

REGULAR CITY COUNCIL MEETING

CITY OF FALCON HEIGHTS

AGENDA

NOVEMBER 29, 1989

- A. CALL TO ORDER: 7:00 P.M.
- B. ROLL CALL: WALLIN _____ CIERNIA _____ BALDWIN _____ CHENOWETH _____
BUSH _____ WIESSNER _____ S. CHENOWETH _____
ATTORNEY _____ ENGINEER _____
- C. APPROVAL OF MINUTES OF NOVEMBER 8, 1989
1. Canvassing Board Minutes
 2. Regular City Council Minutes
- D. PUBLIC HEARING: 7:30 P.M.
1. 1990 City Budget Proposal
- E. CONSENT AGENDA
1. Disbursements
 - a. Disbursements through 11/29/89, \$65,671.43
 - b. Payroll from 11/1/89-11/15/89, \$10,040.12
 2. Commission Minutes
 - a. Parks & Recreation Minutes of Oct. 9, 1989
 - b. Solid Waste Minutes of Nov. 2, 1989
 3. Resignations from Parks & Recreation Commission
 - a. Kirsten Eckberg, 1549 W. Hoyt
 - b. Robert D. Gehrz, 2285 Folwell
 4. U.S. Olympic Festival '90 Torch Run
 5. Agreement with Roseville Area Schools re: Falcon Heights Playground
 6. Licenses
 - As You Like It Construction, #384
 - AAA Plumbing by Newstrom, #388

ACTION: _____

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

1. Police Contract

ACTION: _____

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

2. Resolution Designating Voting Hours for Municipal Elections from 7:00 A.M. to 8:00 P.M.

ACTION: _____

3. Proposed Ordinance Amending Chapter 5, Part 4, of the Municipal Code Relating to Refuse Collection and Disposal

ACTION: _____

4. Proposed Ordinance Increasing Insurance Requirements for Licensing Contractors

ACTION: _____

5. Ice Ringette

ACTION: _____

6. League of Minnesota Cities' Imposition of Institutional Fee on LMCIT

ACTION: _____

7. Request to Purchase New Copy Machine

ACTION: _____

8. Pop Machine Revenue Allocation

ACTION: _____

9. Presentation by Mary Jo McGuire, State Representative, on Special Legislative Session

ACTION: _____

G. ANNOUNCEMENTS AND UPDATES

H. ADJOURNMENT

ACTION: _____

MINUTES
REGULAR CITY COUNCIL MEETING
NOVEMBER 8 , 1989

Baldwin convened the meeting at 7:00 P.M.

ALL MEMBERS PRESENT

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

MINUTES OF 10/25/89 APPROVED

The Minutes of October 25, 1989 were approved by unanimous consent.

ADDITION/DELETION OF AGENDA ITEMS

Council approved the following changes in the agendas: (1) Deletion of Item F-1, Preliminary Development Agreement with Professional Ventures, Inc. from the Policy Agenda, (2) Addition of Planning Commission Minutes of November 6, 1989, and License #386 for Conklin Tree Farms, to the Consent Agenda, and (3) Transfer of Request for a Permitted Accessory Use Permit at 1892 Holton, from the Consent Agenda to the Policy Agenda.

APPROVAL OF CONSENT AGENDA

Council approved the following Consent Agenda by unanimous consent:

1. a. Disbursements through 11/8/89, \$62,205.48
b. Payroll 10/16/89 - 10/31/89, \$10,399.44
2. Cancellation of Check #22856 issued to Business Records Corporation on 10/26/89 in Amount of \$869.87 (Incorrect Amount)
3. Amendment to Section 5-14.04 of the Code Relating to Zoning Application and Recording Fees (Ordinance 0-89-15)
4. Request for a Permitted Accessory Use Permit to Construct a Utility Building, Falcon Heights Elementary School, 1393 Garden
5. Request for a Permitted Accessory Use Permit to Construct a Utility Building, William Brown, 1808 Asbury
6. Licenses: Crown Healthcare, #380, Brigley Roofing, Inc. #379, Peterson Bros. Roofing, #382, Globe Construction #383, Central Air Conditioning & Heating, #381, University of Minnesota Forestry Club, #384, Conklin Tree Farms & Gardens, #386
7. Planning Commission Minutes of November 6, 1989

PROPOSED PRELIMINARY DEVELOPMENT AGREEMENT WITH PROFESSIONAL VENTURES, INC. WITHDRAWN FROM AGENDA

The proposed development agreement with PVI for possible redevelopment of the southeast corner of Larpenteur and Snelling was withdrawn at the petitioner's request.

LIONS CLUB REQUEST TO USE CITY PARK FOR SALE OF CHRISTMAS TREES,
CHRISTMAS TREE LICENSE #387 AND TEMPORARY SIGN PERMITS TO BE
ISSUED UPON RECEIPT OF APPLICATIONS AND FEES

Sam Jacobs, representing the Falcon Heights/Lauderdale Lions Club, requested that Council consider allowing the Club to install 50 steel posts and 500 feet of snow fence at the City Park as an enclosure for their annual Christmas Tree sales lot. He also requested permission to place a temporary warming shelter and satellite at the site. Following a brief discussion Wallin moved approval of the requests contingent upon receipt of the necessary license and signage documents. Motion carried unanimously.

DISCUSSION OF UNIVERSITY'S INTENT TO SELL LEASE RIGHTS IN
IN UNIVERSITY GROVE

Baldwin explained that the University of Minnesota is considering the sale of the lease rights of the University Grove property to the homeowners in the neighborhood, and has inquired as to whether or not the City would be interested in purchasing the common areas. Wallin explained that the Planning Commission at their November 6th meeting, recommended the City not purchase the common areas. Council concurred and will not pursue purchase.

CITY TO VACATE A PORTION OF EASEMENT ON EXTENSION OF FOLWELL
AVE. PUBLIC HEARING SCHEDULED FOR 11/13/89, 7:30 P.M.

Wiessner explained that the University has requested the City to vacate its easement on the extension of Folwell so the University may sell the additional land as a part of Lot C for a dwelling unit. Wallin explained that the Planning Commission felt the City should not give up more than 25 feet of the easement as it may be used for pedestrian access to the proposed walkway included in the City's Park Plan. Following the discussion, Council agreed to vacate the west 25 feet of the easement as long as there is no cost to the City. Council then scheduled a public hearing on the proposed vacation for 7:30 P.M., December 13, 1989.

REQUEST FROM GARY AFFOLETER, 1892 HOLTON, FOR A PERMITTED
ACCESSORY USE PERMIT TO CONSTRUCT A STORAGE BUILDING DEEMED
UNNECESSARY

Wallin explained that Mr. Affoleter had begun to construct a temporary lean-to on the side of his garage for boat storage, but has now decided to make it a permanent structure. The Planning Commission had a lengthy discussion as to whether or not an Permitted Accessory Use Permit was necessary and by a 6 to 1 vote did recommend approval of the permit. Council also questioned whether an Accessory Use Permit was appropriate or if the structure was an addition to the garage which would only require a building permit. Mr. Affoleter informed Council he

had decided to make access between the garage and the storage area and assured he would finish the addition to match the existing garage. Following a discussion Council concurred that the addition would be an extension of the existing garage and and that a Permitted Accessory Use Permit is not necessary. They reminded Mr. Affoleter that he should immediately apply for a building permit, and strongly urged him to make the addition blend in with the existing exterior building material.

APPROVAL OF AMENDMENTS TO CODE PROVIDING FOR RESIDENTIAL
COMPOSTING

Wallin explained that the Planning Commission had discussed the proposed code amendments at previous meetings and had held the required public hearing on November 6, 1989. Council briefly discussed the proposed changes and determined there was no need to amend Section 8-1.01 relating to Junk, Trash, Rubbish and Refuse, as it did not apply to yard wastes. Wallin then moved adoption of Ordinance O-89-16 which carried unanimously.

ORDINANCE O-89-16

AN ORDINANCE AMENDING SECTION 9-4.01, SUBD. 3 (k)
(PERMITTED ACCESSORY USES) AND SECTION 9-2.04, SUBD. 1
(ACCESSORY BUILDINGS AND STRUCTURES) OF THE MUNICIPAL
CODE

REVIEW OF PROPOSED ASSESSMENT POLICY

Council discussed the proposed assessment policy with Maurer and Gedde after which minor changes were recommended. P. Chenoweth moved approval of the document with the recommended amendments, which carried unanimously. An Ordinance adopting the policy will be placed on a future agenda.

COUNCIL RETREAT TO BE HELD AT WHITE BEAR COUNTRY INN

Council reviewed cost estimates for various facilities which might be appropriate for the Planning Retreat scheduled for November 24 and 25 and agreed on the White Bear Country Inn. They discussed whether or not a facilitator should be hired and agreed it was not necessary or financially prudent to do so. Wiessner was asked to plan the program and act as facilitator.

ADJOURNMENT

Council adjourned the meeting at 8:47 P.M.

Tom Baldwin, Mayor

ATTEST:

Shirley Chenoweth, City Clerk

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

PUBLIC HEARING

7:30 P.M.

ITEM DESCRIPTION:

1990 CITY BUDGET PROPOSAL

SUBMITTED BY:

Jan Wiessner, Administrator
Tom Kelly, Accountant

REVIEWED BY:

City Council

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Enclosed for your consideration is the Proposed Budget for 1990 as amended at the Council Workshops on Sept. 14, Sept. 16 and Nov. 8, 1989.

The proposed operating budget total for 1990 is \$1,093,356. This is a 3.6% increase over an adjusted 1989 budget of \$1,055,418. The actual adopted 1989 budget was \$1,095,118; however, this included Rescue Services and Recreation Programs which we are recommending be established as separate funds for 1990. Including these two funds for comparison, the total proposed budget would be \$1,146,166.

Based on the property tax law passed during the Special Legislative Session in 1989, this proposed budget includes the following significant changes in revenue sources:

Property Taxes:	\$599,411	20.6% increase
State Aid:	<u>199,010</u>	(27.4) decrease (transfer to School District)
Total Tax Revenue:	\$798,421	3.5 Increase

One of the most significant changes in this year's budget is a new Chart of Accounts System. City Accountant Tom Kelly has developed ~~XXXXXXXXXXXXXXXXXXXX~~ this new system which will allow for consistent use of terminology and number codes throughout the city budget. This chart of accounts is based upon the system recommended by the State Auditor's office. The new system will provide for easier and more accurate reporting.

(Continued on next page)

Page 2
1990 City Budget Proposal
Meeting Date: 11/29/89

Another significant change in this year's budget is the way personnel costs are allocated. Each employee has estimated the time spent in various activities and the associated costs have been allocated accordingly. (See yellow pages for personnel description and analysis).

The proposed 1990 budget also includes an updated 5 Year Capital Improvement Budget and Financing Plan. (See pink packet). The Capital Improvement budget was first adopted in 1988 and has undergone major changes this year. The most apparent changes have resulted from the newly adopted Comprehensive Park Plan.

A public hearing has been scheduled for Wednesday, Nov. 29th at 7:30 P.M. If public participation warrants a second public hearing, a tentative date has been scheduled for Wednesday, Dec. 13 at 7:30 P.M.

ACTION REQUESTED: In addition to adopting the 1990 City Budget, other actions to be taken include approving the transfer of funds as recommended and approving the short-term financing plan as recommended by Steve Apfelbacher of Ehlers and Associates.



