATES:

H. ADJOURNMENT:

ACTION: \_\_\_\_\_

MINUTES  
REGULAR CITY COUNCIL MEETING  
APRIL 12, 1989

Baldwin called the meeting to order at 7:07 P.M.

PRESENT

Ciernia, Wallin, Bush and Baldwin. Also present were Wiessner, S. Chenoweth, Gedde and Maurer.

ABSENT

P. Chenoweth (arrived later).

ADDENDUM TO CONSENT AGENDA

Council approved the addition of Item E-7, Cancellation of Check #22120, to the Consent Agenda.

MINUTES OF MARCH 8, 1989 APPROVED

Council approved the March 8, 1989 Minutes as presented.

CONSENT AGENDA APPROVED

The following Consent Agenda was approved:

1. Disbursements
  - a. General Disbursements, 3/22/89-4/12/89, \$81,214.41
  - b. Payroll, 3/16/89-3/31/89, \$9,034.47
2. Commission Appointments
  - a. Appointment of Jyneen Thatcher to Park and Recreation Commission, Three Year Term to Expire 12/31/91
  - b. Reappointment of Lizbeth Boger and Marie Furton to Human Rights Commission, Three Year Terms to Expire 12/31/91
3. Hiring of "Spring Clean Up" Supervisors, Jenni Olson and George Picka
4. Resolution R-89-9 Authorizing Execution of "Celebrate Minnesota 1990" Grant Agreement
5. Planning Commission Minutes of April 3, 1989
6. Licenses
7. Cancellation of Check #22120 in the amount of \$90.00, Issued to Telemark Lodge & Conference Center on March 30, 1989. Issued in Error.

REMOVAL OF "NO PARKING" SIGNS AT NORTH END OF ST. MARY'S ST.  
APPROVED

Baldwin explained that the "No Parking" signs were installed to protect the neighborhood from overflow parking from Ciatti's Restaurant and that it was a temporary solution. He then presented requests from Walter and Barbara McCoy, 1756 St. Mary's, and Avelyn Hooker, 1756 St. Mary's, that Council consider removing the signs to allow residents to park on the street. Wiessner explained that Ciatti's have negotiated with the owners of Falcon Center for 25 employee parking spaces and are now negotiating for approximately 15 customer parking spaces in the south shopping center lot adjacent to Ciatti's. She felt

that these parking spaces plus the 15 leased from Bucks might relieve the need for excessive on-street parking. Council discussed the possibility of removing some of the northernmost signs and whether or not it would again create a significant parking problem for the neighborhood.

P. CHENOWETH ARRIVES

Chenoweth arrived at 7:16 P.M.

DAVE BISHOP, 1765 St. Mary's, expressed concern that the street would still be used by restaurant patrons, and made the following suggestions: 1) that the signs not be removed until an agreement for additional parking in the south lot is finalized, and 2) that the parking be monitored during rush hours to determine whether or not there are any open parking spaces. He felt their patrons would still use the street for parking and by removing the northernmost signs, the parking would be in front of his residence.

STEVE KECK, 1776 St Mary's, stated that removal of the signs troubled him as the individuals who have requested removal do not live at that end of the street. He felt that he would experience residents parking in front of his residence and recommended removal of another sign to the south to spread out the parking for less of a bunching effect. He did not feel that Ciatti's customers would park that far north.

WALT MCCOY, 1746 St. Mary's, agreed with Keck, felt it was a long block, and would be a long walk for Ciatti's customers. He suggested removal of the signs from 1746 St. Mary's to the north end of the street.

BARB MCCOY, 1746 St. Mary's, read a letter from Avelyn Hooker, 1756 St. Mary's, requesting removal of the signs.

CINDY LASZEWSKI, 1713 St. Mary's, asked if the signs are removed and problems are created, if the signs would be reinstalled. Baldwin replied that Council would usually await some impetus from the residents. Laszewski stressed that many of the neighbors are opposed to removal of the signs.

NORBERT HERMES, 1755 St. Mary's, commented on trucks parking in the alley at Ciatti's.

Following a brief discussion, Ciernia moved that the two northernmost signs on both sides of St. Mary's St. be removed, with placement of "No Parking Begins Here" at the third sign from the north, such changes to be made only after the additional parking in the south lot is in place, and that the parking be continually monitored. Motion carried unanimously.

MEETING RECESSED AT 7:54 FOR INFORMATIONAL MEETING ON THE PROPOSED HAMLINE (LARPENTEUR TO COUNTY RD. B-2) IMPROVEMENTS



COUNCIL MEETING RECONVENED AT 9:22 P.M.

CITY ASSESSMENT POLICY DISCUSSION

Council reviewed the proposed assessment policy and directed Maurer to make several changes for consideration at a future meeting. Staff was directed to research past assessments to determine the average assessment over the last ten years, and the ratio of cost to assessment.

APPROVAL OF AMENDMENT TO MUNICIPAL CODE RELATING TO SUBDIVISION PROCEDURES

Council briefly discussed the proposed amendment as recommended by City Planner, Tim Malloy, and by the Planning Commission following their public hearing on April 3, 1989. Wallin then moved adoption of Ordinance No. O-89-6 which carried unanimously.

ORDINANCE O-89-6

AN ORDINANCE AMENDING SECTION 9-17.02 OF THE  
MUNICIPAL CODE RELATING TO SUBDIVISION PROCEDURES

APPROVAL OF AMENDMENT TO SECTION 4 OF THE CODE RELATING TO SEWER SYSTEMS AND GAS AND ELECTRIC SERVICE.

This amendment was recommended to update portions of Section 4 which were adopted in the late 1950s and early 1960s and have become obsolete, plus other changes over the years. Following a short discussion, Ciernia moved adoption of Ordinance O-89-7 which carried unanimously.

ORDINANCE O-89-7

AN ORDINANCE AMENDING SECTION 4 OF THE MUNICIPAL  
CODE RELATING TO SEWER SYSTEMS AND GAS AND ELECTRIC  
SERVICE

FUNDING AUTHORIZED FOR CITY'S 40TH BIRTHDAY CELEBRATION

Bush reviewed plans for the celebration and requested Council authorize an expenditure of up to \$1,900 to fund the activities. After a brief discussion, Bush moved that the expenditure be authorized, such funds to be taken from the Contingency Account. Motion carried unanimously.

ADJOURNMENT

The meeting was adjourned at 10:25 P.M.

\_\_\_\_\_  
Tom Baldwin, Mayor

ATTEST:

\_\_\_\_\_  
Shirley Chenoweth, City Clerk

Consent   X  

Agenda Item:   E-1  

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date:   4/26/89  

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

DISBURSEMENTS

**SUBMITTED BY:**

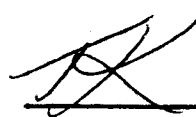
Tom Kelly

**REVIEWED BY:**

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

- (a) General Disbursements through 4/26/89, \$72,208.00
- (b) Payroll, 4/1/89 - 4/15/89, \$9,654.23

**ACTION REQUESTED:**



GENERAL DISBURSEMENTS

CHECK NO.	ISSUED TO	REASON	AMOUNT
22148	Dick Larson	Bldg. Inspector March fees and Plan check fees	\$472.15
22149	Bill Walsh	Plumbing " 1st Quarter fees	135.00
22150	Gene Pakoy	1st Qtr. Mechanical Inspector fees	458.25
22151	State Treasurer	1st Qtr. surcharge (Bldg. Permits)	72.44
22152	American Nat'l Bank & Trust	Bond fees	493.75
22153	AT&T	Phone - Lease	127.73
22154	AT&T	Phone charge & maintenance	48.28
22155	Brighton Veterinary	March fees	25.00
22156	Browning-Ferris	April service	24.05
22157	Champion Auto Store	Repair of equipment	69.05
22158	Collins Electric	Repair of P.A. system	315.00
22159	Custom Property	Janitorial service, April & paper towels	237.75
22160	Certified Laboratories	Supplies	116.56
22161	Copy Duplicating Products	Ribbons	73.00
22162	Fuller's Radio Sales	Maintenance and repair	63.00
22163	Marilyn Gates	Non-resident reimbursement	24.00
22164	Karen Gauthier	Non-resident reimbursement	12.00
22165	Gov't Training Service	Insurance conference	45.00
22166	Hoover Company	Vacuum	101.69
22167	Harvest States	Fuel	15.68
22168	HarMar Lock & Key	Lock for kitchen cabinets (Falconeers)	79.79
22169	Terry Iverson	Mileage	40.46
22170	Konica	Replacement of copier parts & supplies	153.12
22171	Gov't Training Service	MCMA Conference (J. Wiessner)	135.00
22172	Muska Electric	Replace outside wallpack	114.34
22173	MN Suburban Publication	Publication notice	12.60
22174	Maier Stewart & Assoc.	Prof. services for March, '89	113.41
22175	Midwest Business Products	Supplies	73.26
22176	N.E. Metro School District	Tuition for Greg Peterson	118.00
22177	NSP	March service	483.39
22178	City of Orono	'89 Women in City Gov't	15.00
22179	St. Paul Ramsey Medical Center	Joe Martinez	50.46
22180	Ramsey Clinic	Joe Martinez	66.00

CHECK NO	ISSUED TO	REASON	AMOUNT
22181	Board of Water Commissioners	Utilities	33.95
22182	Suburban Hardware	Misc. supplies, paint, hardware	47.70
22183	Target	Eggs for Easter (Rec. Dept.)	69.48
22184	T. A. Schefsky & Sons	Winter Mix 1.66 ton MC	41.50
22185	Team Laboratory	Chemicals	848.77
22186	Wahl & Wahl	Maintenance Agreement	198.00
22187	Gerald Wallin	Non-resident reimbursement	12.00
22188	United Laboratories	Tar Remover	221.21
22189	U.S. West	Phone	209.28
22190	Jean Suppes	Supplies and salary	46.24
22191	MCFOA	Spring conference	18.00
22192	U.S. Postmaster	Stamps-Park Survey	625.00
22193	Roseville/FH Chamber of Commerce	April meeting	8.00
22194	AT&T	April Base payment	22.43
22195	AT&T	Long distance	7.14
22196	Ramsey County	April Law Enforcement fees	19,650.00
22197	North Central Business Forms	Supplies-Utility Bills	386.16
22198	Metropolitan Waste Control	May Service	40,628.45
22199	MAMA	April 13 Mtg.	10.00
22200	Dahlgren, Shardlow & Uban	Bullseye parking (Professional Services)	1,307.11
22201	Minnesota Mutual	Insurance	2,309.77
22202	Supercycle Inc.	March services	1,123.60
		TOTAL:	\$72,208.00

Employee Number	Employee Name	Pay Period	Pay Group	Pay Description	Check Amount	Check Date	Status
017375		0			0.00	14-Apr-89	VOID
017376		0			0.00	14-Apr-89	VOID
017377	000000002 Wiessner, Janet R.	7	01	semi-monthly	1,155.95	14-Apr-89	Outstanding
017378	000000004 Kriegler, Carol J.	7	01	semi-monthly	505.94	14-Apr-89	Outstanding
017379	000000011 Chenoweth, Shirley G.	7	01	semi-monthly	752.77	14-Apr-89	Outstanding
017380	000000020 Iverson, Terry D.	7	01	semi-monthly	812.00	14-Apr-89	Outstanding
017381	000000027 Morgan, Jay M.	7	01	semi-monthly	693.92	14-Apr-89	Outstanding
017382	000000035 Zimmerman, Katherine	7	01	semi-monthly	395.08	14-Apr-89	Outstanding
017383	000000038 Wright, Vincent D.	7	01	semi-monthly	801.96	14-Apr-89	Outstanding
017384	000000050 Kubes, Jon E.	7	01	semi-monthly	44.35	14-Apr-89	Outstanding
017385	000000063 Phillips, Patricia A.	7	01	semi-monthly	617.30	14-Apr-89	Outstanding
017386	000000065 Kelly, Thomas R.	7	01	semi-monthly	774.47	14-Apr-89	Outstanding
017387	000000067 Lovdahl, Erik R.	7	01	semi-monthly	79.68	14-Apr-89	Outstanding
017388	000000071 Bosshardt, Brian	7	01	semi-monthly	65.54	14-Apr-89	Outstanding
017389	000000072 Carlson, Carol	7	01	semi-monthly	194.63	14-Apr-89	Outstanding
017390	000000074 Eckberg, Kirsten J.	7	01	semi-monthly	351.62	14-Apr-89	Outstanding
017391	000000003 Baumann, Nicholas B.	4	02	monthly 1	223.21	14-Apr-89	Outstanding
017392	000000005 Berndt, Ross	4	02	monthly 1	91.63	14-Apr-89	Outstanding
017393	000000006 Bianchi, David P.	4	02	monthly 1	38.13	14-Apr-89	Outstanding
017394	000000007 Bianchi, Joseph D.	4	02	monthly 1	46.25	14-Apr-89	Outstanding
017395	000000008 Brown, Raymond F.	4	02	monthly 1	244.51	14-Apr-89	Outstanding
017396	000000013 Clarkin, Michael D.	4	02	monthly 1	109.88	14-Apr-89	Outstanding
017397	000000014 Dow, Michael J.	4	02	monthly 1	80.01	14-Apr-89	Outstanding
017398	000000015 Dowdell, Ralph L.	4	02	monthly 1	19.38	14-Apr-89	Outstanding
017399	000000016 Fuller, James D.	4	02	monthly 1	65.00	14-Apr-89	Outstanding
017400	000000018 Holmgren, John M. Sr.	4	02	monthly 1	99.38	14-Apr-89	Outstanding
017401	000000021 Kurhajetz, Clement M.	4	02	monthly 1	64.38	14-Apr-89	Outstanding
017402	000000022 LeMay, Dennis G.	4	02	monthly 1	97.63	14-Apr-89	Outstanding
017403	000000023 LeMay, Douglas	4	02	monthly 1	14.00	14-Apr-89	Outstanding
017404	000000024 Lirdig, Leo	4	02	monthly 1	88.74	14-Apr-89	Outstanding
017405	000000025 McDermond, Cindy K.	4	02	monthly 1	42.50	14-Apr-89	Outstanding
017406	000000026 McNabb, Gerald	4	02	monthly 1	30.00	14-Apr-89	Outstanding
017407	000000029 Olson, Joseph E.	4	02	monthly 1	75.63	14-Apr-89	Outstanding
017408	000000032 Schaefer, Richard A.	4	02	monthly 1	12.50	14-Apr-89	Outstanding
017409	000000033 Schauffert, Craig F.	4	02	monthly 1	51.25	14-Apr-89	Outstanding
017410	000000034 Swida, Gail	4	02	monthly 1	109.13	14-Apr-89	Outstanding
017411	000000039 Morgan, Jay	4	02	monthly 1	52.25	14-Apr-89	Outstanding
017412	000000040 Kayser, Douglas	4	02	monthly 1	62.50	14-Apr-89	Outstanding
017413	000000042 Stolz, Steven P.	4	02	monthly 1	32.50	14-Apr-89	Outstanding
017414	000000045 Gilbert, Jerome J.	4	02	monthly 1	93.61	14-Apr-89	Outstanding
017415	000000046 Holmgren, John H. Jr.	4	02	monthly 1	215.25	14-Apr-89	Outstanding
017416	000000047 McNabb, Kevin	4	02	monthly 1	56.63	14-Apr-89	Outstanding
017417	000000049 Anderson, Kevin L.	4	02	monthly 1	199.63	14-Apr-89	Outstanding
017418	000000064 PETERSON, GREGORY S.	4	02	monthly 1	87.26	14-Apr-89	Outstanding
017419	000000069 Martinez, Joseph L.	4	02	monthly 1	6.25	14-Apr-89	Outstanding