CITY OF FALCON HEIGHTS

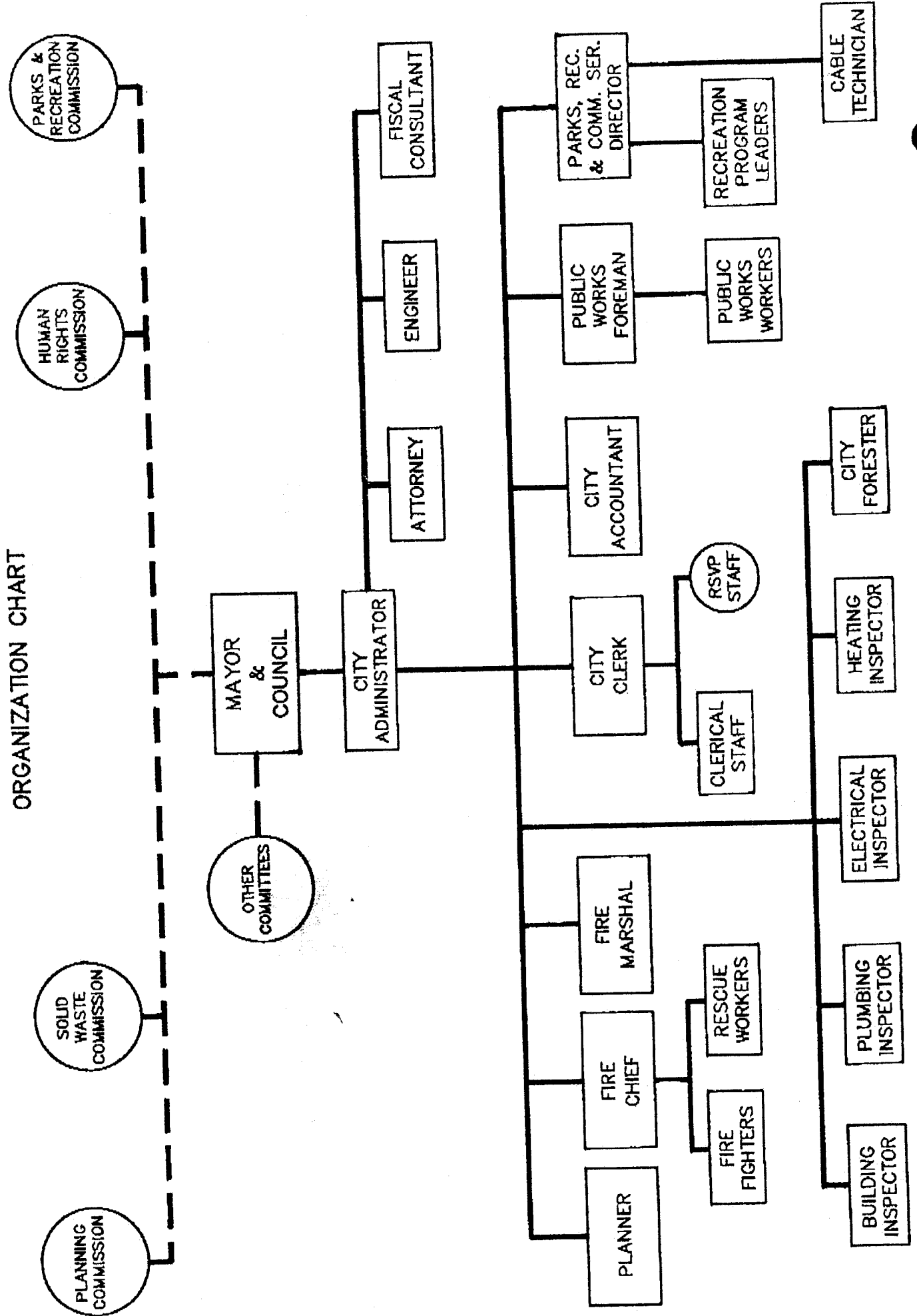
PROPOSED 1990 BUDGET

PUBLIC HEARING
November 29, 1989

SUMMARY OF
BUDGET

CITY OF FALCON HEIGHTS

ORGANIZATION CHART



CITY OF FALCON HEIGHTS, MINNESOTA
PRINCIPAL CITY OFFICIALS

CITY COUNCIL

Tom Baldwin, Mayor
Term Expires 12-31-1991

Paul Ciernia, Councilmember
Term Expires 12-31-1989

Gerald Wallin, Councilmember
Term Expires 12-31-1991

Phil Chenoweth, Councilmember
Term Expires 12-31-1989

Pat Bush, Councilmember
Term Expires 12-31-1991

CITY STAFF

Jan Wiessner, City Administrator
Tom Kelly, City Accountant
Shirley Chenoweth, City Clerk
Vince Wright, Public Works Foreman
Jay Morgan, Public Works
Terry Iverson, Fire Marshal
Leo Lindig, Fire Chief
Carol Krieglger, Parks and Recreation Director
Susan Hoyt-Taff, City Planner
Kitty Zimmerman, Secretary
Pat Phillips, Secretary

CITY OF FALCON HEIGHTS

FUND BUDGET SUMMARY

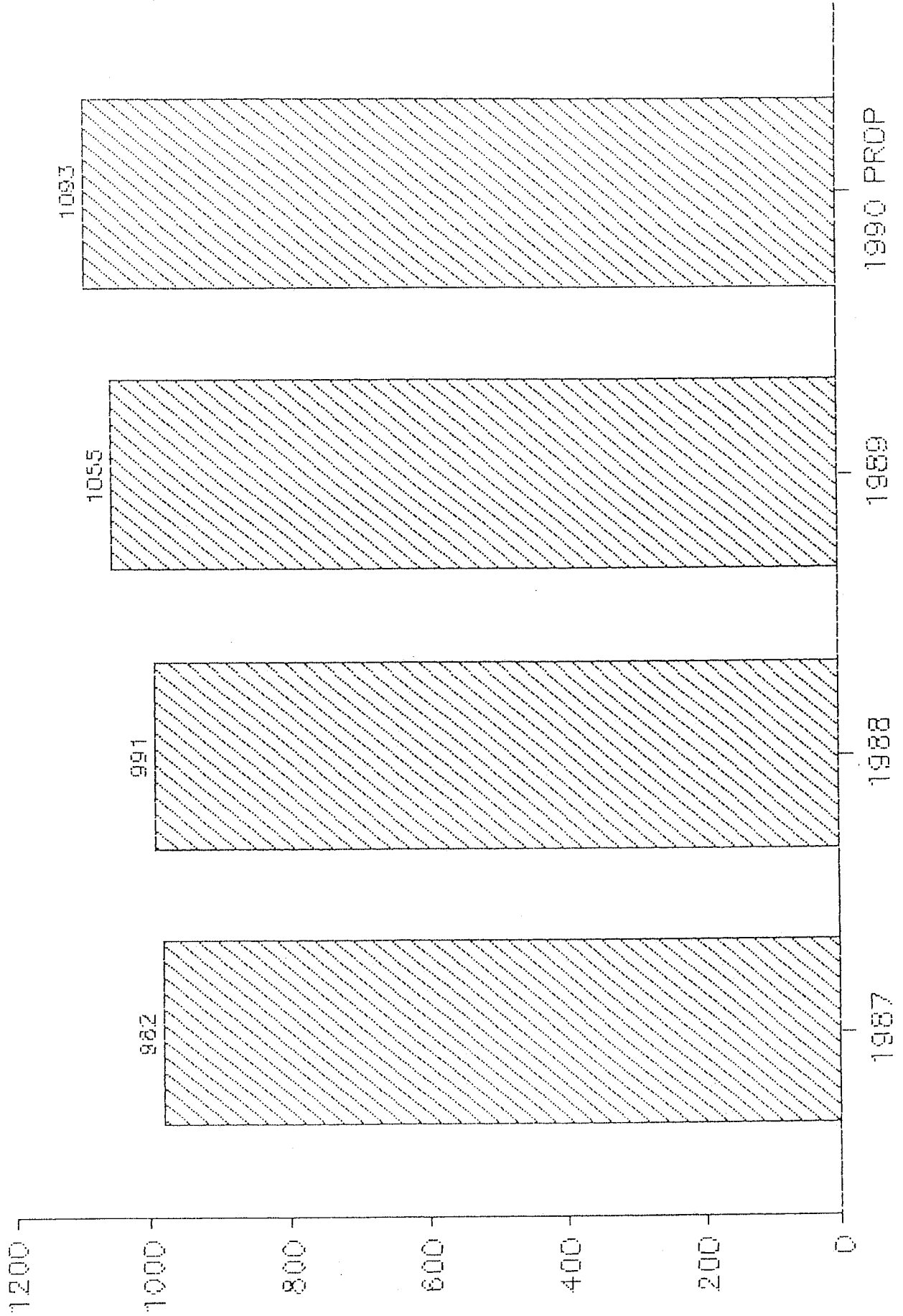
<u>FUNDS</u>	<u>BUDGET TOTALS</u>
GENERAL	\$ 1,093,356
201 PARK AND REC PROGRAM	11,610
202 STORM SEWER	28,600
601 SANITARY SEWER	558,000
602 WATER	8,700
603 RESCUE SERVICES	<u>41,200</u>
	\$ 1,741,466

5 YEAR CAPITAL IMPROVEMENT FUND BUDGET

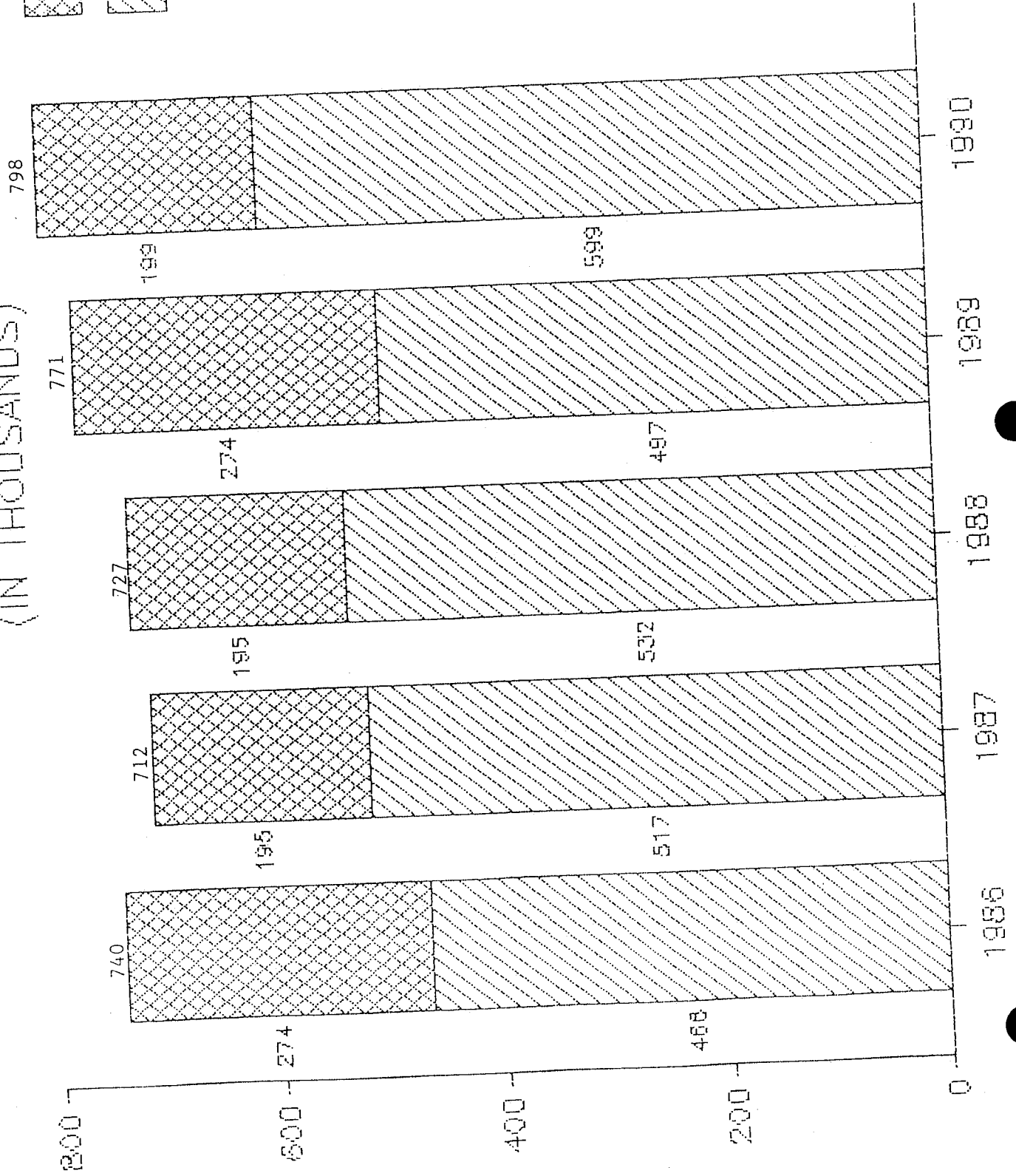
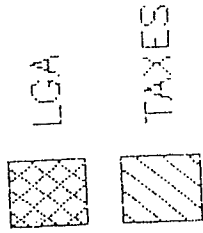
1990 - 1994

ADMINISTRATION	\$ 78,000
FIRE & RESCUE	360,936
PUBLIC WORKS	106,500
PARKS & RECREATION	<u>1,066,000</u>
TOTAL	\$1,611,436

CITY BUDGET (IN THOUSANDS)