Total

9,654.23

Consent \_\_\_\_\_

Agenda Item: E-2

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Falcon Heights City Birthday Celebration Update

**SUBMITTED BY:**

Pat Bush, Chair

**REVIEWED BY:**

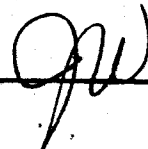
**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

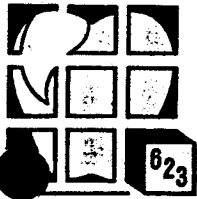
Attached is a memo from Alan Stedman which describes the race and parade routes. Pat will distribute a schedule of events at the Council meeting.

The Ramsey County Sheriff's Lakes and Trails Reserve Unit will be providing traffic control services for the race and the parade. Attached is a memo to Ken Weltzin requesting permission to use the county roads for these events. Ramsey County is usually flexible about events such as this with the understanding that the City be responsible for traffic control.

**ACTION REQUESTED:**

- (1) Approve Race Route
- (2) Approve Parade Route

  
\_\_\_\_\_



# Roseville Area Schools · District 623

Serving the Communities of Arden Hills, Falcon Heights, Lauderdale, Little Canada, Maplewood, Roseville, and Shoreview

Falcon Heights Elementary School · 1393 West Garden Avenue · Falcon Heights, MN 55113

Telephone: 612/633-8150

4/19/89

MEMO TO: Jan Weissner

FROM: Alan Stedman *AS*

SUBJECT: 40th Anniversary Fun Run/Parade Route Information

The following is recommended for the 40th Anniversary Parade and Fun Runs:

### Overlapping Routes

The Parade should begin at the Falcon Heights School parking lot, then:

- south on Albert Avenue to Larpenteur Avenue
- west on Larpenteur to Arona Avenue
- north on Arona to Garden Avenue
- east on Garden returning to school

The 1K Fun Run should begin at Falcon Heights School parking lot, then:

- south on Albert Avenue to Larpenteur Avenue
- turn around on Larpenteur Avenue and travel north on Albert back to school

The 5K Fun Run should begin at Falcon Heights School parking lot, then:

- south on Albert Avenue to Larpenteur Avenue
- west on Larpenteur to Arona Avenue
- north on Arona to Crawford Street
- west on Crawford to Asbury Avenue
- north on Asbury to Ruggles Street
- east on Ruggles to Pascal Avenue
- south on Pascal to Garden Avenue
- east on Garden to school parking lot

**Notification of Residents**

Residents along the Parade/Fun Run routes will be made aware of the events via the city council meeting broadcasts on cable, flyers sent out through the schools (Falcon Heights & St. Rose of Lima) and door hangers delivered to all Falcon Heights residents.

If need be, a notice could be delivered to the homes along the routes by 40th Anniversary Committee members.

**Traffic Control**

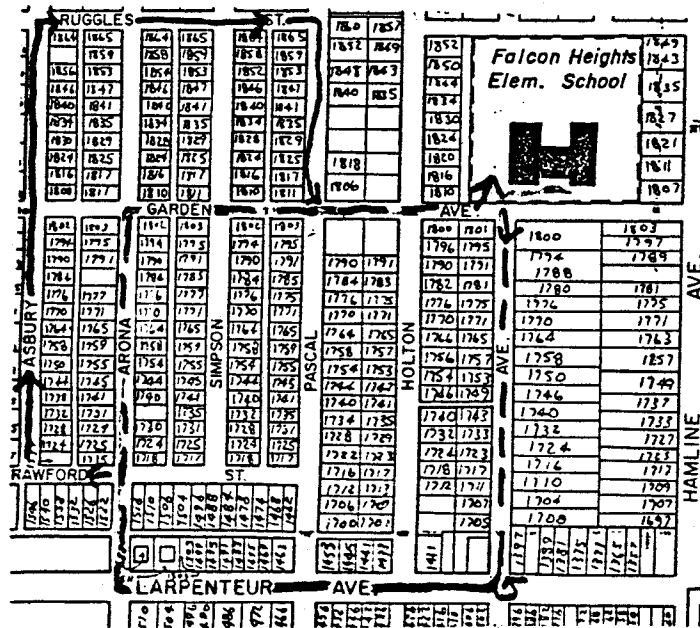
Ramsey County has offered the services of 20 reserve officers to help with traffic control.

**Permission To Use Larpenteur Avenue**

The City of Falcon Heights will send a letter to the county requesting use of Larpenteur Avenue from approximately 8:00 a.m.-11:00 a.m. Saturday, May 20th. The portion of Larpenteur to be blocked off will stretch from Hamline Avenue to Arona Avenue. The suggested alternate route for traffic during the events is California Avenue.

**Schedule of Events**

- 8:00 a.m. - Set up
- 9:00 a.m. - 1K and 5K Fun Runs consecutively
- 10:00 a.m. - Community Parade







CITY OF  
**FALCON HEIGHTS**

---

2077 W. LARPENTEUR AVENUE    FALCON HEIGHTS, MN 55113-5594    PHONE 612-644-5050

---

April 21, 1989

Mr. Ken Weltzin  
Ramsey County Public Works  
350 St. Peter Street  
Suite 270  
St. Paul, MN 55102

Dear Ken:

As I mentioned on the telephone, the City of Falcon Heights is celebrating its 40th year as a city this year. As part of the celebration, a parade and a "Fun Run" have been scheduled for Saturday, May 20. It is very difficult to route these events in the city without using county roads.

We would like the county's permission to use Larpenteur Avenue between Albert and Arona during the morning of May 20. Attached is a memo from the race/parade coordinator, Alan Stedman, which details the events. The Lakes and Trails Reserve Unit of the Ramsey County Sheriff's Department has agreed to provide traffic control for the event.

Please give me a call if you have any questions or concerns.

Thanks, Ken.

Sincerely,

Janet Wiessner  
City Administrator

JW:pp  
attachment

Consent   X  

Agenda Item:   E-3  

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date:   4/26/89  

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Fire/Ambulance Runs

**SUBMITTED BY:**

Shirley Chenoweth

**REVIEWED BY:**

Leo Lindig

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

**FALCON HEIGHTS FIRE DEPARTMENT CALLS**

	<u>March '89</u>	<u>Feb. '89</u>	<u>Jan. '89</u>
Fire Calls	<u>1</u>	<u>1</u>	<u>7</u>
Rescue Calls	<u>4</u>	<u>9</u>	<u>4</u>
False Alarms	<u>0</u>	<u>1</u>	<u>2</u>
TOTAL	<u>5</u>	<u>11</u>	<u>13</u>

**LAUDERDALE**

	<u>March '89</u>	<u>Feb. '89</u>	<u>Jan. '89</u>
Fire Calls	<u>2</u>	<u>1</u>	<u>3</u>
Rescue Calls	<u>1</u>	<u>4</u>	<u>10</u>
False Alarms	<u>3</u>	<u>1</u>	<u>0</u>
TOTAL	<u>6</u>	<u>6</u>	<u>13</u>

**ACTION REQUESTED:**

*SLC*

Consent   X  

Agenda Item: E-4

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Solid Waste Commission Minutes of April 6, 1989

**SUBMITTED BY:**

Solid Waste Commission

**REVIEWED BY:**

Shirley Chenoweth

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

Minutes Attached

**ACTION REQUESTED:**

Approval

SAC

**MINUTES**  
**Solid Waste Commission Meeting**  
**April 6, 1989**

**Commission Members Present:** John Thompson, John Husted, Nancy Mistra, Laura Kuettel, Mike Haglund, Lyle Wray and Shirley Chenoweth.

**Commission Members Not Present:** John Brynildson, Terry Iverson, Leo Klisch, Diana Klisch and Benno Salewski.

Approval of March 2 Minutes not possible. The minutes were not available.

Introductions of new and old members.

The April 6, 1989 agenda had three changes made as follows: IX. Recycling Contract; X. Video; XI. Council Strategic Planning.

John Thompson is waiting to hear from the Lyon's Club on possible funding for bins for Falcon Heights. Shirley Chenowith informed the meeting that Ramsey County has suspended funding for bins.

Final plans were made for the Recycling Coordinators party. The party is scheduled for April 19, 7:00 - 8:30. The invitations have been sent out. Phil Chenoweth will be the photographer; John Thompson will check with Hewlett Packard for overflow parking. He will also send a letter to Mary Jo McGuire and John Marty to join the party. Mike Haglund will be there at 6:00 to set up and have nametags; Shirley Chenoweth--refreshments; The commission members will stay behind for cleanup. John Thompson will present the greeting, Mayor Baldwin will speak and Jan Wiessner will present the pins. "Amazing Robbie" will provide entertainment. Fifty are expected.

The date for Household Hazardous Material Containment Day is scheduled for Saturday, May 20, 9:00 to 3:00. The location is the Roseville Public Works Building located at Lexington and Woodhill. The cost to Falcon Heights is \$300.00.

The subject of whether or not a Falcon Heights Solid Waste Newsletter--Spring 1989 should be produced was discussed. The positive response received from the first newsletter coupled with the numerous issues facing Falcon Heights were two reasons discussed for continuing a newsletter. The commission members motioned to send out a quarterly newsletter.

The budgeted amount for the newsletter is \$2,000. Approximately \$500 was spent on the first one. The initial layout was considered a one-time expenditure. Delivery costs were \$100.00. Last year's budget provided \$200.00. The newsletter may be reduced to two pages. Shirley Chenowith has recycling cartoons. She will contact the Boy Scouts to organize the delivery. Nancy Misra will submit articles. John Husted will submit a legislative article. John Thompson will contact Leo and Diana Klisch to edit the newsletter. He will contact Benno Salewski for information regarding multi-units and contact Terry Iverson for household waste information. John will also check to see which commercial companies recycle. Articles are to be dropped off with Shirley by April 21. Delivery is scheduled for May 12.

**MINUTES**  
**Solid Waste Commission**  
**April 6, 1989**  
**page two**

It was decided that the May 4 commission meeting will primarily deal with items VII. through XI. on the April 6 agenda: bins (the cost), yard waste, multi-units and their participation, organized collection, city licensing of haulers, recycling contact, the Council Strategic Planning meeting. The secretary should be present at this meeting to take the information which will go to a committee. The result of that committee should produce a proposal that would go before the Council. Shirley informed the commission that the Falcon Heights budget would be due earlier this year. They will begin work on it next month.

The video of the March 15, 1989 Ramsey County League of Local Governments meeting is available through Shirley Chenowith. The topic discussed in the video is "Rubbish, Rates and Recycling". It was suggested that the video be shown over the cable station.

In the May 4 meeting the party and newsletter will be discussed. The main portion of the meeting will be to discuss the pressing issues of organized collection, bins, etc.

Meeting adjourned.

Consent   X  

Agenda Item:   E-5  

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date:   4/26/89  

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Spring Street Sweeping Contract

**SUBMITTED BY:**

Vince Wright

**REVIEWED BY:**

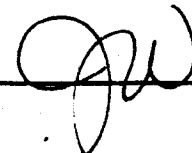
Jan Wiessner

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

The City typically has the streets swept once in the Spring and again in the Fall. This contract is for the Spring sweeping contract.