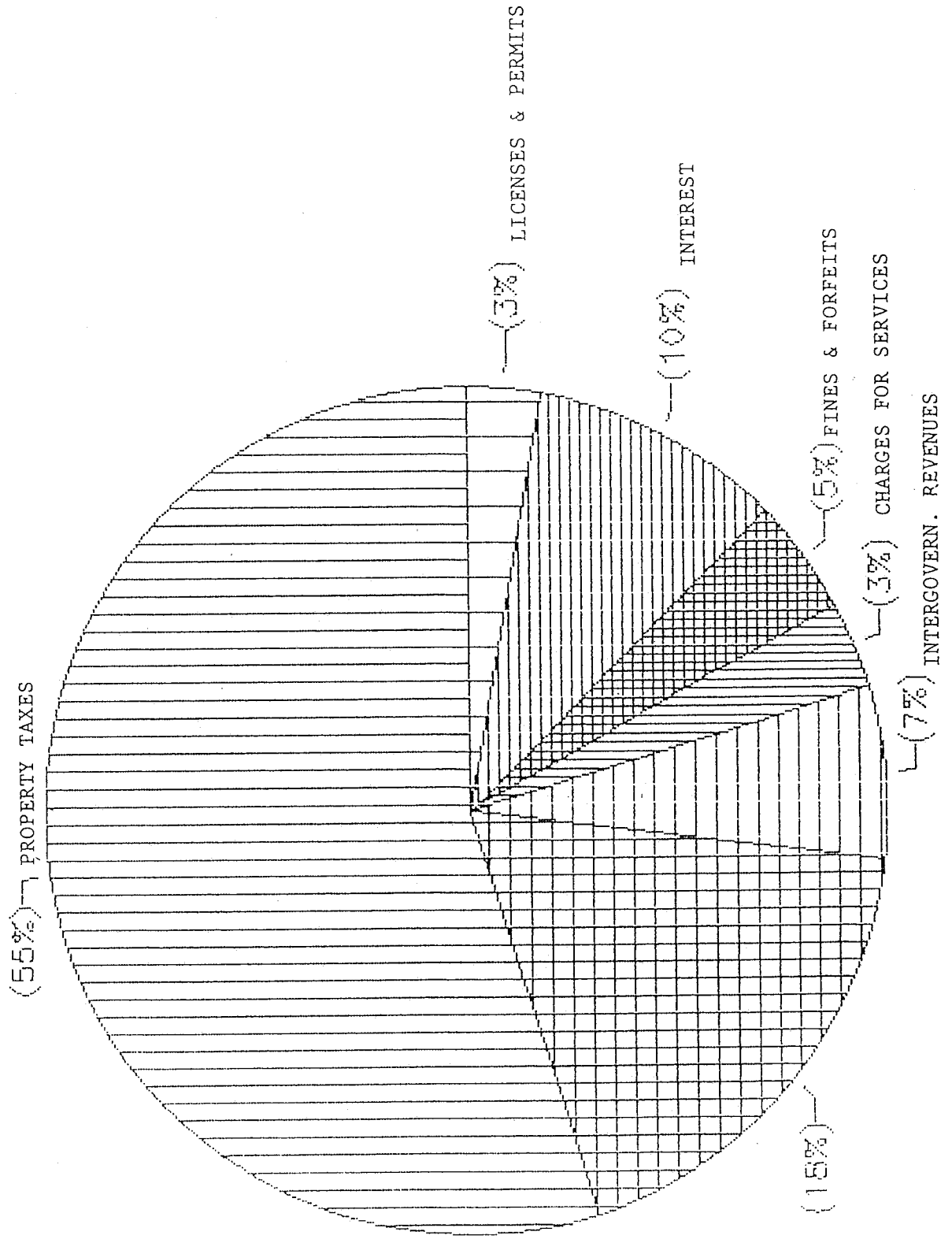


PROPERTY TAXES & LGA (IN THOUSANDS)

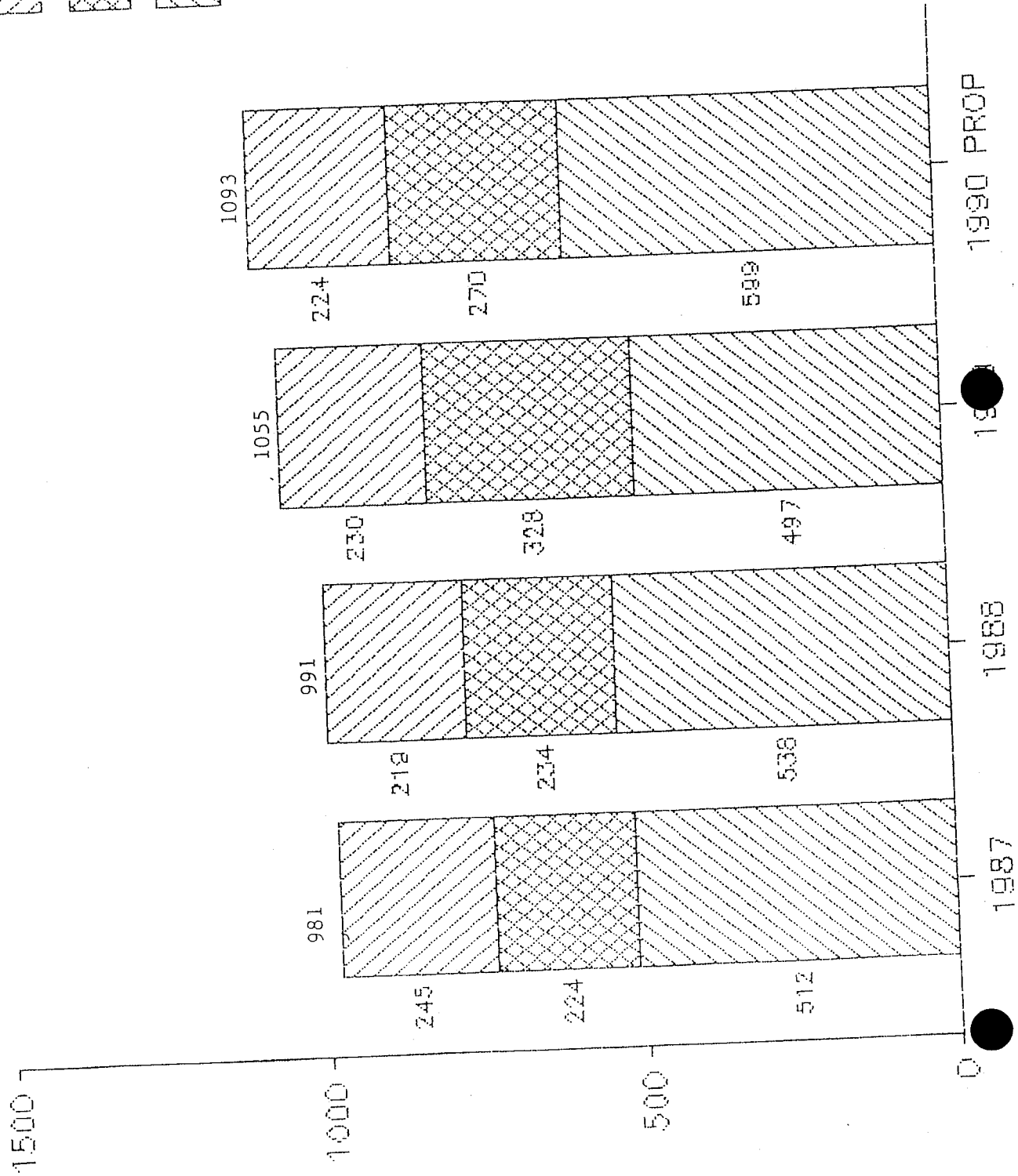
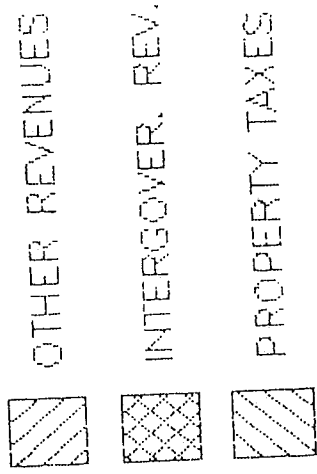


1990 TOTAL REVENUES BY CLASSIFICATION

TOTAL PROPOSED REVENUES: \$1,093,358

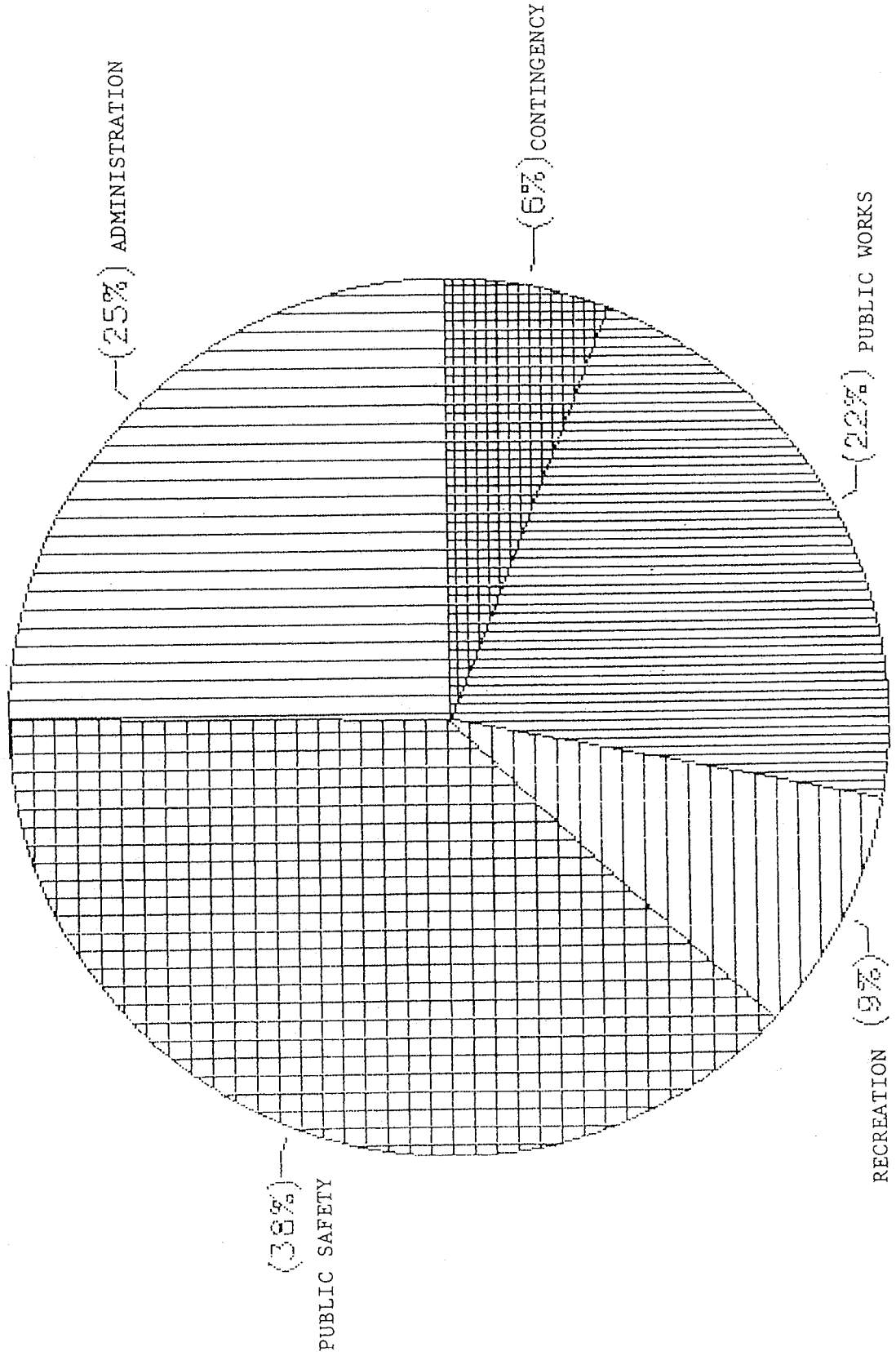


REVENUES BY CLASSIFICATION (IN THOUSANDS)

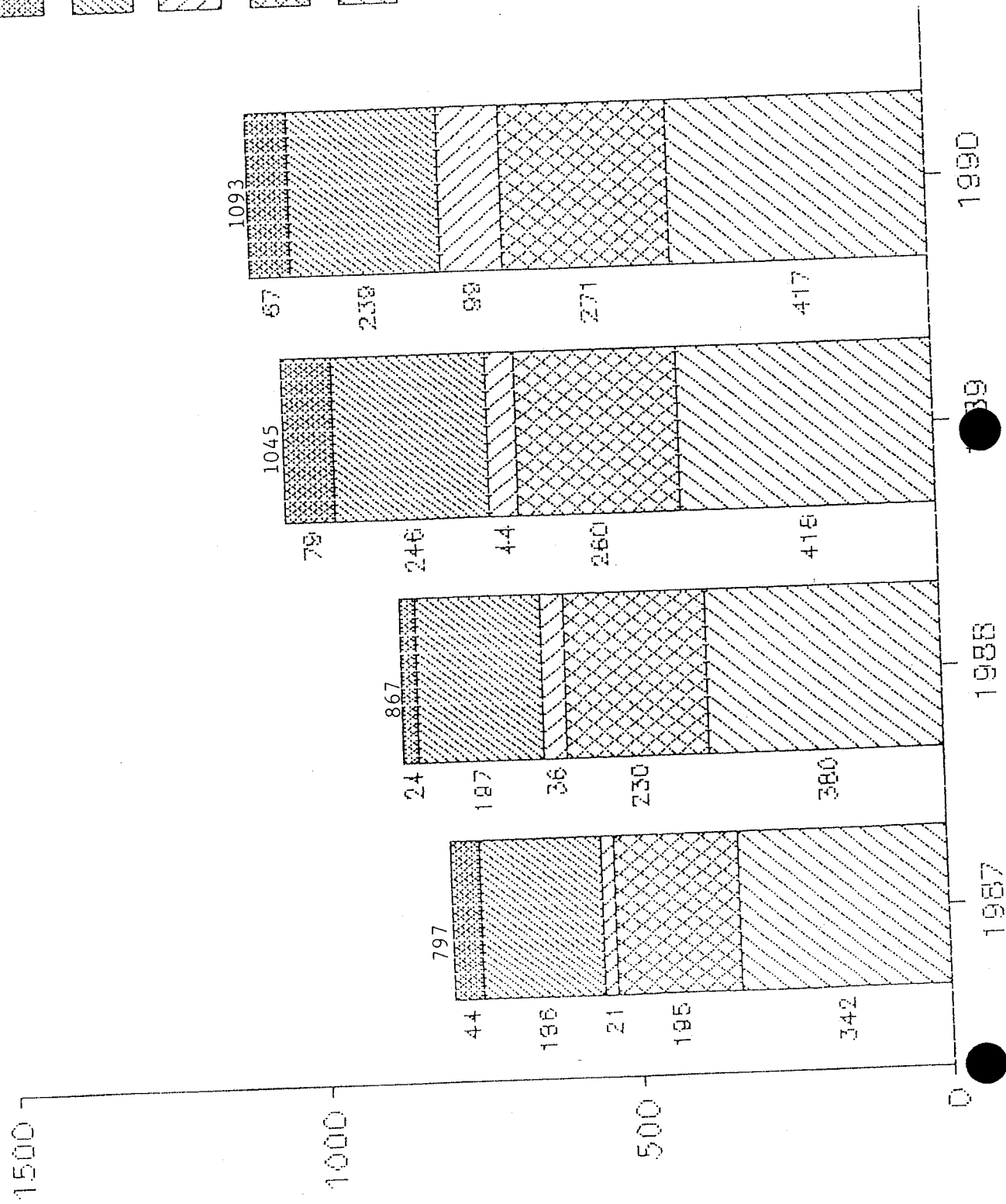
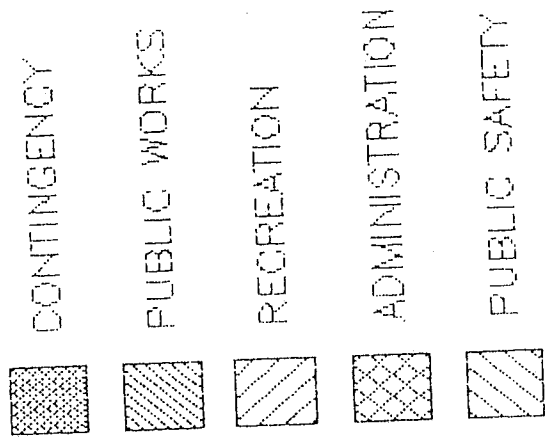


1990 TOTAL EXPENDITURES BY DEPARTMENT

TOTAL PROPOSED EXPENDITURES: \$1,093,356

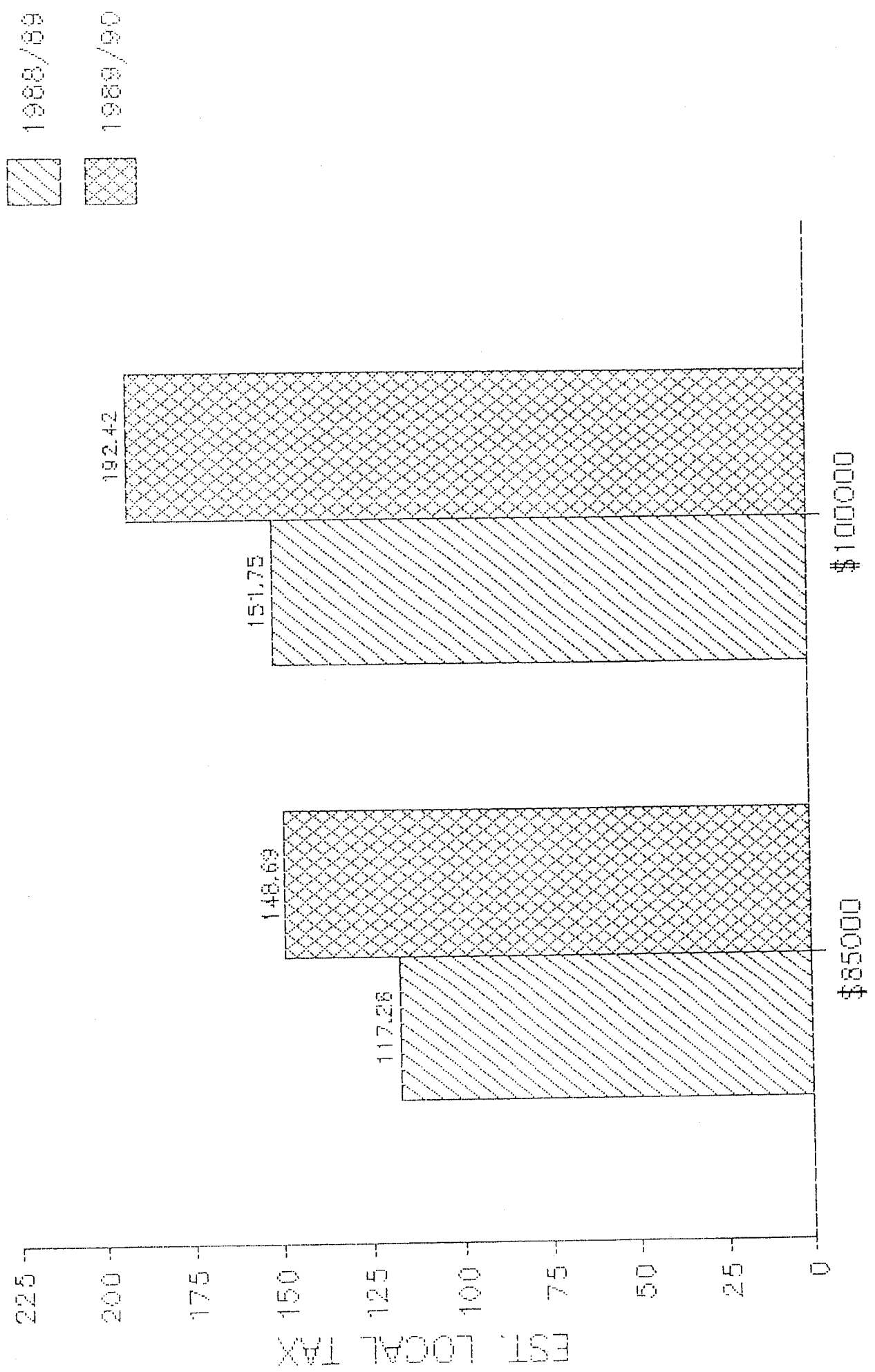


TOTAL EXPENDITURES BY DEPARTMENT (IN THOUSANDS)



ESTIMATED LOCAL TAX ON RESIDENTIAL PROPERTY

WITH AN \$85,000 & \$100,000 EST. MARKET VALUE



1990 GENERAL FUND BUDGET

1990 REVENUE BUDGET GENERAL FUND 1990 PROPOSED BUDGET

ACT.	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	ORIGINAL	REVISED #1	REVISED #2
	GENERAL PROPERTY TAXES							
0111	CURRENT AD VALOREM TAX	516561	532341	497057	3941	485800	497057	599411
0112	DELINQUENT AD VALOREM	-4541	6079		826			
	TOTAL TAXES	512020	538420	497057	10767	485800	497057	599411
	LICENSES & PERMITS							
0110	CONTRACTOR LICENSES	10672	9205	8000	5055	2500	2500	2500
0121	ON SALE LIQUOR LICENSES	4056	6500	4200		4200	4200	4200
0123	WINE LICENSES	4000	4750	4300		4300	4300	4300
0130	CIGARETTE & AMUSEMENT LIC	555				1100	1100	1100
0140	MISC. BUSINESS LICENSE	10826	9192	6450	3616	2200	2200	2200
0210	BUILDING PERMITS	3907	4820	3300	893	9800	9800	9800
0220	MECHANICAL PERMITS	680	1875	1200	1104	5500	5500	5500
0230	PLUMBING PERMITS	6198	5245	4050	476	1000	1000	1000
0240	OTHER PERMITS	293	245		110	100	100	100
0270	DOG LICENSES							
	TOTAL LICENSES & PERMITS	41187	41832	31500	11254	31400	31400	31400
	INTERGOVERNMENTAL REVENUE							
3400	STATE GRANTS & AIDS	195007	195005	274253		308621	308621	199010
3430	MINN STATE AID	5511	3810	3600	1905	3400	3400	3400
3440	INSURANCE PREMIUM FIRE	23661	25058	25000		27000	27000	27000
3610	COUNTY GRANT RECYCLING		2091	15764	5656	31020	31020	31020
3700	CABLE TV FRANCHISE FEES		8194	9244	9989	10000	10000	10000
	TOTAL INTERGOVERN. REVE.	224179	234158	327861	17550	380041	380041	270430
	CHARGES FOR SERVICES							
34110	CITY HALL RENT	6335	5365	5000	2960	3500	3500	3500
34120	PLAN CHECK FEES							
34130	DUMP FEES							
34140	SPECIAL ASSESSMENT SEARCH	960	760		1152	1200	1200	1200
34150	VARIANCES	421	100		360	700	700	700
34160	ADMINISTRATIVE FEES	660	526	500	100	150	150	150
34210	LAUDERDALE FIRE	12890	23540	25000	13218	25000	30000	30000
34221	FALSE ALARMS - FIRE	350	1800	1500	645	120	120	120
34222	FALSE ALARMS - SECURITY					1080	1080	1080
	TOTAL CHARGES FOR SERVICE	21616	32091	32000	18571	31850	36850	36850
	FINES & FORFEITS							
35110	COURT FINES	47667	53368	50000	19044	50000	50000	50000
35110	SPECIAL ASSESSMENTS	21737	22347	10000	2656			
	TOTAL FINES & FORFEITS	69404	75715	60000	21700	50000	50000	50000
	MISCELLANEOUS							
36211	INTEREST ON INVESTMENTS	107627	65292	103000	42578	96980	96980	96980
36400	MISCELLANEOUS	5480	3346	4000	630	1028	1028	1028
39200	TRANSFER FOR DEBT							
	TOTAL MISCELLANEOUS	113107	68629	107000	43208	98008	98008	105265
	TOTAL REVENUE	981513	990954	1053419	123050	1077099	1093356	1093356