**ACTION REQUESTED:**

Approve contract with Total Asphalt to provide street sweeping services in the City at a cost not to exceed \$4,650.00.



April 20, 1989

TO: Jan Wiessner

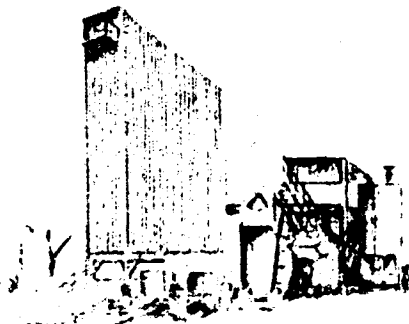
FROM: Vince Wright

RE: Street Sweeping Bids for 1989

I received two bids -- one from Clean Sweep, one from Total Asphalt. The one from Total Asphalt is, I believe, a much better bid. We get two 2 Elgin sweepers, 1 Tandum dump truck, 1 street flusher and 1 hand laborer. Both these bids were figured out on a 50 hour not-to-exceed figure. The figure is \$4,650 for the equipment that we are getting and also due to the fact that we have had lots of complaints in the past about dust and dirt flying around, this flusher will really come in handy and I believe will also cut down a little bit on our sweeping time and certainly should cut down on our complaints. Therefore, I am recommending that we take the bid from Total Asphalt Construction Co.

**TOTAL ASPHALT CONSTRUCTION CO.**

**475 W. MINNEHAHA AVE.  
ST. PAUL, MINN. 55103  
PHONE - 488-2585**



City of Falcon Heights  
2077 West Larpenture Ave.  
Falcon Heights Mn 55113  
ATTN: Vince Wright.

April 10, 1989

Dear Vince.

We wish to place a quote to sweep the streets for the city of Falcon Heights. Our quote is as follows.

We will provide the following equipment.

- 2 Elgin sweepers
- 1 Tandum dump truck
- 1 Street flusher
- 1 handlabor for manholes

We Estimate it will take about 50 to 55 hrs to complete the project at a cost not to exceed \$ 4.650.00

Thank you for the oportunity to quote this project,

Sincerely,

Ed Kieger Jr.

Joe Rosse,





CLEAN SWEEP, INC.  
13480 PIONEER TRAIL  
EDEN PRAIRIE, MN 55347  
PHONE: 941-1440



MEMBER

ESTIMATE TO:

FALCON HEIGHTS, CITY OF  
2077 WEST LARPEUR  
FALCON HEIGHTS, MN 55113

APR 6 1989

OFFER: This "Estimate" is based on the "Terms and Conditions" printed on the reverse side, the estimate of hours for equipment, labor and materials shown below and attachments (if any). This "Estimate" is void 30 days from the estimate date shown below unless the original has been signed by an authorized officer or owner and returned to Clean Sweep, Inc.

*John Saw*  
Clean Sweep, Inc., Authorized Signature

ACCOUNT	SLS	PURCHASE ORDER NUMBER	CUSTOMER CONTACT	PHONE NUMBER	WORK CLASSIFICATION	ESTIMATE DATE	JOB NUMBER
06708	03		VINCE WRIGHT	644-5050	SWEEPING	04/05/89	101

QUANTITY	ITEM NO	ITEM DESCRIPTION	UNIT PRICE	EXT AMOUNT
1.00		06708-101		
1.00		CITY OF FALCON HEIGHTS		
		STREETS & ROADWAYS		
		FALCON HEIGHTS, MN 55113		
		VINCE WRIGHT 644-5050		
		** ESTIMATE INITIAL SWEEP **		
		** ESTIMATE STREETS & ROADWAYS SWEEP		
		** ESTIMATE HOURLY RATE BASIS **		
		ELGIN POWER SWEEPER - PER HOUR	53.25	53.25
		DUMP TRUCK - PER HOUR	39.00	39.00
		SWEEPING TIME NOT TO EXCEED 50 HRS &		
		TOTAL COST NOT TO EXCEED \$4,613.00		
		PROVIDED CITY HAS SAME DUMP SITE AS		
		FALL 1988 (OR CLOSER). CITY TO PRO-		
		VIDE WATER		

\$5073.75

ESTIMATE

Be sure to read "Terms & Conditions of This Estimate" on reverse side.

ACCEPTANCE: This "Estimate", the terms and conditions printed on the reverse side, the estimate of hours for equipment, labor and materials shown above and attachments (if any) are satisfactory. (I) (We) hereby authorize the performance of this work as indicated above.

PARKING AREA MAINTENANCE

- SWEEPING
- SNOW PLOWING
- SCRUBBING
- SALT/SAND
- LAWN CARE
- SAND BARRELS
- LANDSCAPING
- PATCHING
- RETAINING WALLS
- STRIPING

SUB-TOTAL	
MISC.	
DISCOUNT	
TAX	
<b>EST. TOTAL</b>	

SIGNED/TITLE \_\_\_\_\_ DATE \_\_\_\_\_  
*Since 1959*

ORIGINAL ESTIMATE



13480 PIONEER TRAIL, EDEN PRAIRIE, MINN. 55344, PHONE: 941-1440

\*\* IMPORTANT INFORMATION \*\*

PLEASE READ

To Our Valued Customers,

Enclosed are your estimates for sweeping. They are based on the surface area to be swept with normal conditions prevailing. An exceptionally dirty area may generate additional costs above our estimate.

Please tell us what work you would like completed on the estimate(s). Upon returning the signed copy, your work will be scheduled. Our prompt attention will be given to your needs. Should you have any special needs, please indicate by writing your instructions on the estimates before returning.

Should you have an appropriate area on-site for dumping the debris collected we will pass the savings on to you.

To assist you in understanding our estimates, here is a brief explanation of the sweeping classifications.

SEASONAL CONTRACT: Provides regularly established scheduled sweeping. Provides a neat clean environment continuously - special rates.

INITIAL CLEAN-UP: First sweep of the season. Generally takes longer due to accumulation of debris.

MID-SEASON SWEEP: (Initial clean-up must be completed first.) Generally takes place in the summer to clean up debris and litter that has accumulated since initial clean-up.

FALL SWEEP: Takes place after leaves have fallen but, before snowfall. Will clean-up debris which has collected since last sweeping. This sweep will help keep drains from clogging and debris off lawn areas during snowplowing.

DAILY, WEEKLY, AND MONTHLY SWEEPS: This sweeping generally takes place to remove litter such as pop cans, paper, cigarette butts and other miscellaneous litter. Litter sweeping is generally completed with a large truck-mounted vacuum sweeper, cleaning large areas quickly.

To provide timely and convenient service for valued customers, our crews work 24 hours a day, seven days a week. Clean Sweep, Inc. has been providing quality service for over 29 years, for the entire Metro Area. We sincerely look forward to serving you.

Sincerely,

*David R. Thompson*

DAVID THOMPSON  
SALES MANAGER

SWEEPING \* STRIPING \* PATCHING \* SNOWPLOWING \* LAWN MAINTENANCE

Consent  X

Agenda Item:  E-6

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date:  4/28/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Licenses

**SUBMITTED BY:**

Katherine J. Zimmerman

**REVIEWED BY:**

Shirley Chenoweth

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

All are new except Corporate Licenses for Dr. Eric Weisman and Ceramic Tile International.

**ACTION REQUESTED:**

Approval

*Kj / SQC*  
\_\_\_\_\_

CONSENT AGENDA

April 28, 1989

Licenses

Corporate

Auto, Personal & Sports Injury Clinic (Dr. Eric Weisman) #320  
Ceramic Tile International #323

Mechanical Contractor

\* Twin City Furnace Co., Inc. #327

Tree Trimming and Removal

\* Precision Landscape & Tree, Inc. #324

General Contractor

\* Gorton Construction #326  
\* Valley Window Service #325  
\* D.M. Hawkinson Home Improvement #322  
\* Seamless Gutters, Inc. #321

\* NEW

Consent \_\_\_\_\_

Agenda Item: F-1

Policy Y

CITY OF FALCON HEIGHTS

Meeting Date: 4/26/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Hamline Avenue Feasibility Report

SUBMITTED BY:

Terry Maurer, Maier Stewart and Associates

REVIEWED BY:

Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The next step in the Hamline Avenue reconstruction project is to accept the Feasibility Report. The council can accept the report as recommended or make changes.

See attached memo from T. Maurer.

*\*Tom B - read through <sup>petition questions</sup> TM's response to petition and Clem K's letter*

*\* See comments*

ACTION REQUESTED:

Accept Hamline Avenue Project Plan as recommended by T. Maurer.

*Schedule meeting - 5:30 May 9, Tues.*

\*

*May 9 mtg <sup>to agenda</sup> accept ~~res.~~ Study w/ exceptions*

*[Signature]*



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

April 20, 1989

File: 450-001-10

Ms. Jan Wiessner, Administrator  
City of Falcon Heights  
2077 W. Larpenteur Avenue  
Falcon Heights, MN 55113

RE: Hamline Avenue Feasibility Study

Dear Ms. Wiessner:

I understand the City Council will consider the Hamline Avenue feasibility study at their regular meeting on April 26, 1989. The action which needs to be considered is acceptance of the report. There is no standard format that the County requires this action to take. It can simply be an acceptance of the report listing any items the City would like changed, such as the boulevard width.

Yesterday I received a call from Ken Weltzin of Ramsey County. He informed me of a call he received from Mr. Ken Moser of 1883 Hamline Avenue. Mr. Moser was rather upset about the project, according to Mr. Weltzin. Apparently he was most upset about the 11 foot boulevard and the need for the pathway. Mr. Moser indicated to Mr. Weltzin he was going to try to organize his neighbors against the project. I pass this on only as information in case Mr. Moser appears at the City Council meeting.

If you have any questions, give me a call.

Sincerely,

MAIER STEWART & ASSOCIATES, INC.

*Terry J. Maurer*  
Terry J. Maurer, P.E.

TJM/jt

Consent \_\_\_\_\_

Agenda Item: E-2

Policy X

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

<b><u>ITEM DESCRIPTION:</u></b>	1989 Animal Control Service Contract and Animal Pound Contract
<b><u>SUBMITTED BY:</u></b>	Carol Carlson
<b><u>REVIEWED BY:</u></b>	Jan Wiessner, City Administrator
<b><u>EXPLANATION/SUMMARY (attach additional sheets as necessary):</u></b>  The City of New Brighton has terminated the animal control services effective immediately. Roseville Police Chief James Zelinsky has expressed interest in providing Falcon Heights with this service and it will be submitted to the Roseville City Council within the next week. In the event this would not be approved by the Roseville City Council, Arden Hills has indicated they would be interested.  The Brighton Veterinary Clinic has agreed to the Animal Pound Contract with no increase in fees.	
<b><u>ACTION REQUESTED:</u></b> Approval of Animal Control Service Contract with the City of Roseville or the City of Arden Hills; and approval of the Animal Pound Contract with the Brighton Veterinary Clinic.	
<u>Carol Carlson</u>	



CITY OF  
**FALCON HEIGHTS**

---

2077 W. LARPEUR AVENUE      FALCON HEIGHTS, MN 55113-5594      PHONE 612-644-5050

---

TO: Jan Wiessner  
FROM: Carol Carlson  
DATE: April 17, 1989  
SUBJECT: Animal Control Services/Animal Pound Contracts

The issue of animal control services was discussed with the Cities of Arden Hills, Roseville, New Brighton and St. Paul. Also contacted was a private vendor - Animal Control Management, Inc.

Currently, the city's contract with New Brighton has lapsed. The animal control contract provided for a fee of \$18.50/call with a two-hour minimum for after hours calls. The animal pound service fees were \$25/month administrative fee; boarding fee of \$4-\$5 per day and euthanasia fees of \$14-\$17. In 1988 the total costs for the animal control and pound services totaled \$685 which included the administrative fee, plus additional pound services and five calls for service.

The responses regarding services were as follows:

Gary Berger, Arden Hills City Administrator, stated that he discussed the contract service with the animal warden (community service officer) and he would recommend the City of Arden Hills provide the service at a cost of \$19-\$19.50/call with a two-hour minimum call out fee for after hours service. (The animal warden works the hours of 7:00 a.m. to 11:00 a.m.)

St. Paul's animal control services stated that the city would not be interested in providing this service to Falcon Heights.

The Police Chief of New Brighton recommended contracting with the City of Roseville as at the present time, New Brighton is in the process of revising their contract procedures and Roseville will provide the best service as they have more personnel in this area.

Chief Zelinsky of the City of Roseville stated that they are interested in the animal service contract and would recommend it to their council at the current rate of \$18.50/call with a two-hour minimum for after hours calls.

The Manager of the Animal Control Management Company has proposed both animal control and pound services contracts at a monthly fee of \$75 plus \$25 fee per call. Based on the 1988 calls this would have cost the city \$1,025 rather than the \$685 actually spent.



Page 2

I also contacted the Roseville Animal Hospital, the Brighton Veterinary Clinic and the Falcon Heights Animal Hospital regarding animal pound contracts.

The Brighton Veterinary Clinic has not increased fees and would like to renew the contract. The Roseville Animal Hospital has not returned three calls regarding the issue and the Falcon Heights Animal Hospital is not interested in providing the service at this time but may be in the future.

RECOMMENDATION: Send a copy of contract to Roseville for review and submission to Roseville City Council at the same time it is submitted to Falcon Heights Council. Also recommended is renewal of the contract with the Brighton Veterinary Clinic.