1990 EXPENDITURE BUDGET GENERAL FUND

DEPT. #	DEPARTMENT TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 ORIGINAL	1990 PROPOSED
	ADMINISTRATION						
111	LEGISLATIVE	33538	35523	35350	19701	36666	36666
112	ADMINISTRATION	121804	149178	167191	93905	137630	141016
113	FINANCE	4875	5700	6000	5748	26130	26516
114	LEGAL	9620	9683	14000	3835	14000	14000
115	ELECTIONS	625	2043	950	101	10482	10493
116	COMMUNICATIONS	8122	5749	11744	4758	10168	10668
117	PLANNING & INSPECTIONS	16703	21824	24675	7724	31187	31192
118	HUMAN RIGHTS	75	493	425	398	475	475
	TOTAL ADMINISTRATION	195362	230193	260335	136170	266738	271026
	PUBLIC SAFETY						
121	CIVIL DEFENSE	487	1108	365	129	3827	3832
122	POLICE	221366	227629	220113	123375	247986	247986
123	PROSECUTION	9843	19047	15000	8126	20000	20000
124	FIRE FIGHTING	78782	96473	152742	32720	96278	111973
125	FIRE PROTECTION	30772	35310	26940	17751	32231	32276
126	ANIMAL CONTROL	447	686	800	125	700	700
	TOTAL PUBLIC SAFETY	341697	380253	415960	182226	401022	416767
	PUBLIC WORKS						
131	BUILDING & GROUNDS	25644	29862	25800	14319	32143	32152
132	STREETS	131697	140449	168726	69000	120091	123128
133	ENGINEERING	21468	9086	13000	5110	13000	13000
134	TREE PROGRAM	16841	11011	21000	5135	26808	26815
135	SOLID WASTE	0	6525	17959	10570	44039	44052
	TOTAL PUBLIC WORKS	195650	196933	246485	104134	236081	239147
	RECREATION						
141	PARK & RECREATION ADMIN.	7707	13520	15084	8505	30826	30833
142	PARK MAINTENANCE	12814	22694	28956	15450	68506	68534
	TOTAL RECREATION	20521	36214	44040	23955	99332	99367
	MISCELLANEOUS						
192	CONTINGENCY	43766	24463	79165	8291	93926	67049
	TOTAL MISCELLANEOUS	43766	24463	79165	8291	93926	67049
	TOTAL GENERAL FUND EXPENDITURES	796996	868056	1045985	454776	1097099	1093356

1990 PARK AND RECREATION FUND BUDGET

ACCT. #	1987 FUND		1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
	1987 ACTUAL	FUND					
PARK & RECREATION PROGRAM							
ACCT. TITLE							

GENERAL PROPERTY TAXES							
30111	0	0	0	0	0	0	0
30112	0	0	0	0	0	0	0
TOTAL TAXES							

CHARGES FOR SERVICES							
34310	3786	6887	5000	5348	7000	7000	7000
34320				75	100	100	100
34340							
TOTAL CHARGES FOR SERVICE							

MISCELLANEOUS							
36211	0	0	0	0	1000	1000	1000
39200	0	0	0	0	3510	3510	3510
TOTAL MISCELLANEOUS							

TOTAL REVENUE							

	3786	6887	5000	5423	11610	11610	11610

FUND 201 PK & REC PROGRAM FD
DEPARTMENT 201 PK & REC PROG.

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
WAGES, SALARIES, & COMPEN.							
60520	PART TIME EMPLOYEES				6103	9650	9650
60530	SEASONAL EMPLOYEES	6994	7425	6500			
64011	PERA CONTRIBUTIONS				140		140
64012	FICA CONTRIBUTIONS						
64013	ICMA CONTRIBUTIONS						
64031	HOSPITALIZATION						
64032	DENTAL						
64033	LONG-TERM DISABILITY						
64034	LIFE						
	TOTAL WAGES, SALARIES, & COMP	6994	7425	6500	6103	9790	9790
MATERIALS & SUPPLIES							
70100	OFFICE SUPPLIES				1111	120	120
70300	RECREATION SUPPLIES	1424	3005	1000		1000	1000
70420	NEWSLETTERS						
70500	POSTAGE					500	500
73000	TOOLS & EQUIPMENT						
	TOTAL MATERIALS & SUPPLIES	1424	3005	1000	1111	1620	1620
OTHER SERVICES & CHARGES							
80100	ENGINEER						
85010	COMMUNICATIONS						
85020	ELECTRIC						
85040	WATER						
86010	MILEAGE						
86020	TRAINING						
86110	MEMBERSHIPS						
86120	SUBSCRIPTIONS						
86130	MEETINGS						
86500	CONTRIBUTIONS						
87120	REPAIR COMMUNITY PARK BUILDING				517		
87400	RENTAL OF BUILDINGS	498		1500		200	200
87500	RENTAL OF EQUIPMENT			200			
88000	INSURANCE & BONDS						
89000	MISCELLANEOUS						
	TOTAL OTHER SERVICES & CHARGE	0	498	1700	517	200	200
CAPITAL OUTLAY							
90100	FURNITURE & EQUIPMENT						
91000	MACHINERY & EQUIPMENT						
92000	OTHER IMPROVEMENTS						
	TOTAL CAPITAL OUTLAY	0	500	500	627	0	0
	TOTAL 201 EXPENDITURES	8418	11428	9700	8358	11610	11610

1990 STORM SEWER FUND BUDGET

ACCT. #	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
1990 REVENUE BUDGET						
STORM SEWER FUND						
ACCT. TITLE						

	20568	24672	25000	13370	25000	25000
36510		57				
36520						
36530						
	20568	24729	25000	13370	25000	25000

	20568	24729	25000	13370	25000	25000
TOTAL CHARGES FOR SERVICE						

				1451	1800	1800
MISCELLANEOUS						
36211	1895	2327				
36400						
	1895	2327	0	1451	1800	1800

	1895	2327	0	1451	1800	1800
TOTAL MISCELLANEOUS						

	24358	29383	25000	16272	28600	28600

	24358	29383	25000	16272	28600	28600
TOTAL REVENUE						

FUND 202 STORM SEWER
DEPARTMENT 202 STORM SEWER

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
	WAGES, SALARIES, & COMPEN.						
60100	REGULAR SALARIES	273	0	0	0	0	0
60520	PART TIME EMPLOYEES						
61000	OVERTIME WAGES						
64011	PERA CONTRIBUTIONS						
64012	FICA CONTRIBUTIONS	18	17	100	73	100	100
64013	ICMA CONTRIBUTIONS						
64031	HOSPITALIZATION	18	86	100	73	100	100
64032	DENTAL						
64033	LONG-TERM DISABILITY						
64034	LIFE						
	TOTAL WAGES, SALARIES, & COMP	273	0	0	0	0	0
	MATERIALS & SUPPLIES						
73000	TOOLS & EQUIPMENT						
74000	MOTOR FUEL & LUBRICANTS	18	69	100	73	100	100
	TOTAL MATERIALS & SUPPLIES	18	86	100	73	100	100
	OTHER SERVICES & CHARGES						
80100	ENGINEER	2105	861	500	500	500	500
85020	ELECTRIC						
86500	CONTRIBUTIONS	8933	7933	10050	4152	10000	10000
87090	REPAIR EQUIPMENT	443	16				
89000	MISCELLANEOUS						
	TOTAL OTHER SERVICES & CHARGE	11481	8810	10550	4152	10500	10500
	CAPITAL OUTLAY						
90100	FURNITURE & EQUIPMENT						
91000	MACHINERY & EQUIPMENT						
97100	RESERVE FOR FUTURE EXPENSES	0	0	0	0	18000	18000
	TOTAL CAPITAL OUTLAY	0	0	0	0	18000	18000
	TOTAL 202 EXPENDITURES	11772	8896	10650	4225	28600	28600

1990 SANITARY SEWER BUDGET

1990 REVENUE BUDGET SANITARY SEWER FUND		1988		1989		1990	
ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
	CHARGES FOR SERVICES						
34160	ADMINISTRATIVE FEES	1050	550				
37110	SANITARY SEWER CHARGE	416336	484256	535000	224657	535000	535000
37120	PENALTIES	2043	739				
37130	OTHER						
	TOTAL CHARGES FOR SERVICE	419429	485545	535000	224663	535000	535000
	MISCELLANEOUS						
36211	INTEREST ON INVESTMENTS	1302	35259		17926	23000	23000
36400	MISCELLANEOUS	1302	35259	0	17926	23000	23000
	TOTAL MISCELLANEOUS						
	TOTAL REVENUE	420731	520804	535000	242589	558000	558000

FUND 601 SANITARY SEWER
DEPARTMENT 601 SANITARY SEWER

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
WAGES, SALARIES, & COMPEN.							
60100	REGULAR SALARIES	22342	24242	23620	11862	30446	30446
60520	PART TIME EMPLOYEES	576	2987	2500	455	4773	4773
61000	OVERTIME WAGES						
64011	PERA CONTRIBUTIONS	928	867	962	504	1364	1364
64012	FICA CONTRIBUTIONS	1560	1476	1668	892	2282	2282
64013	ICMA CONTRIBUTIONS						
64031	HOSPITALIZATION	3030	3330	3785	2174	4680	4680
64032	DENTAL						
64033	LONG-TERM DISABILITY						57
64034	LIFE						
TOTAL WAGES, SALARIES, & COMP		28436	32902	32535	15887	43545	43602
MATERIALS & SUPPLIES							
70100	OFFICE SUPPLIES	25	1880	250	558	500	500
70110	PROGRAM SUPPLIES					200	200
70500	POSTAGE	700	700	750	400	750	750
73000	TOOLS & EQUIPMENT	14	541	400	400	400	400
74000	MOTOR FUEL & LUBRICANTS	194	210	200	849	350	350
TOTAL MATERIALS & SUPPLIES		933	3331	1600	1807	2200	2200
OTHER SERVICES & CHARGES							
80100	ENGINEER		1900	4000	1800	2000	2000
80310	AUDIT	1625	156	175	255	4000	4000
85020	ELECTRIC	143				500	500
85060	METRO SEWER CHARGES	329952	380580	487542	284399	475395	475395
85010	MILEAGE		60	100	64	100	100
86030	CONFERENCES & SCHOOLS						
86110	MEMBERSHIPS						
SUBSCRIPTIONS							
86500	CONTRIBUTIONS		2392	1800			
87013	REPAIR SEWER JETTER	7033	1848	1000		1700	1700
87090	REPAIR EQUIPMENT	601	371	380	185	400	400
87092	REPAIR RADIOS	360					
87500	RENTAL OF EQUIPMENT	471					
87600	DEPRECIATION EXPENSE	22000	24049	400	400	25000	25000
88000	INSURANCE & BONDS	324		1500		400	400
89000	MISCELLANEDUS	1071				1500	1500
TOTAL OTHER SERVICES & CHARGE		363580	411356	496897	287103	510996	510996
CAPITAL OUTLAY							
90100	FURNITURE & EQUIPMENT		14503				
91000	MACHINERY & EQUIPMENT	12615					
94000	BOND PRINCIPAL						
94500	BOND INTEREST						
94900	BOND FEES					1259	1202
97100	RESERVE FOR FUTURE EXPENSES				0	1259	1202
TOTAL CAPITAL OUTLAY		12615	14503	0	0	1259	1202
TOTAL 601 EXPENDITURES		405564	462092	531032	304797	558000	558000

1990 WATER FUND BUDGET

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
	CHARGES FOR SERVICES						
34160	ADMINISTRATIVE FEES	7635	12776		3965	8000	8000
38010	WATER CHARGE						
38020	PENALTIES	1097	558	100	115		
38030	OTHER						
	TOTAL CHARGES FOR SERVICE	8732	13334	100	4080	8000	8000
	MISCELLANEOUS						
36211	INTEREST ON INVESTMENT		1252		483	700	700
	TOTAL MISCELLANEOUS	0	1252	0	483	700	700
	TOTAL REVENUE	8732	14586	100	4563	8700	8700

FUND 602 WATER
DEPARTMENT 602 WATER

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
WAGES, SALARIES, & COMPEN.							
60100	REGULAR SALARIES	0	0	0	0	0	0
60520	PART TIME EMPLOYEES						
61000	OVERTIME WAGES						
64011	PERA CONTRIBUTIONS						
64012	FICA CONTRIBUTIONS						
64013	ICMA CONTRIBUTIONS						
64031	HOSPITALIZATION						
64032	DENTAL						
64033	LONG-TERM DISABILITY						
64034	LIFE						
TOTAL WAGES, SALARIES, & COMP							
MATERIALS & SUPPLIES							
70100	OFFICE SUPPLIES						
70430	FORMS						
70500	POSTAGE						
73000	TOOLS & EQUIPMENT						
74000	MOTOR FUEL & LUBRICANTS						
TOTAL MATERIALS & SUPPLIES							
OTHER SERVICES & CHARGES							
80100	ENGINEER	96					
80310	AUDIT						
85020	ELECTRIC						
85060	METRO SEWER CHARGES						
86010	MILEAGE						
86030	CONFERENCES & SCHOOLS						
86110	MEMBERSHIPS						
86120	SUBSCRIPTIONS						
86130	MEETINGS						
86500	CONTRIBUTIONS	52671		8000		8000	8000
87090	REPAIR EQUIPMENT						
87500	RENTAL OF EQUIPMENT						
87600	DEPRECIATION EXPENSE						
88000	INSURANCE & BONDS	372		700		700	700
89000	MISCELLANEOUS						
TOTAL OTHER SERVICES & CHARGE							
		53139	0	8700	0	8700	8700
CAPITAL OUTLAY							
90100	FURNITURE & EQUIPMENT						
91000	MACHINERY & EQUIPMENT						
92000	OTHER IMPROVEMENTS						
94000	BOND PRINCIPAL						
94500	BOND INTEREST						
94900	BOND FEES						
TOTAL CAPITAL OUTLAY							
		0	0	0	0	0	0
TOTAL 602 EXPENDITURES							
		53139	0	8700	0	8700	8700

1990 RESCUE SERVICES FUND BUDGET

ACCT. #	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
1990 REVENUE BUDGET						
RESCUE SERVICES FUND						
ACCT. TITLE						

CHARGES FOR SERVICES						
34160	25838	26713	28000	9996	20000	20000
37510		7565		8023	16000	16000
37520						
37530						
37540						
	25838	34278	28000	18019	36000	36000

	TOTAL CHARGES FOR SERVICE					
MISCELLANEOUS						
36211				366	4000	4000
36230	962	3461			1200	1200
36400						
	962	3461	0	366	5200	5200
	TOTAL MISCELLANEOUS					
	26800	37739	28000	18385	41200	41200
	TOTAL REVENUE					

FUND 603 RESCUE SERVICES
DEPARTMENT 603 RESCUE SERVICES

ACCT. #	ACCT. TITLE	1987 ACTUAL	1988 ACTUAL	1989 BUDGET	1989 JUNE YTD	1990 REQUESTED	1990 BUDGET
WAGES, SALARIES, & COMPEN.							
60100	REGULAR SALARIES			7140		7140	7140
61510	DRILL COMPENSATION					14000	14000
61530	RESCUE COMPENSATION	10689	13079	13650	6252		
61540	SLEEPER COMPENSATION					1512	1512
61550	OFFICER COMPENSATION	1436	1464	1512	756	320	320
64011	PERA CONTRIBUTION					255	255
64012	FICA CONTRIBUTION					1260	1260
64031	HOSPITALIZATION						13
64033	LONG-TERM DISABILITY						
TOTAL WAGES, SALARIES, & COMP		12125	14543	15162	7008	24487	24500
MATERIALS & SUPPLIES							
70100	OFFICE SUPPLIES	1093	1566	1624	445	1700	1700
70200	RESCUE SUPPLIES	54	15	30		30	30
70500	POSTAGE						
73000	TOOLS & EQUIPMENT	404	434	530	143	600	600
74000	MOTOR FUEL & LUBRICANTS		23	520	112	520	520
77000	CLOTHING						
TOTAL MATERIALS & SUPPLIES		1551	2038	2704	700	2850	2850
OTHER SERVICES & CHARGES							
80210	COURT FEES	251	231	500	45	250	250
81900	MISC. CONTRACTUAL SERVICES			290	272	275	275
86010	MILEAGE						
86020	TRAINING		200				
86030	CONFERENCES & SCHOOLS	1087	645	900	543	1200	1200
86110	MEMBERSHIPS	144		150		150	150
86130	MEETINGS						
MEDICAL EXAMINATIONS							
87025	REPAIR 79 AMBULANCE		405			500	500
87026	REPAIR 79 AMBULANCE EQUIPMENT	1139	897	1000	35	500	500
87027	REPAIR 90 AMBULANCE					100	100
87028	REPAIR 90 AMBULANCE EQUIPMENT						
87029	OTHER EQUIPMENT						
87092	RADIOS	864	951	898	83	500	500
87130	MAINTENANCE OF FIRE HALL						
87600	DEPRECIATION					6845	6845
88000	INSURANCE & BONDS						
89000	MISCELLANEOUS	334	152				
TOTAL OTHER SERVICES & CHARGE		3819	3481	3738	978	10320	10320
CAPITAL OUTLAY							
90100	FURNITURE & EQUIPMENT						
91000	MACHINERY & EQUIPMENT						
92000	OTHER IMPROVEMENTS	800	501			3543	3530
97000	RESERVE FOR FUTURE EXPENSES						
TOTAL CAPITAL OUTLAY		800	501	0	0	3543	3530
TOTAL 603 EXPENDITURES		18295	20563	21604	8686	41200	41200

CITY OF FALCON HEIGHTS
CAPITAL IMPROVEMENT PROGRAM
1990 - 1994

PROPOSED
9/89
JW
TK

1990 - 1994 CIP FINANCING PLAN SUMMARY

FINANCIAL SOURCES	ADMINISTRATION	FIRE & RESCUE	PUBLIC WORKS	PARK & RECREATION	TOTAL
1989 CAPITAL NOTES (1990 TO 1992)	32000	255436	38500		325936
1994 BONDING/OTHER FINANCING	12500		11000	32000	55500
DONATIONS/GRANTS				178000	178000
CAPITAL IMPROVEMENT FUNDS					
PARK & RECREATION				454000	454000
PUBLIC WORKS		44200			44200
FIRE & RESCUE	81500				81500
GENERAL	17500				17500
GENERAL FUND RESERVE				500000	500000
STORM SEWER			5000		5000
SAN. SEWER	15500		7000		22500
SALVAGE VALUE	500	24000	800	2000	27300
TOTAL	78000	360936	106500	1166000	1711436

	CAPITAL IMPROVEMENT	% OF TOTAL CAPITAL IMPROV
PARK & RECREATION	454000	76
PUBLIC WORKS	44200	7.4
FIRE & RESCUE	81500	13.6
GENERAL	17500	3
	597200	100

1990 - 1994 CIP FINANCING
IMPROVEMENT NEEDS

CAPITAL IMPROVEMENT FUND	5-YEAR NEEDS	PERCENTAGE	FUTURE NEEDS	TOTAL	PERCENTAGE OF TOTAL
ADMINISTRATION	78000	4.6	52000	130000	4
FIRE & RESCUE	360936	21.1	360000	720936	23
PUBLIC WORKS	106500	6.2	20000	126500	4
PARK & RECREATION	1156000	68.1	1020000	2186000	69
TOTAL CAPITAL OUTLAY	1711436	100	1452000	3163436	100

CAPITAL IMPROVEMENT NEEDS

CAPITAL IMPROVEMENT FUNDS	FUNDS AVAILABLE	20% SAFETY NET	C. I. FUNDS 5 YR NEEDS	TOTAL NEEDS	NET NEEDS	1990 BALANCE NEEDED
GENERAL IMPROVEMENT	145222	136336	17500	153836	-8614	1722.8
PUBLIC WORKS	54702	36762	44200	80962	-26260	5252
FIRE & RESCUE	283959	21706	81500	103206	180753	0
PARKS & RECREATION	294816	8386	454000	462386	-167570	33514
TOTAL	778699	203190	597200	800390	-21691	40488.8

1990 PROPOSED COMPENSATION PLAN
CITY OF FALCON HEIGHTS
(Rec: *Add 3% Across The Board)

Pay Ranges for Full-Time and Regular Part-Time Employees

Each pay range in the table consists of a basic monthly rate. Non-exempt employees are paid on an hourly rate and exempt employees are paid on an annual salary basis.

	POINTS	RANGE	STEP 1	STEP 2	STEP 3	EXCEPTIONAL PERFORMANCE RANGE
A.						
	125	1	1566	1652	1740	1741 - 1858
<u>Non-Exempt Classification</u> Secretary						
	149	2	1662	1755	1848	1849 - 2033
Maintenance Worker						
	213	3	1903	2010	2116	2117 - 2328
Public Works Foreman						
B.						
<u>Exempt Admin. Classification</u> City Clerk	228	1	1972	2082	2191	2192 - 2409
Fire Marshal	228					
C.						
<u>Exempt Professional Classification</u> Parks, Recreation & Comm. Services Dir.	250	2	2039	2153	2266	2267 - 2493
City Accountant	250					
City Planner	250					
D.						
<u>Exempt Executive Classification</u> City Administrator	483	3	2760	3005	3250	3251 - 3737

1990 PROPOSED PERSONNEL COSTS

EMPLOYEES	1990 TOTAL PAY	EMPLOYER INSURANCE	EMPLOYER PERR/ICMS	EMPLOYER FICA/MED	TOTAL PAYROLL
P. W. FORMAN	27008.00	3651.00	1209.96	2066.11	33935.07
MAINTENANCE WORK	21347.00	3641.00	956.35	1633.05	27577.40
CITY ADMINIST.	40973.00	1696.00	1835.55	3134.36	47837.91
CITY CLERK	25207.00	3649.00	1129.27	1928.34	31913.61
SECRETARY	18806.00	3635.00	842.51	1438.66	24722.17
CITY ACCOUNTANT	24402.00	3645.00	1093.21	1866.75	31006.96
SECRETARY	15210.00		681.41	1114.35	17005.76
FIRE MARSHAL	26020.00	3650.00	3122.40	377.29	33169.69
CITY PLANNER	5938.00		266.00	86.10	6290.10
PK & REC DIRECTOR	11306.00		506.51	854.91	12677.42
SUB-TOTAL	216216.00	23767.00	11643.17	14509.92	266136.09
P. T. P. W.	7397.00			107.26	7504.26
CABLE TECH.	600.00				600.00
CITY FORESTOR	2000.00				2000.00
DUMP EMPLOYEES	900.00				900.00
FIRE FIGHTERS	60448.00				60448.00
INTERN	4886.00			70.85	4956.85
P. T. SECRETARY	4200.00			60.90	4260.90
REC HELP	9650.00			139.93	9789.93
SUB-TOTAL	90061.00	.00	.00	378.94	90459.94
TOTAL	306297.00	23767.00	11643.17	14888.86	356596.03
90 PROPOSED CHANGE					
FULL-TIME SECRETARY	18800.00	3635.00	842.24	1373.77	24651.01
LESS PART-TIME SECRETARY	-15210.00		-681.41	-1114.35	-17005.76
SUMMER SECRETARY	-4200.00			-60.90	-4260.90
INCREASE PART-TIME PUBLIC WORKS	6240.00			90.48	6330.48
BX RESERVE					
FOR SALARY INCREAS	17750.00		795.20	257.38	18802.58
TOTAL OF CHANGES	23380.00	3635.00	956.03	546.38	28517.41
TOTAL COMPENSATION	329677.00	27402.00	12599.20	15435.24	385113.44

Consent X

Agenda Item: E-1

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

DISBURSEMENTS

SUBMITTED BY:

Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

(A) Disbursements through 11/29/89, \$65,671.43

(B) Payroll from 11/1/89-11/15/89, \$10,040.12

ACTION REQUESTED:

GW

GENERAL DISBURSEMENTS

CHECK NO.	ISSUED TO	REASON	AMOUNT
22945	Roseville/F.H. Chamber	Chamber meeting	16.00
22946	AT&T Credit Corp.	Phone lease	127.73
22947	AT&T	Phone	67.66
22948	AT&T	Long distance calls	4.36
22949	Ameri-Star Lighting	Light bulbs	203.01
22950	Brighton Excavating Co.	Dirt for drain	32.50
22951	Buetow & Assoc.	Architectural service, Park Bldg.	257.24
22952	Dorothy Bianchi	Election judge salary	41.06
22953	Gladys Brown	Election judge salary	41.98
22954	Bldg. Maintenance Service	Oct. cleaning	195.00
22955	Brighton Veterinary Hospital	October fees	25.00
22956	Browning-Ferris Ind.	Rubbish service, October	28.72
22957	Barton-Aschman Assoc.	Landscap architectural, engineering	6,088.57
22958	Champion Auto Store #238	Equipment repair	93.96
22959	C&G Office Products	Name plate-Sue Gehrz	15.89
22960	Cy's Uniforms	Badges	315.00
22961	Custom Fire Apparatus Inc.	Ladder holders	103.10
22962	Carol Carlson	Coffee & filters	43.35
22963	Emergency Medical Products	Monitoring electrodes	43.02
22964	Fleet Tech Service Corp.	Batteries for ambulance	193.40
22965	Gopher State One-Call	Location requests	25.00
22966	Dorothy Grittner	Election judge salary	36.50
22967	Hamline Hardware	Nails and gloves	10.27
22968	Hanco Corporation	Bobcat repair	9.57
22969	Insty Prints	Various printing jobs, newsletter, etc.	330.98
22970	Jensen, Hicken, Gedde & Scott	Oct. legal, Stratford office park	6,516.45
22971	Konica	Toner	35.00
22972	Carol Krieglner	Tapes for video	17.97
22973	Dick Larson	Nov. services per contract	350.00
22974	Lifesign Design	Hats for cadets	36.00
22975	Metropolitan Waste Control	Dec. services	40,628.45
22976	Maler Stewart & Assoc.	Oct. services	1,994.94
22977	Mike McPhillips	Fall streetsweeping	2,290.00
22978	Jill Moklebust	Fire Prevention poster winner	15.00