CC:pp

ANIMAL CONTROL SERVICE CONTRACT

THIS AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_, by and between the City of Roseville, a municipal corporation, hereinafter referred to as "Roseville", and the City of Falcon Heights, a municipal corporation, hereinafter referred to as "Falcon Heights".

WITNESSETH: That Roseville, in consideration of the covenants and agreements of Falcon Heights hereinafter contained hereby covenants with Falcon Heights that Roseville will provide animal control services to Falcon Heights pursuant to the following provisions:

1. That Roseville shall provide pick up services of dogs and cats in Falcon Heights in a vehicle appropriate for the transportation of small animals. These services shall not include the areas within the State Fairgrounds, the University of Minnesota Campus, the University Golf Course, and Commonwealth Terrace, which areas are not patrolled by the City's police service at the present time. On-call pick up service shall be provided during those hours the Roseville Community Service Officer is on duty at the rate described hereinafter. Call-out services requested while the Roseville Community Service Officer is off-duty shall be at the rates described hereinafter.
2. On-duty calls in 1989 shall be charged at \$18.50 per hour in quarter hour increments. Call-out service calls in 1989 shall be charged at \$18.50 per hour in quarter hour increments with a two (2) hour minimum. Falcon Heights shall pay the reasonable expenses Roseville incurred for any pharmaceuticals used in capture or control of any animals.
3. No patrol service shall be provided except that which is incidental to a call for pick up service and which shall be billed time as described above.
4. Roseville agrees that pick up service shall be done by competent personnel. Roseville shall not forcibly take an animal from any person unless that person's animal is in violation of a Falcon Heights ordinance and Roseville may request assistance of a regular officer of Falcon Heights' police service provider at Roseville's discretion.
5. That Roseville shall equip, service, and maintain all vehicles used by them for animal control with communication devices.

6. That all animals picked up by Roseville shall be impounded at Falcon Heights' designated pound,
7. That Roseville has no responsibility or liability for any animal once it is delivered to the pound.
8. That Roseville shall keep accurate and detailed records of all cats and dogs picked up and furnish a monthly report to Falcon Heights.
9. Roseville shall save Falcon Heights harmless and indemnify Falcon Heights from any damages, costs (including attorney's fees), actions or causes of actions for claims made against Falcon Heights for any harm, loss, damages or expenses arising out of or in any way related to Roseville's performance of its obligations under this agreement, other than damages caused by acts or omissions of Falcon Heights, its contractors, agents or employees. This agreement to save harmless and indemnify does not constitute a waiver by Roseville of any immunity or limitations on liability provided by Minnesota Statutes 1986, Chapter 466, as amended.

In the event this agreement increases the insurance premium for the City of Roseville, any increase in the premium shall be paid by the City of Falcon Heights.

AND Falcon Heights, in consideration of said covenants and agreements of Roseville hereinbefore contained, hereby covenants with Roseville that Falcon Heights will obtain animal control services from Roseville pursuant to the following provisions:

10. This agreement shall cover the period from to December 31, 1989.
11. That Falcon Heights shall appoint the Community Service Officer of Roseville as Falcon Heights' animal control officer with powers to enforce Falcon Heights' animal ordinances.
12. That Falcon Heights will provide/obtain animal control services when Roseville is unable to do so as a result of the absence of its CSO or when the service is beyond the scope of dog or cat pick up, and shall do so without liability to Roseville.

THIS CONTRACT shall be in full force and effect from the            day of            , 1989 to the 31st day of December, 1989, unless earlier cancelled by either party upon thirty (30) days written notice to the other party of the cancellation thereof.

IT IS MUTUALLY AGREED by and between the parties hereto, that all the covenants and agreements herein contained shall extend to and be obligatory upon the successors and assigns of the respective parties.

IN TESTIMONY WHEREOF, the parties have caused this contract to be signed in their behalf by the proper officers thereunto duly authorized and their corporate seals to be hereto affixed, the day and year first above written.

FOR THE CITY OF FALCON HEIGHTS

FOR THE CITY OF ROSEVILLE

---

Dated: April , 1989

---

Dated: April , 1989

(SEAL)

(SEAL)

Consent \_\_\_\_\_

Agenda Item: E-3

Policy X

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Proposed Agreement with Supercycle for Curbside Recycling Pickup

**SUBMITTED BY:**

Solid Waste Commission

**REVIEWED BY:**

S. Chenoweth

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

At present, the City does not have a signed curbside Recycling Contract but is being serviced and billed under a proposal presented by the previous owners of Supercycle.

In a meeting with a representative of the present owners, I expressed our dissatisfaction with the provision requiring a charge of \$50.00 per ton after 18 tons -- the attached agreement reflects that concern.

Present Billing System:

Monthly Rates for Twice Monthly Pickup

Base rate, single family through 3-plex	\$634.00
Multi-unit, \$.30 per unit (excludes Commonwealth Terrace)	163.20
Plus \$50.00 per ton over 18 tons.	
TOTAL:	<u>\$797.20</u>

Proposed System:

Base rate, residential	918.00
Multi-unit	163.20
TOTAL:	<u>\$1,081.20</u>

This rate includes unlimited tonnage.

~~XXXXXXXXXXXX~~ The Commission feels that this is a reasonable charge which will fall within the amount allotted in our County Grant (\$13,766, based on 25 ton cap). The unlimited tonnage is especially appealing. The Commission felt the cap on tonnage was definitely a disincentive.

**ACTION REQUESTED:** Approval of contract as recommended by Solid Waste Commission.

SAC



CITY OF  
**FALCON HEIGHTS**

2077 W. LARPEUR AVENUE

FALCON HEIGHTS, MN 55113-5594

PHONE 612-644-5050

April 17, 1989

TO: Jan Wiessner

FROM: Shirley

Attached is the proposed Recycling Agreement (such as it is) with Supercycle for the remainder of 1989. We discussed this at the Solid Waste Commission meeting on April 6th and the Commission recommended approval. The present billing system has a base rate of \$634/month plus \$163.20 for multi-unit residences (\$.30 per unit) with an 18 Ton cap. Over 18 Tons, we are to be billed at \$50.00 per Ton. Our County grant is based on this system but has a 25 Ton limit. In other words, if our tonnage is over 25, we must then re-negotiate with the County or the City would have to cover the balance.

The Commission felt this new proposal would be more desirable as it is more of an incentive than the present one.

I have talked to Rick Hlavka at Ramsey County and he feels there will be no problem with the County reimbursing the City under the proposed agreement.

SUPER CYCLE RECYCLING COLLECTION  
AGREEMENT WITH THE CITY OF FALCON HEIGHTS

Base rate for residential twice a month curbside collection montly rate.	918.00
Multi-unit twice a month collection with residential collection .30 per unit, 544 units total monthly rate.	163.20
Monthly Billing TOTAL	\$1,081.20

The base rate will cover unlimited tonnage.

This Agreement will cover services through  
December 31, 1989.

*April, 1989*

**SUPER CYCLE'S MISSED STOPS POLICY**

**Information Provided:**

For every missed collection referral that is received, we should get the address of the miss and the name and telephone number of the resident.

**Miss Collection Schedule:**

Super Cycle will operate under the policy that collecting misses is the highest priority of the day.

Misses called in before 1:00 p.m. on the collection day will be collected that day. Calls after 1:00 p.m. will be collected on the following day before 4:30 p.m.

Misses called in before 11:30 a.m. on the day after the collection day will be collected that day before 4:30 p.m. Calls received after 11:30 a.m. will be collected on the following day before 4:30 p.m. The same policy will apply for miss calls received two days after the collection day.

For misses called in on or after the third day after collection, Super Cycle will contact the resident and arrange a mutually convenient day for the collection to occur.

Miss collections will be done on Saturdays. Calls received on Friday after 11:30 a.m. will be serviced on the following Monday. Super Cycle will acquire an answering machine to accept resident calls on Saturdays. The machine will be connected to both the 224-5081 and the 224-1135 telephone lines.



Consent \_\_\_\_\_

Agenda Item: K-4

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 4/26/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Permanent No Parking Signs for Minnesota State Fair

SUBMITTED BY:

Vince Wright

REVIEWED BY:

Jan Wiessner  
Terry Maurer

EXPLANATION/SUMMARY (attach additional sheets as necessary):

In response to concerns raised by the City's Workers Comp. insurer, Vince has checked into alternatives to the annual pounding of 330 temporary No Parking signs for the State Fair.

Our recommendation is to install permanent signs which would have stickers affixed each year with the dates of the fair. These signs are similar to the ones St. Paul uses.

Once the signs are purchased, this option will save considerable time and expense each year as well as help to avoid physical problems which are potential problems resulting from frequent sign pounding.

*TB - Concerned about visual pollution  
JW - Thinks they blend in in short order*

Attachments:

- A. Wright Memo dated 4/17/89
- B. EBA letter dated 11/8/88

*\* Check other Cities use of Temp Signs  
\* Stronger 2nd options  
\* State Fair  
\* Put into Garage*

*Alt. for concrete posts  
2 1/2' deep, rest angle, 6 in wide  
Air Compressor to blow out*

ACTION REQUESTED:

*\* Come Back w/ more info*

*JW*



CITY OF  
**FALCON HEIGHTS**

2077 W. LARPEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE 612-644-5050

April 17, 1989

TO: Jan Wiessner

FROM: Vince Wright

RE: PERMANENT PARKING SIGNS - STATE FAIR

When the Employee Benefit Administration Co. visited our office, they asked us to review the State Fair Parking Sign issue. They were of the opinion that installing these signs poses personal liability injury as such installation could cause bodily harm due to the pounding, lifting and pulling involved. They feel there should be some way to correct this problem. They suggested that I check with the City Engineer and other sign companies to determine the best policy.

After meeting with Engineers and sign companies, my proposal is to install permanent signs. This would save time, labor and personal liability. The sign material I am suggesting we use is Poly Plate. It will have removable dates with a tow-away. The sign material is durable and less expensive. It is my opinion that once residents have these signs in place and get used to them, they won't object to their being up year-round. We need to purchase 215 poly plate signs. We have 115 aluminum signs that will need to be recoated. The total cost is \$1,733.00.

(See attached information on how sign will appear.)

VW:kjz  
Attachment

The following information was obtained on permanent parking signs:

Earl Andersen (Mike Dorsey)

	<u>Gauge</u>	<u>Type</u>	<u>Amount/Signs</u>	<u>Price</u>	
a.	.100	Aluminum	215	\$7.81 ea.	= \$ 1,619.15
b.	.120	Poly Plate	215	\$7.63 ea.	= \$ 1,640.45
c.	.70	Redone Aluminum Plate	115	\$3.28 ea.	= \$ 0,377.20

Gopher Signs

a.	.100	Aluminum	215	\$7.10 ea.	= \$ 1,526.50
b.	.120	Poly Plate	215	\$5.60 ea.	= \$ 1,204.00 *
c.	.70	Redone Aluminum Plate	115	\$4.60 ea.	= \$ 0,529.00 *

The sign will read:

NO	PARKING	STICKERS
DURING		
STATE FAIR		
AUG <u>date</u>		
THRU		
SEPT. <u>date</u>		
TOW AWAY		

Leave Up Year Round

Sign Size is 12 x 18 for either sign. Letters will be red on white background.

Labor for Redo Aluminum No Parking Signs with above wording  
 16 hours @ \$6.00 per hour = \$ 96.00  
 summer help to post signs = \$200.00  
 nuts and bolts = \$ 25.00

\* My recommendation for sign purchase.

Poly Plate = \$1,204.00  
 Aluminum Redo = 529.00

TOTAL \$1,733.00

Cost of Installing Signs Year after Year:

Vince - 50 hrs.	\$ 875.00
Jay - 50 hrs.	\$ 750.00
Summer Employees - 50 hrs.	\$ 300.00
Rent for Post Pounder	\$ 200.00
Gas	\$ 30.00
2 Trucks - 50 hrs - \$15.00 per hr (Depreciation)	\$1500.00
<b>TOTAL</b>	<b>\$3955.00</b>



**EMPLOYEE BENEFIT ADMINISTRATION CO.**

8441 Wayzata Blvd. Suite 200  
Minneapolis, Minnesota 55426-1392  
Phone (612) 544-0311

Rec'd B.  
11-9-88  
For More Prompt Delivery  
Address Mail To:  
Employee Benefit Admin. Co.  
P. O. Box 59149  
Mpls., MN 55459-0143

November 8, 1988

Ms. Janet Wiessner, City Clerk  
City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113

Dear Ms. Wiessner:

This letter is to confirm my visit and subsequent safety survey of selected portions of your city facilities on October 18, 1988. The body of this report will address the potentially hazardous conditions noted on my survey and the remedial action that should be taken.

FIRE DEPARTMENT

It was indicated to me that the 50 foot ladder that is carried on the Ford number 752 is not equipped with a hydraulic device to lift the ladder. It was indicated that six individuals are needed to handle this particular ladder. I would strongly recommend that you review this situation. The potential for a serious back injury occurring is present. It may be necessary to equip a ladder of this size with a hydraulic lifting device.

It was noted that gasoline was being stored in a "non-approved" flammable liquids container in the area where the "Jaws of Life" are kept in the Ford number 752. It is my recommendation that gasoline and other flammable liquids that are to be stored and dispensed should be placed in "approved" flammable liquids containers.