CHECK NO.	ISSUED TO	REASON	AMOUNT
22979	Mary McGuire	Election judge salary	40.15
22980	Gladys MacKnight	" "	41.98
22981	Assoc. of Metro Municipalities	Nov. meeting	20.00
22982	Metro Area Mgmt. Assoc.	Nov. meeting	10.00
22983	Midwest Business Products	Supplies	431.13
22984	NSP	Utilities	582.44
22985	Oxygen Service Company	Oxygen	47.27
22986	PERA	Additional life insurance	9.00
22987	PERA	Retirement	885.20
22988	Reflecto Products	Emblems-Fire Dept.	154.00
22989	Road Rescue Inc.	Supplies	691.04
22990	Ryder Student Transportation	Bus rental	69.00
22991	Flossie Richards	Election judge salary	39.24
22992	Laura Rust	Election judge salary	41.06
22993	RSVP	Contribution	25.00
22994	Ruth Sparrow	Election judge salary	41.06
22995	Marion Skweres	Election judge salary	44.71
22996	Barbara Shively	Election judge salary	41.06
22997	SuperCycle Inc.	Oct. recycling	1,492.20
22998	Snap On Tools Corp.	Misc. small tools	241.85
22999	Suburban Hardware	Battery, repair equip., tools	150.32
23000	Susan Hoyt Taff	Mileage	4.84
23001	Toll Company	Air	55.65
23002	United Laboratories	Tools and equipment	29.09
23003	U.S. West	Phone	495.41
23004	Janet Wiessner	Mileage	150.00
23005	Katherine Zimmerman	Mileage	2.60
23006	League of MN Cities	Policy mtg., Wiessner, Carlson	50.00

TOTAL: 65,671.43

Check Number	Employee Number	Employee Name	Pay Period	Pay Group	Pay Description	Check Amount	Check Date	Check Status
017921			0			0.00	15-Nov-89	VOID
017922			0			0.00	15-Nov-89	VOID
017923	000000002	Wiessner, Janet R.	21	01	semi-monthly	1,165.24	15-Nov-89	Outstanding
017924	000000004	Kriegler, Carol J.	21	01	semi-monthly	255.46	15-Nov-89	Outstanding
017925	000000011	Chenoweth, Shirley B.	21	01	semi-monthly	739.21	15-Nov-89	Outstanding
017926	000000020	Iverson, Terry D.	21	01	semi-monthly	810.42	15-Nov-89	Outstanding
017927	000000027	Morgan, Jay M.	21	01	semi-monthly	687.33	15-Nov-89	Outstanding
017928	000000035	Zimmerman, Katherine	21	01	semi-monthly	525.29	15-Nov-89	Outstanding
017929	000000038	Wright, Vincent D.	21	01	semi-monthly	793.63	15-Nov-89	Outstanding
017930	000000063	Phillips, Patricia A.	21	01	semi-monthly	637.17	15-Nov-89	Outstanding
017931	000000065	Kelly, Thomas R.	21	01	semi-monthly	802.69	15-Nov-89	Outstanding
017932	000000072	Carlson, Carol	21	01	semi-monthly	320.26	15-Nov-89	Outstanding
017933	000000075	PICKA, GEBRGE	21	01	semi-monthly	48.00	15-Nov-89	Outstanding
017934	000000079	Hoyt Taff, Susan L.	21	01	semi-monthly	448.74	15-Nov-89	Outstanding
017935	000000003	Baumann, Nicholas B.	11	02	monthly 1	239.50	15-Nov-89	Outstanding
017936	000000005	Berndt, Ross	11	02	monthly 1	116.25	15-Nov-89	Outstanding
017937	000000006	Bianchi, David P.	11	02	monthly 1	31.88	15-Nov-89	Outstanding
017938	000000007	Bianchi, Joseph D.	11	02	monthly 1	51.25	15-Nov-89	Outstanding
017939	000000008	Brown, Raymond F.	11	02	monthly 1	245.76	15-Nov-89	Outstanding
017940	000000013	Clarkin, Michael D.	11	02	monthly 1	69.50	15-Nov-89	Outstanding
017941	000000014	Dow, Michael J.	11	02	monthly 1	162.63	15-Nov-89	Outstanding
017942	000000015	Dowdell, Ralph L.	11	02	monthly 1	93.81	15-Nov-89	Outstanding
017943	000000016	Fuller, James D.	11	02	monthly 1	12.50	15-Nov-89	Outstanding
017944	000000018	Holmgren, John M. Sr.	11	02	monthly 1	85.63	15-Nov-89	Outstanding
017945	000000021	Kurnajetz, Clement M.	11	02	monthly 1	85.63	15-Nov-89	Outstanding
017946	000000022	LeMay, Dennis B.	11	02	monthly 1	142.63	15-Nov-89	Outstanding
017947	000000023	LeMay, Douglas	11	02	monthly 1	60.68	15-Nov-89	Outstanding
017948	000000024	Lindig, Leo	11	02	monthly 1	87.27	15-Nov-89	Outstanding
017949	000000025	McDermond, Cindy K.	11	02	monthly 1	10.63	15-Nov-89	Outstanding
017950	000000026	McNabb, Gerald	11	02	monthly 1	37.50	15-Nov-89	Outstanding
017951	000000032	Schaefer, Richard A.	11	02	monthly 1	25.63	15-Nov-89	Outstanding
017952	000000033	Schauffert, Craig F.	11	02	monthly 1	53.13	15-Nov-89	Outstanding
017953	000000034	Smida, Gail	11	02	monthly 1	18.75	15-Nov-89	Outstanding
017954	000000039	Morgan, Jay	11	02	monthly 1	61.00	15-Nov-89	Outstanding
017955	000000040	Kayser, Douglas	11	02	monthly 1	191.38	15-Nov-89	Outstanding
017956	000000042	Stolz, Steven P.	11	02	monthly 1	36.25	15-Nov-89	Outstanding
017957	000000045	Gilbert, Jerome J.	11	02	monthly 1	97.76	15-Nov-89	Outstanding
017958	000000046	Holmgren, John H. Jr.	11	02	monthly 1	366.50	15-Nov-89	Outstanding
017959	000000047	McNabb, Kevin	11	02	monthly 1	60.00	15-Nov-89	Outstanding
017960	000000049	Anderson, Kevin L.	11	02	monthly 1	175.76	15-Nov-89	Outstanding
017961	000000064	PETERSON, GREGORY B.	11	02	monthly 1	57.26	15-Nov-89	Outstanding
017962	000000069	Martinez, Joseph L.	11	02	monthly 1	90.01	15-Nov-89	Outstanding

Grand Total

10,040.12

Payroll

User Initials AJR
 Wednesday 15 November 1989 2:36 PM Start
 2:36 PM Finish

Buffer Name Checkhistory

Records Read 71
Records Selected 42
Number of Pages 2

Selected by Pay Group Number Not Equal To 3
 And Check Date Equal To 15-Nov-89
 And Check Number Equal To
 And Check Number Equal To

Sorted by Check Number No Totals No Page Breaks

Consent X

Policy

Agenda Item: E-2

Meeting Date: 11/29/89

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

COMMISSION MINUTES

SUBMITTED BY:

Various Commissions

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (A) Parks & Recreation Commission Minutes of 10/9/89
- (B) Solid Waste Commission Minutes of 11/2/89

ACTION REQUESTED:



Minutes for Oct. 9, 1989, Parks and Recreation Commission Meeting

Present: Linda McLoon, Bob Gehrz, Jyneen Thatcher, Lloyd Jacobson, Pat Bush, Carol Kriegler, Jean Suppes, Connie Lasser, Jeff Johnson

Carol explained that she and Jan Wiesner met with the University of Minnesota one year ago and discussed a 25 year lease, which was, at that time, no problem. Sue Weinberg is our contact at the U. The U indicated interest in selling the park properties. Now the U of M has contacted Falcon Heights and wants to lease at 8-12% of market value, possibly \$500,000, \$50-60,000/year.

Jan asked for continuation of lease at a nominal fee in a letter. By Wed., Oct. 11, the U of M will submit a letter to the Falcon Heights City Council.

The land is being appraised by the university. Linda suggested that a non-U of M appraiser be hired - would cost approximately \$2-3,000.

Pat- The students and faculty of the U of M use the park and that point needs to be made.

Bob- The city needs to contact Tom Getty, city attorney, and look into legal rights. The whole affair sets a precedent for the rest of FH/U of M lands.

Carol-Our Planner, Susan Hoyt-Taft, indicates that the person (Gus Donhowe) who is initiating the lease increase and/or sale doesn't have any interest in the surrounding community.

Carol-The building project is delayed until assurance of lease or sale.

Building specs are done and it's ready to put out to bid. It probably will go to the builder's exchange in the next 3 weeks. We don't have to accept any bid.

Demolition of the building is part of the bidding package. It will cost an estimated \$3500 as part of the bid package versus \$6-8,000 for demolition separate from the package.

We will bid in Feb. for sure and will have to build in March (Spring) in order to get it up.

Lloyd-Suggested contacting Mary Jo McGuire or Jon Marty about the park/ U of M/ building problem.

The council voted \$5000 for the Falcon Heights School playground project.

Carol-Enrollment in programs

She will keep us abreast of enrollment and dollars.

Registrations for Fall:

<u>Cost:</u>	<u>Income:</u>
\$1,086	\$1,218

Carol- Capital Improvement Plan Plan program is right out of the park plan.

Pat- CI Plan is in limbo. The city will not get as much from the state as thought. 60% is going to park and recreation improvements (\$150,000 over the next 5 years)
We break even for direct program costs. \$2-3,000 pad coming out of the general fund. This provides moneys for paying rink attendants (\$3500 padding dollars from the general fund)

MINUTES

Solid Waste Commission Meeting
2 November 1989

COMMISSION MEMBERS PRESENT: Michael Haglund, John Hustad, Terry Iverson, Leo Klisch, Laura Kuettel and Shirley Chenoweth, Staff Representative.

COMMISSION MEMBERS NOT PRESENT: Diane Klisch, Marty McCleery, Nancy Misra, John Thompson, and Lyle Wray.

Approval of the October and November minutes will be on the agenda for December.

Commission members limited the discussion to reviewing, and suggesting changes to the present licensing requirements for haulers. A workshop of Commission members and Council members is scheduled for November 15, 1989.

At present, the total payment to Supercycle for the city of Falcon Heights is borne by the county. If licensing requirements change according to the Solid Waste Commission's suggestions; the city of Falcon Heights will not have to be involved with the funding of recycling after the county funds end. The Commission's suggestion to the Council is to maintain a relationship between haulers and residents thereby freeing the city for other areas of concern other than billing, collection, monitoring, etc. of garbage.

The direction the Commission is heading toward is integrated collection vs. organized collection. During this transitional period (changing licensing requirements in accordance with recent statutes) the resident may still maintain the freedom of choice from among haulers who qualify for licensing. In future years requirements for licensing may be changed to reflect the changing needs of the city.

Shirley Chenoweth will contact the city attorney to inquire into the following: increasing the liability insurance a hauler must carry; if the hauler subcontracts--must the 2nd party apply for licensing?; should the hauler be responsible for the performance of the 2nd party?

The Commission reviewed the present licensing requirements and prepared some changes to discuss at the workshop.

The hauler must provide integrated collection by picking up recyclables, brush, grass clippings and leaves and dispose of properly.

The hauler must offer volume-based pricing to residents and commercial establishments.

When applying for licensing the hauler must reveal his rates.

The hauler must attempt to schedule his route to maintain same-day collection for all services provided.

The hauler must make provisions for periodic excess refuse.

MINUTES

Solid Waste Commission

2 November 1989

page two

Shirley Chenoweth informed the Commission that the city is discussing leaf pickup as a service to residents. Disposal is a problem. She asked the Commission if the city should continue the bin give-away and the Commission agreed to continue the drawings.

Leo Klisch will invite a representative of the city of White Bear Lake to our workshop with the City Council.

Terry Iverson indicated that household hazardous waste products should continue to be collected at one location vs. through weekly pickup because transportation of such items requires special licensing. He would like to see pods (dumpster-type containers) dropped off in each community to be collected by one vehicle for disposal at the hazardous waste site.