I noted in the Ford number 752 passenger cab that a cylinder of oxygen and other equipment had not been secured to prevent these items from striking passengers riding in the cab area. I would strongly recommend that you review this situation and secure all items in the passenger compartment of the fire vehicles. It was indicated to me that your fire department personnel are riding on the rear of the fire vehicles to the various fire scenes. I would strongly recommend that you discontinue this activity. Many fire department personnel have fallen from vehicles resulting in fatalities or serious injuries. I would strongly recommend that you encourage individuals to ride inside of a vehicle equipped with seatbelt protection.

Attention to recommendations is important and we urge your prompt action. It must not be assumed that every unsafe condition or procedure has been covered in our survey.

Further, we make no representation nor assume any responsibility that locations, products, work places, operations, machinery and equipment are safe or healthful or in compliance with any law, rule or regulation.

PUBLIC WORKS GARAGE

I noted that a large amount of No Parking signs must be transferred, placed and removed by your city maintenance personnel yearly. A great potential for injury exists as a result of this situation. After reviewing this situation, two recommendations are suggested. The first was suggested by the very people who do this work. Simply placing a permanent sign and affixing an adhesive tag which states the appropriate no parking periods. Injuries and man hours could be greatly reduced.

If the general public is not in favor of having the signs left up permanently, my second recommendation would be to develop an anchoring system that the signs could be locked into. The anchoring system would be placed below ground level. An access cover could be placed over the access hole and locked into place when not in use. This would help prevent injuries that may occur from driving the sign posts and attaching the sign posts.

I would like to thank you and your personnel for the time that was extended to me during my survey. If you have questions concerning this report, or if you are interested in any of the safety training programs, please contact me. I am looking forward to providing you with safety services in the near future.

Sincerely,

E.B.A. Company

*Tom Milbrath LBO.*

Tom Milbrath  
Loss Control Representative

tm/bd

cc: Mr. Peter Tritz, LMC  
cc: File

Consent \_\_\_\_\_

Agenda Item: E-5

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Changes in City's Deductibles on Liability & Auto Insurance

**SUBMITTED BY:**

Tom Kelly

**REVIEWED BY:**

*qw*

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

The City's premium for General Liability and Auto Collision policies has been as follows:

<u>1989</u>	<u>1988</u>	<u>1987</u>
\$20,124	\$17,886	\$17,950

The policy has a \$10,000 deductible for both General Liability and Auto. Our buildings are insured to 90% of value. Rothschild, Bell & Walseth have informed us of additional premium costs to lower these deductibles as follows:

**General Liability**

Deductible	Additional Premium
\$1,000	\$13,823
5,000	12,287

**Auto Collision**

Deductible	Additional Premium
\$1,000	\$234.
5,000	144.

**ACTION REQUESTED:**

We can also change our insurance on buildings to replacement cost for no additional premium.

**ATTACHMENTS & DOCUMENTATION: 4 Pages**

**ACTION REQUESTED:** Leave the General Liability deductible at \$10,000. Change Auto Collision deductible to \$1,000 and change building coverage to replacement cost.

*qw* *AK*



**ROTHSCHILD, BELL & WALSETH, INC.**  
INSURANCE BROKERS AND CONSULTANTS  
251 WEST LAFAYETTE FRONTAGE ROAD  
POST OFFICE BOX 7128  
ST. PAUL, MINNESOTA 55107-0128  
(612) 221-0205

CITYF50-1001 RF 04/10/89

\*\*\*\*\*  
\* CUSTOMER MEMO \*  
\*\*\*\*\*

City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113

POLICY:CMC 9817 90

To Jan Wiessner

Re: Alternate Quotes

The following are the alternate quotes for changing the deductibles on the General Liability and Auto Policy:

- |  |                               |
|--|-------------------------------|
| 1. Change the General Liability to have a \$1,000 deductible                   | Additional Premium: \$13,823. |
| 2. Change the General Liability to have a \$5,000 deductible                   | Additional Premium: \$12,287. |
| * 3. Change the Auto Collision deductible to be \$1,000 deductible on vehicles | Additional Premium: \$234.    |

From See Page 2...

To Page 2.

Re: Alternate quotes

- |  |                            |
|--|----------------------------|
| 4. Change the Auto Collision deductible to be \$5,000 deductible | Additional Premium: \$144. |
|--|----------------------------|
- The additional quotes are all annual quotes.

Also, we can change your policy to be on a replacement cost basis at no additional premium. Your buildings are insured 90% to value so you can change to replacement cost basis. If you want any of the changes listed above done, please call me and we can order them from the Company.

From Rachelle Fawcett



Covenant Number:

CMC - 9817-90

Previous Covenant Number:

CMC - 8890-9

Common Coverage Declarations  
 Coverage is Provided by:  
**THE LEAGUE OF MINNESOTA CITIES  
 INSURANCE TRUST**  
 (Herein called LMCIT)



Item 1. CITY and MAILING ADDRESS: CITY OF FALCON HEIGHTS  
 2077 West Larpenteur Avenue  
 Falcon Heights, MN 55113

Item 2. COVERAGE PERIOD: One Year(s)  
 From: January 1, 1989 To: January 1, 1990 12:01 A.M. Standard Time at  
 Mailing Address Indicated on  
 Common Coverage Declara-  
 tions

Item 3. THE COVERED PARTY IS:  
 City  Joint Powers Entity  Other (Describe) \_\_\_\_\_

Item 4. COVERAGE PARTS:

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS  
 OF THIS COVENANT, LMCIT AGREES TO PROVIDE YOU WITH COVERAGES SHOWN  
 BELOW FOR WHICH A PREMIUM CHARGE IS STATED:

	Premium
Property	\$ <u>2,006.</u>
Inland Marine	\$ <u>194.</u>
Glass	\$ <u>Not Covered</u>
General Liability	\$ <u>11,672.</u>
Medical Payments	\$ <u>Included</u>
Personal Injury Liability	\$ <u>Included</u>
Errors or Omissions Liability	\$ <u>2,028.</u>
Automobile Liability	\$ <u>2,322.</u>
Automobile Physical Damage	\$ <u>522.</u>
Crime	\$ <u>113.</u>
<u>Misc. Equipment on Autos</u>	\$ <u>1,267.</u>
TOTAL	\$ <u>20,124.</u>

Item 5. GENERAL ANNUAL AGGREGATE DEDUCTIBLE:

General Annual Aggregate Deductible does not apply, or  
 General Annual Aggregate Deductible applies  
 Amount of General Annual Aggregate Deductible: \$ \_\_\_\_\_  
 (See Endorsement MEO30)

Item 6. PREMIUM IS DUE AND PAYABLE: Annual - in advance

Item 7. FORMS APPLICABLE TO ALL COVERAGE PARTS: CMC (11-88), DEC012(11/88),  
 DEC013(11/88), DEC014(11/88), DEC015(11/88), DEC016(11/88)

  
 Executive Director, LMCIT

Covenant Number:

CMC - 8890-9

**Common Coverage Declarations**  
**Coverage is Provided by:**  
**THE LEAGUE OF MINNESOTA CITIES**  
**INSURANCE TRUST**  
**(Herein called LMCIT)**

Item 1. CITY(S) and MAILING ADDRESS: City of Falcon Heights  
2077 West Larpenteur Ave.  
Falcon Heights, MN 55113

Item 2. COVERAGE PERIOD: One Year(s)  
From: January 1, 1988 To: January 1, 1989

**"CLAIMS-MADE"**

12:01 A.M. Standard Time at  
Mailing Address Indicated on  
Common Coverage Declara-  
tions

Item 3. THE COVERED PARTY IS:

City  Joint Powers Entity  Other (Describe) \_\_\_\_\_

Item 4. COVERAGE PARTS:

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS COVENANT, LMCIT AGREES WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS COVENANT, WHICH CONSISTS OF THE FOLLOWING COMPREHENSIVE MUNICIPAL COVERAGES:

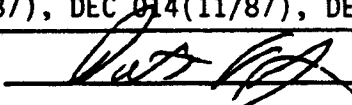
	Premium
Property	\$ <u>2,432.</u>
Inland Marine	\$ <u>135.</u>
Glass	\$ <u>N/A</u>
General Liability	\$ <u>10,230.</u>
Errors or Omissions Liability	\$ <u>1,745.</u>
Automobile Liability	\$ <u>2,755.</u>
Automobile Physical Damage	\$ <u>589.</u>
Crime	\$ <u>N/A</u>
_____	\$ _____
<b>TOTAL</b>	<b>\$ <u>17,886.</u></b>

Item 5. GENERAL ANNUAL AGGREGATE DEDUCTIBLE:

General Annual Aggregate Deductible does not apply, or  
 General Annual Aggregate Deductible applies  
Amount of General Annual Aggregate Deductible: \$ \_\_\_\_\_  
(See Endorsement MEO30)

Item 6. PREMIUM IS DUE AND PAYABLE: Annual- In Advance

Item 7. FORMS APPLICABLE TO ALL COVERAGE PARTS: CMC (11-87), DEC 012(11/87),  
DEC 013(11/87), DEC 014(11/87), DEC 016(11/87)

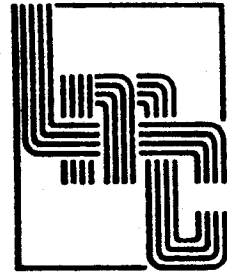


...T NUMBER:

CM 8164-8

COMMON COVERAGE DECLARATIONS  
Coverage is Provided by:  
THE LEAGUE OF MINNESOTA CITIES  
INSURANCE TRUST  
(Herein called LMCIT)

022587 LJJ



Item 1. CITY(S) and MAILING ADDRESS: City of Falcon Heights  
2077 W. Larpenteur Ave.  
Falcon Heights, MN 55113

Item 2. COVERAGE PERIOD: One Year(s) "CLAIMS-MADE"  
From: January 1, 1987 To: January 1, 1988 12:01 A.M. Standard Time at  
Mailing Address indicated on  
Common Coverage Declaration

Item 3. THE COVERED PARTY IS:

City  Joint Powers Entity  Other (Describe) \_\_\_\_\_

Item 4. COVERAGE PARTS:

IN RETURN FOR THE PAYMENT OF THE PREMIUM, AND SUBJECT TO ALL THE TERMS OF THIS COVENANT, LMCIT AGREES WITH YOU TO PROVIDE THE COVERAGE AS STATED IN THIS COVENANT, WHICH CONSISTS OF THE FOLLOWING COMPREHENSIVE MUNICIPAL COVERAGES:

	PREMIUM
Property	\$ 2,422.
Inland Marine	\$ 85.
Glass	\$ N/A
General Liability	\$ 9,969.
* Errors or Omissions Liability	\$ 2,205.
Automobile Liability	\$ 2,755.
Automobile Physical Damage	\$ 514.
Crime	\$ N/A
_____	\$ _____
TOTAL	\$ 17,950.

Item 5. GENERAL AGGREGATE DEDUCTIBLE:

Subject to an annual aggregate of: \$ NA, per individual coverage  
declarations.  Including Defense Costs.  Excluding Defense Costs.

Item 6. PREMIUM IS DUE AND PAYABLE: Annual - in Advance

Item 7. FORMS APPLICABLE TO ALL COVERAGE PARTS: CMC(11-86), DEC-012(11-86), DEC-013(11-86),  
DEC-014(11-86), DEC-016(11-86)

COUNTERSIGNED 1/1/87  
(Date)

BY

\* In the application of the deductible, damages include any legal expense costs, loss adjustment expense and claims cost.

Administered by: North Star Risk Services, Inc.

Consent \_\_\_\_\_

Agenda Item: E-6

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 4/26/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Long Term Disability

SUBMITTED BY:

Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

We have finally received the 1989 rates for Health Benefits from Ramsey County.


The 1989 budget for insurance benefits included a long-term disability policy. Ramsey County and ICMA offer the most reasonable LTD policies.

Ramsey County's policy would cost \$21.91 per month. This would be 60% income replacement. The benefit would start after 180 days. This plan is a coordinated plan with Social Security. This will be available 7/1/89.

ICMA's policy would cost \$128.14 per month. This would be 50% income replacement. The benefit would start after 180 days but is available to start at 90 days at a cost of \$151.98 per month. This plan is not coordinated with Social Security. The LTD cost is much less expensive than anticipated; however, the medical insurance is more than anticipated.  
(See attachments)

ACTION REQUESTED:

That City join the Ramsey County Long Term Disability policy plan.



According to the benefit policy action taken by the City Council during the 1989 budget discussion, the following is a summary of the 1989 benefit contribution distribution. The City contributes up to \$300 for a combination of Health, Dental and Life Insurance per month for each employee. The City will pay 50% of the LTD cost if the employee has exceeded the \$300 cap.

MONTHLY COSTS

Employee	Health/Dental/Life		Long Term Disability	
	City Contribution	Employee Contribution	City Contribution	Employee Contribution
Shirley Chenoweth	\$300.00	\$7.85	\$2.09	\$2.09
Terry Iverson	300.00	7.85	1.27	1.27
Tom Kelly	300.00	7.41	1.14	1.14
Jay Morgan	300.00	6.97	1.05	1.05
Pat Phillips	300.00	6.09	1.43	1.42
Jan Wiessner	140.46	0	3.68	0
Vince Wright	300.00	8.07	2.14	2.14
	\$1,940.46	44.24		

A. Current Average City Contribution to Benefits:

Medical (family)	\$234.50
Dental	32.50
Life	6.00
	<u>\$272.00</u>

\* Budget  
\$300/person/month

Expected 1989 Range:

Medical	\$ 93.72	\$281.40
Dental	35.75	35.75
Life	8.	7.
	<u>137.47</u>	<u>\$324.15</u>

B. Long Term Disability:

Annual Premiums Range: \$48 - 656  
(Dependent upon age, salary)

Recommend: 50-50 co-pay by employee

C. Mini-Cafeteria Option:

- 1) Cap city contribution to combination of medical, dental and life at x (?)
- 2) If less, employee can add
  - . full payment of long-term disability
  - . optional life insurance
  - . additional vacation time
- 3) If more, employee pay difference

Consent \_\_\_\_\_

Agenda Item: E-7

Policy X

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Budget Transfer

**SUBMITTED BY:**

Tom Kelly *[Signature]*

**REVIEWED BY:**

*[Signature]*

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

In the Administration Budget there is a line item for Insurance and Bonds. The budgeted amount for 1989 is \$32,000. This consists of approximately \$20,000 for General Liability and Auto Collision insurance, \$11,000 for Workers Compensation and Security Bond for employees. The Workers Compensation bill for 1989 was \$10,685 and is broken down as follows:

	CODE	RATE	ESTIMATED PAYROLL	DEPOSIT PREMIUM
Street Construction & Maint.	5506	8.10	\$54,164	\$4,387
Firefighters (Not Volunteer)	7706	9.41	27,477	2,586
Firefighters (Volunteer)	7708	77.63 POP	3,473	2,696
Clerical	8810	.39	60,310	235
Parks	9102	5.02	10,088	506
Municipal Employees	9410	2.91	37,856	1,102
			Manual Premium	\$11,512
			Experience Modification 0.98	
			Standard Premium	11,222
			Premium Discount	597
			Discounted Standard Premium	10,685
			LMC Insurance Trust Discount 0%	0
			Net Deposit Premium	\$10,685

~~ACTION REQUESTED~~ Since we have this detail, it is possible to charge each department budget for the cost of their worker's compensation premium.

**ACTION REQUESTED:** To transfer budgeted funds from Administrations Budget to Fire Protection, Labor Appropriations, and Parks & Recreation as follows:

<u>Description</u>	<u>Account Title</u>	<u>Budgeted Amount</u>	<u>Budget Changed To</u>
Administration	Insurance & Bonds	\$32,000	\$21,844
Fire Protection	Insurance & Bonds	0	5,449
Labor Appropriations	Insurance & Bonds	0	4,455
Park & Recreation	Insurance & Bonds	0	252
		<u>\$32,000</u>	<u>\$32,000</u>

*[Handwritten mark]*

## ADMINISTRATION

402

PAGE 8

OBJECT CODE NUMBER	CLASSIFICATION	1986 ACTUAL	1987 ACTUAL	1988 ADOPTED BUDGET	1988 JUNE YTD	1989 CLERKS RECOMMENDED	1989 ADOPTED BUDGET
	PERSONAL						
10	SALARIES	61,260	55,543	59,112	29,556	79,476	79,476
12	PART TIME EMPLOYEES	6,848	11,035	15,566	11,700	16,189	16,189
16	PENSIONS & CONTRIB. CONTINGENCY	11,239	8,851	12,963	6,762	20,382	20,382
	TOTAL PERSONAL	79,347	75,429	87,641	48,018	116,047	116,047
	CONTRACTUAL						
20	COMMUNICATIONS						
21	PRINT. & PUBLISH.			500	116	300	300
22	UTILITIES						
23	TRAVEL, CONF. & SCHOOLS	631	2,491	2,000	1,741	4,000	4,000
231	TRAVEL, PERSONAL CAR	747	1,458	2,200	1,071	2,200	2,200
24	MAINT. & REPAIR-EQUIP.	3,617	3,987	3,500	1,520	3,500	3,500
25	MAINT. & REPAIR-BLDG.						
26	CLOTHING						
28	CLEANING & WASTE REMOVAL						
29	CONTRACTUAL SERVICES						
291	SNOW REMOVAL						
	TOTAL CONTRACTUAL	4,995	7,936	8,200	4,448	10,000	10,000
	COMMODITIES						
30	OFFICE SUPPLIES	2,605	3,478	3,000	1,896	3,500	3,500
301	POSTAGE	2,199	2,042	2,100	970	2,100	2,100
31	TOOL & EQUIPMENT						
33	MOTOR FUEL & LUBRIC.						
35	MAINT. & REPAIR						
39	GENERAL SUPPLIES						
	TOTAL COMMODITIES	4,804	5,520	5,100	2,866	5,600	5,600
	OTHER CHARGES						
40	EQUIPMENT RENTAL	15	15	30	15		
41	INSURANCE & BONDS	35,495	31,170	36,000	27,472	32,000	32,000
43	SUBS. & MEMBERSHIPS	381	648	1,000	700	1,000	1,000
48	BITUMINOUS PATCH						
481	STREET IMPROVEMENT						
49	MISCELLANEOUS			3,000	157	3,000	3,000
	TOTAL OTHER CHARGES	35,891	31,833	40,030	28,344	36,000	36,000
	CAPITAL OUTLAY						
52	FURNITURE & EQUIP.	812	1,295	500	19		
53	MACHINERY & EQUIP.						
54	OTHER IMPROVEMENTS					4,700	4,700
	TOTAL CAPITAL OUTLAY	812	1,295	500	19	4,700	4,700



League of Minnesota Cities Insurance Trust  
Group Self-Insured Workers' Compensation Plan

ADMINISTRATOR

EMPLOYEE BENEFIT ADMINISTRATION CO.  
8441 Wayzata Blvd. Suite 200 Minneapolis, Minnesota 55426-1392 Phone (612) 544-0311

\* ↓  
For More Prompt Delivery  
Address Mail To:  
Employee Benefit Admin. Co.  
P. O. Box 59143  
Mpls. MN 55459-0143  
Attention: *Terrri Owen*

Self-Insured Workers' Compensation Quotation

(RENEWAL of Agreement No. 02-000102-7)

Name of City: CITY OF FALCON HTS REVISED  
Policy Period: From: 01/01/1989 To: 01/01/1990

Estimated Annual Premium:

	CODE	RATE	ESTIMATED PAYROLL	DEPOSIT PREMIUM
STREET CONSTRUCTION & MAINTENANCE	5504	8.10	54164.	4387.
FIREFIGHTERS (NOT VOLUNTEER)	7706	9.41	27477.	2586.
FIREFIGHTERS (VOLUNTEER)	7708	77.63	POP 3473.	2676.
CLERICAL	8810	0.39	60310.	235.
PARKS	9102	5.02	10088.	-506.
MUNICIPAL EMPLOYEES	9410	2.91	37856.	1102.
			Manual Premium	11512.
			Experience Modification 0.98	
			Standard Premium	11282.
			Premium Discount	597.
			Discounted Standard Premium	10685.
			LMC Insurance Trust Discount 0%	0.
			Net Deposit Premium	10685.

The foregoing quotation is for a deposit premium based on your estimate of payroll. Your final actual premium will be computed after an audit of payroll subsequent to the close of your policy year and will be subject to revisions in rate or experience modification. While you are a member of the LMCIT Workers' Compensation Plan, you will be eligible to participate in distributions from the Trust based upon claims experience and earnings of the Trust.

Employee Benefit Administration Co.

Consent \_\_\_\_\_

Policy X

Agenda Item: E-8

Meeting Date: 4/28/89

**CITY OF FALCON HEIGHTS**

**REQUEST FOR COUNCIL CONSIDERATION**

<p><b><u>ITEM DESCRIPTION:</u></b></p>	<p>Schedule City Business Breakfast Meeting for Wednesday, May 17, 7:30 A.M.</p>
<p><b><u>SUBMITTED BY:</u></b></p>	<p>Jan Wiessner and Tom Baldwin</p>
<p><b><u>REVIEWED BY:</u></b></p>	
<p><b><u>EXPLANATION/SUMMARY (attach additional sheets as necessary):</u></b></p> <p>The City has periodically held informal meetings with the local business owners to discuss items of mutual interest. We haven't had one for awhile and it seems to be an appropriate time to discuss issues such as:</p> <p style="padding-left: 40px;">Hamline Avenue Reconstruction The City's improved ISO rating Business involvement in recycling, solid waste abatement</p> <p><b><u>ACTION REQUESTED:</u></b>      Schedule meeting as a workshop. (No formal action will be taken)</p> <p style="text-align: right; margin-right: 50px;"><u>AW</u></p>	

Consent \_\_\_\_\_

Agenda Item: E-9

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 4/26/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

League of Women Voters Findings

SUBMITTED BY: S. Chenoweth

REVIEWED BY: *JW*

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The League report indicated that our procedures could use a few improvements. Some comments and proposed solutions follow:

A. Policy Statements

1. Agendas - Agenda packet for meeting will be placed on table by entrance door with sign up cards and extra agendas.
2. Minutes - Minutes are presently provided free to private citizens who request a copy. We do charge an annual fee of \$25.00 for Agendas except those provided to public officials and the press. At present, two residents obtain agendas.
3. Meetings, Hearings - Taping and Retention of Tapes  
We retain audio tapes for at least 1 year.  
*Video Tapes -> 6 mo.*

Notes on Findings:

Notes B & C. The use of the microphone is critical. This might be improved by the purchase of new, more sensitive microphones. As an experiment, we are changing the seating arrangement to determine if the problem is created by particular microphones or cords.

ACTION REQUESTED:

*\* Type Agenda on Ch. 16*

*\* Tool -> type on*

*JW*

# Policy Statements: Agendas, Minutes

AGENDAS	League of MN Cities	Falcon Heights	Little Canada	Maplewood	Roseville
When available to public?	no requirement (except at mtg.)	Friday before Weds. meeting	Friday before Weds. meeting	Weds. before Mon. meeting	Fri. before Mon. meeting
Published?	no requirement	No	N. Suburban Press	Maplewood Review	No
Posted?	no requirement	City Hall F.H. Pharmacy United Ch. of Christ Commonwith. Terrace Blomberg Drug	City Hall	No	City Hall
Mailed?	no requirement	mailing list	to N. Sub. Press & Planning & Parks Commission members	to Mpwd. Review only	yes - to those requesting
Other	Law specifies at least one copy of agenda & materials must be available in meeting room for public inspection during meeting.	Packet at Council meetings (at front desk with clerk)	Also put agenda on cable TV if enough pages - Fri. before meeting date	People can come in & look at agenda at City Hall	Agendas sent free to residents requesting. Also sent to non-residents, businesses for \$10/year.
How & When May Agenda Be Modified?	Only add items by unanimous vote of members present	Changes not favored; small or urgent items only - amend at beg. of mtg. by majority vote.	Any council member can add on day of meeting & any time during meeting, if of importance -- mayor's discretion.	No additions except trivial or urgent items - amend at beginning of mtg. by majority vote.	Modify during meeting by council agreement.

## MINUTES

Published?	For cities over 1000, minutes must <u>either</u> be published <u>or</u> mailed to list of those requesting (within 30 days).	No	Minutes published in entirety (not abbreviated) in N. Suburban Press.	No	No
Posted?		No	No	No	Yes - City Hall
Mailed?		yes - mailing list.	yes - to those requesting.	No	yes - to those requesting.
Other		Minutes sent free to misc. public officials, press (if requested). Private citizens may receive for \$25./yr.	Minutes sent free to misc. other city depts., businesses. No citizens on list at present - if they wanted, could come in & pay for copy of item desired.	To see minutes, may come & look at city hall; may pay for copy of the portion dealing with item of interest.	Minutes sent free to residents who request. Also sent to misc. non-residents & businesses for \$14./year.

# Policy Statements: Meetings, Hearings

MEETINGS	League of MN Cities	Falcon Heights	Little Canada	Maplewood	Roseville
Form of City Government	Statutory; Stat. Plan A; Stat. Plan B; or Home Rule	Statutory City, Plan A (see note)	Statutory - Plan A (see note)	Statutory - Plan B (see note)	Statutory - Plan (see note)
When Are Council Meetings?	Regularly, as set by city rules	2nd & 4th Weds. 7:00 p.m.	2nd & 4th Weds. 7:30 p.m.	2nd & 4th Mon. 7:00 p.m.	2nd & 4th Mon. 7:30 p.m.
Regular Work/Study Sessions?	---	1st Sat. morning each month, 8-10 a.m. (Temporarily, for strategic planning.)	No. Held as needed and published as required.	"Pre-agenda meeting" before Council mtgs. every Thurs. 4:30	3rd Mondays at 5:00 p.m.
Provision for Special Meetings	May be called by Mayor or 2 council members. Requires 3 days notice, post on bull. bd. or mtg. rm. door, notify media, and deliver or mail notice to all who request.	Posted in official locations -- 3 days notice. Usually set during a regular Council meeting.	May be called by Mayor or 2 council members; posted at City Hall with 24-hour notice.	May be called by Mayor or 2 council members with 24-hour notice.	May be called by any 3 members, w 24-hour notice & posting.
Quorum	Any 3 members.	3 members.	3 members.	3 members	3 members
Curfew?	(no recommendation)	10:30, except by unanimous vote.	No	No more items after 10:30. If adjourn before done, mtg. is continued to next Thurs. at 4:30.	No - exploring the idea.
Rules of Procedure for Meetings?	Recommended to have. Public has no legal right to speak unless recognized.	Yes -- - open discussion - audience may talk at discretion of chair - motions <u>not</u> need second for discussion	None adopted -- basically use Robert's Rules.	Yes -- - recog. by chair - audience may talk if chair permits; 5 min. limit - Robert's Rules	City Council Standing Rules of Procedure and Robert's Rules.
Voting	"any form which clearly expresses the will of the members"	acclamation (clarify if needed) roll call if split vote (order of roll changes monthly; mayor last)	usually voice; roll call at mayor's discretion. All individual votes recorded in minutes.	roll call	roll call
	(no recommendation)	audio tape	No set rule: save	not videotaped	Video tapes only

# Policy Statements: Employment

EMPLOYMENT	League of MN Cities	Falcon Heights	Little Canada	Maplewood	Roseville
How are job openings announced?	Recommend publicizing as widely as possible, e.g.: - post notice - newspaper advertisement - mail to people who might be interested	For reg. positions: Advertise in newspapers (St. Paul & Mpls.). Part-time jobs: announce in city newsletter.	For regular & permanent part-time: - post at City Hall 10 days - publish once in newspaper - file w/City Clerk	For permanent positions: - post on bulletin boards 10 days at City Hall & City Works Building	Posted at city hall; published in St. Paul & Mpls. papers, minority & professional publications, educational institutions, etc.
Application process	(no recommendation)	For professional jobs: ask for resume & letters on past performance.	Council appoints selection committee (one council member & dept. head). Examination may be required.	Obtain forms from City Manager. Examination may be required	Obtain forms from City Manager.
How select?	"on the basis of merit and fitness"	merit and fitness	merit and fitness	merit and fitness	qualifications for position
Who appoints?	Plan A cities: Council. Plan B cities: Manager.	City Council	reg: City Council (based on selection committee recom.) temp: dept. head, reviewed by council	dept. head recommends, City Manager appoints.	City Manager
Non-discrim. statement?	[laws prohibit discrim.; statement not necessary to include in policy.]	Yes	Yes	Yes	Yes
Affirm. Action Program?	Required for cities with 20 or more full-time employees.	No - not required.	No (not required, city below population reqt.)	Yes	Yes (revised version now going to Council)
Nepotism	Laws prohibit discrim. based on marital status—can exclude spouse of employee only if "bona fide occupational qualif." Anti-nepotism provisions "often not in public interest, especially in smaller cities."	Ordinance: Avoid "whenever possible" if related to elected or appointed official. Prohibited if relative in same department.	Ordinance: Prohibit direct supervision of a relative.	Admin. Policy: Nobody hired to position where would be supervised by a relative. If related to someone in other department, may be hired if best qualified applicant.	Ordinance: No relatives within a department, <u>except</u> for temp., <u>if</u> : not related to a reg. employee in the department, <u>and</u> only qualified person available.

# League of Women Voters Findings

FINDINGS: COUNCIL MEETINGS	Falcon Heights	Little Canada	Maplewood	Roseville
Were observers able to obtain meeting agendas easily?	Yes	Yes	Yes	Yes
Were materials relating to agenda items available for review in meeting room? (See Note A)	No: couldn't see them. Available at clerk's desk, but not visible. *	No: provided from council table on request, but even press unaware it was there.	No, except as provided on special request, at last meeting observed.	Generally yes. Kept at entrance on same chair as stack of agendas.
Were agendas reasonably accurate?	Yes	Yes	Yes	Yes
Were items introduced so the audience member without materials, or a cable viewer, could understand the item? (See Note B)	Usually Yes= 71% No= 16% Sort of= 13% (See Note C)	Sometimes Yes= 56% No= 17% Sort of= 26% (See Note D)	Not usually Yes= 42% No= 40% Sort of= 18% (See Note E)	Sometimes Yes= 58% No= 28% Sort of= 14%
Were meetings held at scheduled times?	Yes	Yes (except one began 1/2 hr. late)	Yes	Yes (but see Note F)
Did meetings run so late as to discourage public observation or participation?	No	No	No (but see Note G)	No
Longest / average meeting length:	3:00 hrs. / 2:18 hrs.	3:23 hrs. / 2:44 hrs.	4:04 hrs. / 3:04 hrs.	3:05 hrs. / 2:20 hrs.
Were meetings cablecast?	Yes	Yes (see Note H)	No. Plan to soon.	Yes
Did meetings provide for public input on items under discussion?	Yes	Yes	Yes	Yes
Were effective procedures used to provide for fair hearing of different views? (See Note I)	Yes	N.A. (no procedures stated, but with almost no speakers, no trouble with balance)	Yes. But observers felt rules could be more clearly stated.	Yes, sufficient for needs; but no uniform procedures used.
How formal were procedures for council discussion & voting?	Informal	Informal	Discussion informal. Voting by roll call.	Discussion part formal, part informal. Voting by roll call.

## FINDINGS: PUBLIC HEARINGS

Were public hearings held when scheduled?	(N.A. - none scheduled)	Yes, as far as possible (some postponed for lack of quorum)	Yes	Yes
Were public comments at hearings taken in an impartial, unthreatening way?	(N.A.)	Yes (where there were speakers at all)	Yes	Yes
Did the council take action at the same meeting as the hearing, so the concerned public could observe their discussion and voting?	(N.A.)	Where possible.	Yes	Yes

## NOTES ON FINDINGS

These findings are based entirely on observations made by members of the League of Women Voters of Roseville who attended all regular City Council meetings (four in each city) during January and February, 1989.

Note A: The open meeting law requires that at least one copy of all documents to be discussed by the council during the meeting must be made available for public inspection in the meeting room during the meeting. Except in Roseville, observers reported such materials were not available. Upon special request, these were provided, but the committee does not consider that this meets the requirement of being available. There is the difficulty that if the materials are too easily obtainable, one member of the audience may take them, leaving them unavailable to anybody else. Roseville seems to enjoy success by marking its copy "Reference Copy - Do Not Remove" and placing it at the entrance with the stack of agendas. Another possibility is to place materials in a notebook which is chained to a table by the entrance.

Note B: Almost all observers reported some degree of difficulty following the proceedings of the meetings. In general in all four cities, the standard and routine business especially was conducted so quickly, with little or no explanation, that observers without access to the supporting documentation, or cable viewers, would be unable to follow and understand the actions. Difficulties arose from council members not explaining items, speaking too fast, and not speaking into microphones.

Note C: The Falcon Heights Jan. 11 meeting was almost entirely inaudible for one observer who has only a minor hearing loss. Even though the observer was present in the council chambers and was following the agenda, council members could not be heard.

Note D: Almost all Little Canada observers reported the meetings confusing or difficult to follow. The informality of council proceedings, while in keeping with the city's Plan A type of government, still would tend to confuse and discourage newcomers and first-time council watchers. The council's assumption, stated explicitly at one meeting, is that everybody knows everybody, so introductions and explanations are considered unnecessary. The committee questions whether this assumption is valid, especially in light of the city's substantial number of new residents.



Consent \_\_\_\_\_

Agenda Item: E-10

Policy X

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

**ITEM DESCRIPTION:**

Proposed Resolution Relating to One foot strip at end of Lindig St.

**SUBMITTED BY:**

Edward Bock, Jensen, Hicken, Gedde & Soucie

**REVIEWED BY:**

S. Chenoweth

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

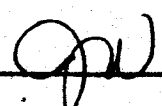
Ed Bock has drafted this Resolution in response to Council's action accepting a deed for the 1 foot strip providing an appropriate enabling mechanism could be established.

Attachments:

- (a) Proposed Resolution
- (b) Copy of Minutes of February 22, 1989
- (c 1, 2, 3) Memos relating to assessments to prospective owners on the West (Loos and Ozanne)

**ACTION REQUESTED:**

Review for discussion



JENSEN, HICKEN, GEDDE & SOUCIE, P. A.

ATTORNEYS AND COUNSELORS AT LAW

BOCK, EDWARD A., JR.  
BUCHMAN, JOHN T.  
GEDDE, THOMAS A.  
GROVER, BETH H.  
HICKEN, JEFFREY P.  
HOWARD, ROBERT A.  
JENSEN, DAVID L.  
MATTKE, PAUL E.  
SCOTT, MICHAEL J.  
SOUCIE, FRED M.

300 ANOKA OFFICE CENTER  
2150 THIRD AVENUE  
ANOKA, MINNESOTA 55303-2296

TELEPHONE (612) 421-4110  
TELECOPIER (612) 421-1040

OF COUNSEL  
HADLEY, CHARLES S.  
LUTHER, RICHARD L.

April 18, 1989

Ms. Shirley Chenoweth  
Falcon Heights City Hall  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113-5594

RE: Heinrich Loos

Dear Shirley:

If the City of Falcon Heights wants to acquire Mr. Loos' one-foot strip along Lindig Street and recover for him the water and sewer line costs, I believe that could be accomplished. Enclosed is a draft of a Resolution which would impose a "connection charge" on the property abutting the strip.

Mr. Loos would have to convey the strip to the City of Falcon Heights and prove that title is good, probably by submitting an updated Abstract to us. I estimate that the attorneys' fees in connection with this matter will be about \$800.

Please contact me if you have any questions or further information regarding this matter.

Very truly yours,

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.

  
Edward A. Bock, Jr.

EAB/lb

RESOLUTION NO. 89-\_\_\_\_\_

RESOLUTION ESTABLISHING WATER AND SEWER  
CONNECTION CHARGES REGARDING  
1800 LINDIG STREET

WHEREAS, City of Falcon Heights has constructed a sewer and water line in a portion of Lindig Street that lies between the property at 1805 Lindig and 1800 Lindig; and

WHEREAS, Heinrich Loos, the owner of property at 1805 Lindig Street, also owns a one-foot strip of land which lies between the easterly boundary line of Lindig Street and the westerly boundary line of the property at 1800 Lindig Street, which strip is legally described as follows:

The East one foot of the North 75 feet of the South 150 feet of the East 1/3 of the North Half of the West Half of the East 60 acres of the Southwest Quarter of Section 16, Township 29, Range 23, Ramsey County, Minnesota;

and

WHEREAS, the cost of the above-mentioned water and sewer line was paid for by the owner of the property at 1805 Lindig Street and no part of the cost was paid for by the owners of property at 1800 Lindig Street;

WHEREAS, in order to recover a portion of the costs paid for said water and sewer lines, Heinrich Loos is willing to convey said "strip" to the City, if the City agrees to impose and collect a connection charge on the property at 1800 Lindig Street and pay to Heinrich Loos the collected amount, less administrative and attorneys' costs;

WHEREAS, the City estimates that its administrative and attorneys' costs in the matter will be approximately \$800;

WHEREAS, in order to pay part of the cost of construction of the water and sewer lines and in order to reimburse Heinrich Loos, the City of Falcon Heights desires to impose just and equitable charges for connection with the water and sewer facilities, in accordance with Minnesota Statutes, Section 444.075; and

WHEREAS, the City of Falcon Heights finds that the connection charge set out below in this Resolution is just and equitable;

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the following connection charge is imposed with regard to the property at 1800 Lindig Street:

1. Connection charge in the amount of \$ 3238.
2. Interest shall accrue on the connection charge from the date of this Resolution. The interest rate in each calendar year shall be equal to the average rate of return on the City of Falcon Heights cash investments during the previous calendar year.
3. The connection charge, including interest, shall be paid before a connection permit or building permit allowing a water or sewer connection is issued by the City of Falcon Heights with respect to the property.

4. When the connection charge is paid, \$ \_\_\_\_\_ plus a proportionate amount of interest shall be remitted to Heinrich Loos, and the balance of \$800 plus a proportionate amount of interest shall be retained by the City of Falcon Heights for its administrative and attorneys' costs. *if the title is transferred before (2114) only required to notify him at last address of record*

*Heinrich Loos would have to pay \$800 up front for legal fees.*

5. Provided, that the connection charge shall not be imposed, unless and until Heinrich Loos conveys said "strip" to the City of Falcon Heights and provides evidence to the City of Falcon Heights that the "strip" is free from all liens and encumbrances. The City Attorney's opinion that the strip has been conveyed to the City free from liens and encumbrances shall be conclusive of the requirements of this provision.

ADOPTED by the Falcon Heights City Council this \_\_\_\_\_ day of \_\_\_\_\_, 1989.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

LIGHT RAIL TRANSIT PRESENTATION BY COUNTY COMMISSIONER JOHN FINLEY

Commissioner Finley gave an informative presentation on goals and possible sites for light rail transit in Ramsey County after which he replied to inquiries from Councilmembers.

~~CITY TO CONSIDER PROPOSAL FROM HEINRICH LOOS TO DEED ONE FOOT STRIP OF LAND AT END OF LINDIG STREET TO CITY~~

Baldwin presented background information on the one foot strip of city right-of-way which was retained by the property owner at the time the property on the the west side of the north end of Lindig St. was subdivided. He explained that the present owner of the northernmost property, Heinrich Loos, is selling the property and has made two proposals to the city, (1) that the city purchase the strip of land from him for \$3,500 or (2) that he deed the strip to the city with the stipulation that the city would not issue a building permit for development of the lot on the east side until he has been reimbursed for a portion of the water and sewer cost. Following a discussion, Wallin moved acceptance of a deed of ownership based on the conditions specified in item No. 2 providing staff can work out a suitable enabling mechanism at no cost to the city. Motion carried unanimously.

RAMSEY COUNTY PUBLIC WORKS CAPITAL IMPROVEMENT PLAN UPDATE

Council briefly discussed the public works update and the accompanying letter from City Engineer Maurer dated February 17, 1989.

FINAL DRAFT OF PROPOSED CHARITABLE GAMBLING ORDINANCE REVIEWED

Council reviewed the proposed ordinance after which Wallin moved adoption of Ordinance O-89-5 providing for regulation of charitable gambling. Motion carried unanimously.

ORDINANCE O-89-5

AN ORDINANCE AMENDING PART 15, SECTION 15.01  
OF THE CODE OF THE CITY OF FALCON HEIGHTS  
RELATING TO CHARITABLE GAMBLING

PERSONNEL COMPENSATION SYSTEM ADOPTED

After Wiessner's presentation of the proposed compensation plan and discussion by the Council, Council approved the plan as presented with the deletion of the longevity bonus section. It was agreed that the \$1,750 designated for this purpose be added to the \$5,000 stipulated for merit increases. Wallin then moved approval of the proposed individual salary adjustments totalling \$6,500 for the remainder of 1989. Motion carried unanimously.

ADMINISTRATION-COUNCIL MEMO

DATE: October 28, 1986

FROM: Tom Baldwin

TO: Council

RE: "One-Foot-Strip" at the end of Lindig

**DATA:**

On Thursday, October 23,, Dewan and I met with Steve Ozanne, Heinrich Loos, and Jim Egge to discuss the now infamous "one-foot-strip" between the Lin and MacGregor properties and the city utilities on Lindig. The following summarizes the discussion at that meeting.

1. The figures show Loos and Ozanne did pay for the utilities on the east side of Lindig. Therefore they should hold title to the "strip" to ensure reimbursement. Loos and Ozanne agree that as soon as their reimbursement is assured, they will deed the "strip" to the city.
2. The "per lot" assessment at time of construction was \$3,238. Loos' and Ozanne's cost for services currently in the ground should remain at that dollar amount or we have, in effect, reopened the assessment.
3. Loos and Ozanne consider the money spent on the utilities on the east side of Lindig an investment for which they can expect a "reasonable" return—we spoke in the 3-4% per year range.
4. The most practical way to settle this issue and avoid an economic "swamp" is to take care of the past before muddying it with the future. If the Council agrees we will meet with Lins and MacGregor to inform them that gaining access to city services is a condition to building on their property. They can gain access by paying the assessed (plus interest) amount to the affected property owner (Loos or Ozanne). I would strongly recommend we consider no new city construction in the area until this is done.
5. Loos and Ozanne both object to any assessment for running utilities to the Behrens property because there is no benefit to their lots.
6. Loos and Ozanne both agree that future street construction was a predictable possibility in the area, and that any future construction in the area will be assessed according to existing city policy—an equalization of costs among all benefited property owners..
7. A copy of this memo will be sent to Loos and Ozanne and if they want to add to or change the memo they will contact the city in writing by November 7, 1986. Otherwise, this memo will be considered an accurate and complete summary of our meeting.

ADMINISTRATION-COUNCIL MEMO

~~8000~~

c(2)

DATE: January 26, 1987  
FROM: Mayor Tom Baldwin  
TO: Council  
RE: LINDIG DEVELOPMENT

DATA: To directly address the concerns mentioned in the Lin and McGregor memos, this will be added to the file.

1. As was noted at my meetings with all parties involved, the cost per lot for water and sanitary sewer is approximately \$3,300. Loos and Ozanne have both paid slightly over \$6,500. Thus, a \$3,300 payment from Lin and McGregor would equalize the costs of these services.
2. As you know, Loos and Ozanne have agreed that this is an acceptable figure and, upon receipt of payment, the title to the "one foot strip" would be given to the city.

TB:kjz



ADMINISTRATION-COUNCIL MEMO

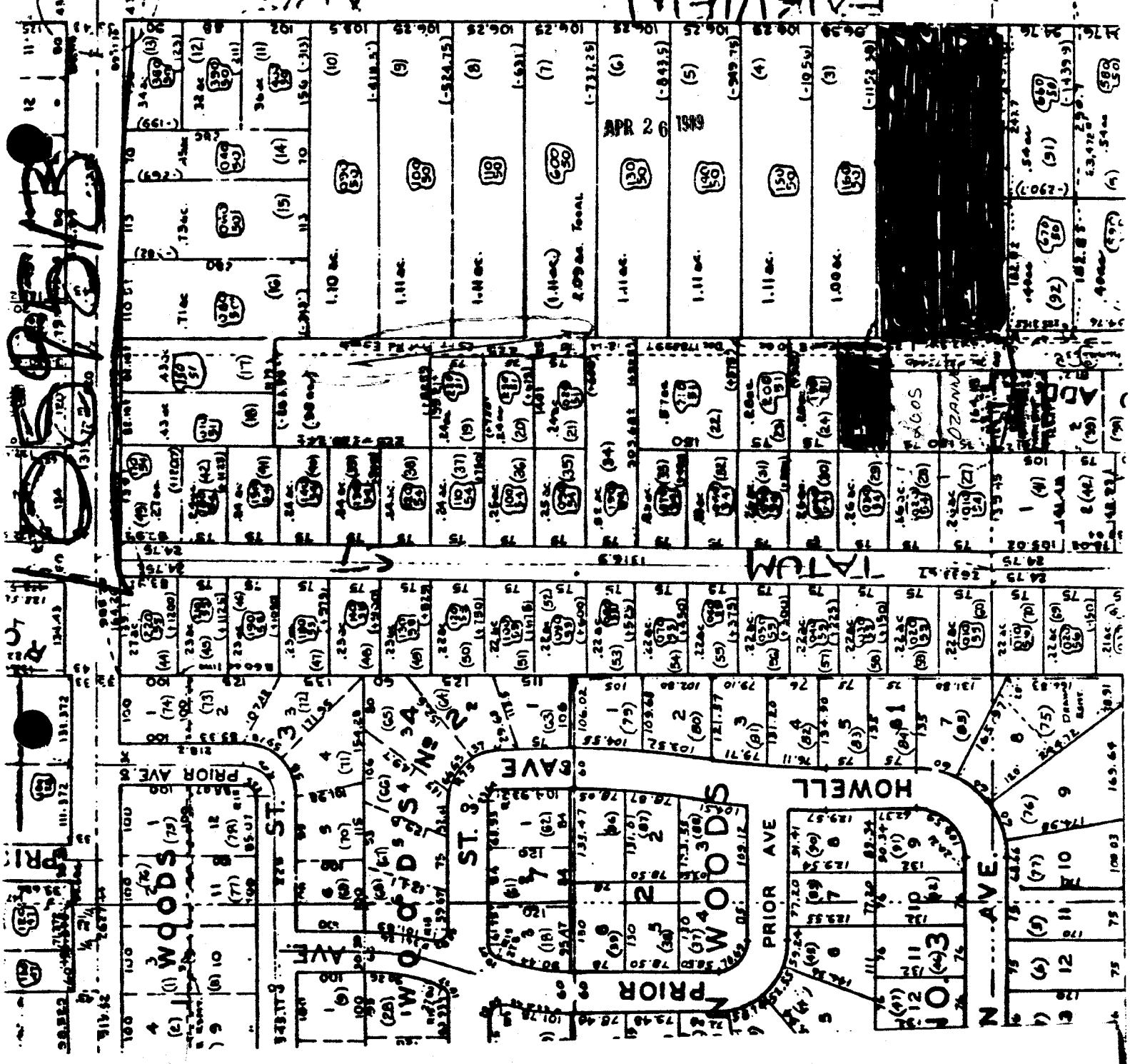
(3)

DATE: December 8, 1986  
FROM: Tom  
TO: Council  
RE: Lindig Extension  
DATA:

On Monday, November 24, 1986, I met with Irene McGregor and the Lins. The following was discussed:

1. In order to gain access to water and sanitary sewer for their lots, McGregor and Lin would each have to pay Loos and Ozanne one-half the amount previous paid by Loos and Ozanne for constructing these services (approximately \$3,300 per lot).
- ★ 2. Before granting building permits for the Lin or McGregor lot, the Council will need assurance that access to water and sewer have been secured.
3. Should the Lin lot be developed (which can be accomplished without building the cul-de-sac), and then, at some later date, the McGregor lot develop, it would be difficult to justify an assessment against the Lin lot for the cul-de sac.
4. Besides the approximate \$3,300 payment, Lin and McGregor would be responsible for street and storm sewer assessment.
5. The Lins and Mrs. McGregor will receive a copy of this memorandum. If they wish to add or delete any information in this memorandum or if they wish to comment further on the meeting, they must do so in writing before December 19th. Otherwise, this memorandum will be considered a complete and accurate account of our meeting.

TB:kjz



Moved in Houses  
Lords  
+ Ozann

Behrens

Kurtz

MacGregor

Lin

DATE: October 28, 1986

FROM: Tom Baldwin

TO: Council

RE: "One-Foot-Strip" at the end of Lindig

**DATA:**

On Thursday, October 23,, Devan and I met with Steve Ozanne, Heinrich Loos, and Jim Egge to discuss the now infamous "one-foot-strip" between the Lin and MacGregor properties and the city utilities on Lindig. The following summarizes the discussion at that meeting.

1. The figures show Loos and Ozanne did pay for the utilities on the east side of Lindig. Therefore they should hold title to the "strip" to ensure reimbursement. Loos and Ozanne agree that as soon as their reimbursement is assured, they will deed the "strip" to the city.

2. The "per lot" assessment at time of construction was \$3,238. Loos' and Ozanne's cost for services currently in the ground should remain at that dollar amount or we have, in effect, reopened the assessment.

3. Loos and Ozanne consider the money spent on the utilities on the east side of Lindig an investment for which they can expect a "reasonable" return—we spoke in the 3-4% per year range.

4. The most practical way to settle this issue and avoid an economic "swamp" is to take care of the past before muddying it with the future. If the Council agrees we will meet with Lins and MacGregor to inform them that gaining access to city services is a condition to building on their property. They can gain access by paying the assessed (plus interest) amount to the affected property owner (Loos or Ozanne). I would strongly recommend we consider no new city construction in the area until this is done.

5. Loos and Ozanne both object to any assessment for running utilities to the Behrens property because there is no benefit to their lots.

6. Loos and Ozanne both agree that future street construction was a predictable possibility in the area, and that any future construction in the area will be assessed according to existing city policy—an equalization of costs among all benefited property owners..

7. A copy of this memo will be sent to Loos and Ozanne and if they want to add to or change the memo they will contact the city in writing by November 7, 1986. Otherwise, this memo will be considered an accurate and complete summary of our meeting.

ADMINISTRATION-COUNCIL MEMO

8000

c(2)

**DATE:** January 26, 1987  
**FROM:** Mayor Tom Baldwin  
**TO:** Council  
**RE:** LINDIG DEVELOPMENT

**DATA:** To directly address the concerns mentioned in the Lin and McGregor memos, this will be added to the file.

1. As was noted at my meetings with all parties involved, the cost per lot for water and sanitary sewer is approximately \$3,300. Loos and Ozanne have both paid slightly over \$6,500. Thus, a \$3,300 payment from Lin and McGregor would equalize the costs of these services.
2. As you know, Loos and Ozanne have agreed that this is an acceptable figure and, upon receipt of payment, the title to the "one foot strip" would be given to the city.

TB:kjz

ADMINISTRATION-COUNCIL MEMO

(3)

**DATE:** December 8, 1986  
**FROM:** Tom  
**TO:** Council  
**RE:** Lindig Extension  
**DATA:**

On Monday, November 24, 1986, I met with Irene McGregor and the Lins. The following was discussed:

1. In order to gain access to water and sanitary sewer for their lots, McGregor and Lin would each have to pay Loos and Ozanne one-half the amount previous paid by Loos and Ozanne for constructing these services (approximately \$3,300 per lot).
- \* 2. Before granting building permits for the Lin or McGregor lot, the Council will need assurance that access to water and sewer have been secured.
3. Should the Lin lot be developed (which can be accomplished without building the cul-de-sac), and then, at some later date, the McGregor lot develop, it would be difficult to justify an assessment against the Lin lot for the cul-de sac.
4. Besides the approximate \$3,300 payment, Lin and McGregor would be responsible for street and storm sewer assessment.
5. The Lins and Mrs. McGregor will receive a copy of this memorandum. If they wish to add or delete any information in this memorandum or if they wish to comment further on the meeting, they must do so in writing before December 19th. Otherwise, this memorandum will be considered a complete and accurate account of our meeting.

TB:kjz

Consent \_\_\_\_\_

Agenda Item: E- 11

Policy \_\_\_\_\_

**CITY OF FALCON HEIGHTS**

Meeting Date: 4/26/89

**REQUEST FOR COUNCIL CONSIDERATION**

<b><u>ITEM DESCRIPTION:</u></b>	Change Wednesday, May 10 Council Meeting Date to Wednesday, May 3rd. <i>9</i>
---------------------------------	--

<b><u>SUBMITTED BY:</u></b>	Jan Wiessner
-----------------------------	--------------

<b><u>REVIEWED BY:</u></b>	
----------------------------	--

**EXPLANATION/SUMMARY (attach additional sheets as necessary):**

I would like to attend the Minnesota City and County Manager's Association meeting at Craguns on May 10-12. Also, Phil Chenoweth has a conflict on May 10.

A major agenda item for this meeting will be the Bullseye parking issue which will be considered by the Planning Commission on Monday, May 1st.

**ACTION REQUESTED:** Change date of 1st City Council meeting in May if an optional date is acceptable to everyone.

*Tues. May 9*

*JW*