The present fee for licensing is \$50.00. The question was raised as to whether or not this fee would cover expenses for sending out RFPs and processing the licenses. Shirley Chenoweth checked with other communities and found the fee to be in the average range.

The city will send out RFPs to haulers after licensing requirements are established. The Commission indicated that several haulers who presently do not work in this area are already providing integrated collection. The list of haulers to be sent RFPs should not be limited to haulers presently operating in this area. Shirley Chenoweth will look into a list of haulers received from Ramsey County.

The meeting was adjourned at 9:25pm.

Respectfully submitted,

Laura Kuettel
Secretary

Consent X

Policy _____

Agenda Item: E-3

Meeting Date: 11/29/89

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

RESIGNATIONS FROM PARKS & RECREATION COMMISSION

SUBMITTED BY:

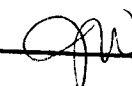
Mayor Baldwin

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Kirsten Eckberg, 1549 W. Hoyt
- (b) Robert D. Gehrz, 2285 Folwell

ACTION REQUESTED: Acceptance of Resignations



13 November, 1989

The Honorable Tom Baldwin, Mayor
Falcon Heights City Office
2077 Larpenteur Avenue
Falcon Heights, Minnesota 55113

Dear Tom:

My wife, Susan, was elected on November 7, 1989 to serve a four year term on the Falcon Heights City Council beginning in January, 1990. In view of her position in the City Government, it would be inappropriate for me to continue to serve as a member of the Falcon Heights Parks and Recreation Commission. I resign my position on that Commission by this letter effective immediately. It has been a distinct pleasure for me to serve on the Commission during the past four years. I wish your Parks and Recreation program success in implementing the new master plan.

Sincerely yours,

Bob

Robert D. Gehrz,
2285 Folwell
Falcon Heights, Minnesota 55108

CC: Linda McLoon
Carol Kriegler
Pat Bush

Consent X

Policy

Agenda Item: E-4

Meeting Date: 11/29/89

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

U.S. OLYMPIC FESTIVAL '90 TORCH RUN

SUBMITTED BY:

Carol Kriegler

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The U.S. Olympic Festival-'90 Torch Run will be taking place in Minnesota during June and early July of 1990. The torch is expected to arrive and proceed through the Twin Cities on July 4. The City of Falcon Heights is on the torch route and it is expected that the torch will pass through the City during mid afternoon that day.

The Twin Cities Festival Organizing Committee is asking that those cities along the route assist in organizing the torch run through their city. Cities have been asked to submit a proposed torch route through their City by January 1, 1990.

ACTION REQUESTED:

Authorization for the Park & Rec. Commission to develop a torch route through the City of Falcon Heights and to suggest and possibly plan a special event to "showcase" the City during the torch run.

_____ *[Signature]*

Consent X

Policy

Agenda Item: E-5

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

AGREEMENT WITH ROSEVILLE AREA SCHOOLS
RE: FALCON HEIGHTS PLAYGROUND

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

Tom Gedde

EXPLANATION/SUMMARY (attach additional sheets as necessary):

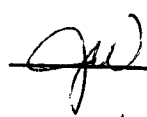
The School Board approved the attached Agreement at their Nov. 14 meeting. The Agreement has a few changes from the one previously approved by the City Council requiring ratification.

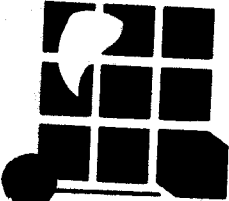
Attachments:

- A. Modified Agreement
- B. Correspondence from John Thein summarizing changes.

ACTION REQUESTED:

Approval of Agreement as modified (\$5,000 contribution for Playground Equipment was previously approved (contingent upon this Agreement)).





NOV 16 1989

Roseville Area Schools · District 623

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

Independent School District 623 · Roseville Area Schools
District Center · 1251 West County Road B-2 · Roseville, MN 55113
Telephone: 612/633-8130

November 15, 1989

CITY OF FALCON HEIGHTS
Jan Wiessner, City Administrator
2077 West Larpenteur Avenue
Falcon Heights MN 55113

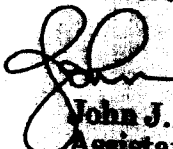
Jan:

Enclosed are three copies of the agreement regarding Falcon Heights Elementary School Playground/Park. At our School Board meeting on November 14, our Board executed their portion of the agreement. Please have the agreement signed by your parties and return two copies to us.

I wish to take this opportunity to express the appreciation of the School Board, administration, staff, students, and patrons, for your support and cooperation. The equipment is attractive, versatile and sturdy. It will be a benefit to all.

If you have any questions or concerns, please feel free to contact me. Thank you.

Sincerely,



John J. Thein
Assistant Superintendent
Business Services

JJT:jme

KNUTSON, FLYNN, HETLAND & DEANS

PROFESSIONAL ASSOCIATION

SUITE 950, MINNESOTA WORLD TRADE CENTER
30 EAST SEVENTH STREET
ST. PAUL, MINNESOTA 55101
612/222-2811

644-5050
Janet
Weissner
644-8675

November 2, 1989

FAY

Mr. John Thein
Independent School District No. 623
1251 West County Road B-2
Roseville, Minnesota 55113

Re: Agreement Regarding Falcon Heights
Elementary School Playground/Park

Dear John:

Enclosed you will find the above agreement redrafted pursuant to our discussion. The changes that were made are as follows:

1. In the first "WHEREAS" clause we provide for an "Exhibit A" which should be the legal description of the entire contiguous tract of real property owned by the school district.
2. Paragraph 1 has been amended to delete the indemnification language.
3. Paragraph 2 was only amended to change the exhibit from "Exhibit A" to "Exhibit B".
4. Paragraph 3 has been modified in its entirety to address the concerns we discussed. The right of first refusal would arise if the district elected to sell all or a part of the property. However, said election would require the city to exercise its option for whatever tract of land the school district desired to sell rather than permitting the city to make its election for only that portion presently utilized as a playground.

JAMES E. KNUTSON
PATRICK J. FLYNN
JOHN J. O'DONNELL
ROBERT A. HUGHES

JOSEPH E. FLYNN
GLORIA B. OLSEN
MARIE C. SKINNER

PAUL W. HETLAND
STEPHEN M. KNUTSON
MAGGIE R. HANSEN


THOMAS S. DEANS
MICHAEL J. FLYNN
JOHN D. SKINKLE

Mr. John Thein
November 2, 1989
Page Two

Finally, if the school district should sell all or a part of the property prior to the date the right of first refusal terminates, the purchase agreement would have to include a contingency relative to the city's right of first refusal.

Please review the enclosure and advise if you have any questions or if further revisions are required.

Very truly yours,


Patrick J. Flynn

PJF:mcb
Enclosures

AGREEMENT REGARDING FALCON HEIGHTS
ELEMENTARY SCHOOL PLAYGROUND/PARK

THIS AGREEMENT is made on this _____ day of _____, 1989, between the City of Falcon Heights, a Minnesota municipal corporation (the "City"), and Roseville Area School District No. 623 (the "School District").

WHEREAS, the School District is the owner of the building and adjacent area ("grounds") located in the City of Falcon Heights and known as the Falcon Heights Elementary School and playground, said real property located in the State of Minnesota, County of Ramsey, and legally described in the attached exhibit, labeled "Exhibit A" and by reference made a part hereof; and

WHEREAS, the grounds are used in part for playground purposes to accommodate the students of the School District and are also used to accommodate the playground, park and recreational needs of the citizens of Falcon Heights; and

WHEREAS, the City and the School District would like to cooperate in the purchase, installation and maintenance of additional recreational equipment on the grounds so as to better serve the needs of both the students of the School District and the citizens of Falcon Heights; and

WHEREAS, the City and the School District would like to cooperate to insure that the grounds will be available on a permanent basis to serve the recreational needs of the stu-

dents of the School District and the citizens of Falcon Heights.

NOW, THEREFORE, it is hereby agreed between the parties as follows:

1. The City will pay to the School District the sum of \$5,000.00 to be used by the School District for the purchase of recreational equipment to be installed on the playground portion of the grounds. The equipment will be owned and maintained by the School District, which assumes responsibility for any claims arising out of the use of said equipment.
2. The equipment purchased with the contribution of Falcon Heights is identified on Exhibit B attached hereto. In the event at any future date that the School District removes the equipment from the playground, or sells the grounds to a third party, the School District shall notify the City, in advance, and shall give the City the option to purchase the equipment for \$1.00.
3. The City shall have the right of first refusal if the herein described real property, or any part thereof, is offered for sale to a third party. Said right of first refusal shall arise if the School District enters into a purchase agreement with any third party. In said event, the School District shall provide written notice of the purchase agreement with the third party to the City along with a true

and correct copy of the purchase agreement. The City shall then have fifteen (15) days from the date of delivery of the notice and purchase agreement to elect to exercise its right of first refusal which would entitle the City to purchase the therein described property under the same terms and conditions offered to the third party as set forth in the purchase agreement. If the City fails to give such notice within the prescribed fifteen (15) day period, said right of first refusal terminates.

Said right of first refusal shall terminate on December 31, 1999.

CITY OF FALCON HEIGHTS

INDEPENDENT SCHOOL
DISTRICT NO. 623

By _____
Its _____

By Lee M. Cummings
Its Chairperson

By Marion Greiling
Its Clerk

Exhibit A

FALCON HEIGHTS ELEMENTARY SCHOOL PROPERTY
LEGAL DESCRIPTION OF THE CONTIGUOUS TRACT
OF REAL PROPERTY

The North 48 feet of Lot Eleven (11); That part of Lot B lying South of the extension across said lot of the South line of Lot Ten (10); all in Midway Plains.

That part of the South half of the Northeast Quarter of the Southwest Quarter of Section 15, Township 29, Range 23, lying West of the East 167 feet thereof, South of the North 54 feet thereof and East of the East line and the extension thereof Midway Plains, all according to the plat thereof on file and of record in the Office of the Register of Deeds in and for Ramsey County and according to the United States Government survey thereof.

**FALCON HEIGHTS PLAYGROUND EQUIPMENT
Estimated Costs**

Approximate Totals:
\$13,100.00

PHASE I

<u>Tower Section:</u>	
Spiral Slide	1,500.00
Climbing Wall	600.00
Spiral Slide Section Deck/Vertical Logs	2,500.00
Two Panels	300.00
Slide Pole	80.00
Tire Net	150.00
Wide Slide Deck	1,000.00
Steering Wheel	56.00
9' x 9' Cargo Net	260.00
18" Narrow Slide	625.00
* Tower Deck Section	4,500.00
Step Section	875.00
* Poly Tunnel	400.00

* Equipment purchased by the City of Falcon Heights

PHASE II

<u>Accessible to Disabled</u>	
3' x 4'6" Decking	1,312.00
Tire Net	150.00
Wide Slide	400.00
Cargo Net	240.00
Clatter Bridge	350.00
Steering Wheel	56.00
Poly Crawl	800.00
Structure to attach above	5,390.00
<u>Hand Operated Swings</u>	
	1,000.00

PHASE III

<u>Overhead Ladder Section</u>	
Tire Swings	1,000.00
Ring Section	1,400.00
Ladder Section	1,400.00
<u>Cable Ride 60'</u>	
Trolley	230.00
Tire Net	200.00
Cable & Thimbles	150.00
Logs & Hardware	1,420.00

PHASE IV

<u>Rehabilitate Existing K-3 Structures</u>	8,000.00
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OTHER:

<u>Pea Gravel</u>	3,000.00
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Consent x

Agenda Item: E-6

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

LICENSES

SUBMITTED BY:

Katherine Zimmerman

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

GENERAL CONTRACTOR

As You Like It Construction #384 NEW
P.O. Box 6645
Minneapolis, MN 55406

MECHANICAL CONTRACTOR

AAA Plumbing by Newstrom #388 NEW
511 - 9th Avenue North
South St. Paul, MN 55075

ACTION REQUESTED:

Approval.



Consent _____

Agenda Item: F-1

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

POLICE CONTRACT

*Attachments
to Come*

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

Tom Gedde

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Monday, November 13th, the Roseville City Council approved the attached Contract for police service. This Agreement has been modified from the one approved by the City Council on November 8th and therefore requires Council approval.

Attachments:

1. Letter from Steve Sarkozy
2. Contract
3. Summary of changes from previous draft

ACTION REQUESTED:

Approval of Contract with City of Roseville for Police Services.

[Signature]



November 22, 1989

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

Dear Jan:

Enclosed are five (5) original sets of the contract for Police Service for review and consideration by the Falcon Heights City Council. This contract was considered by the Roseville City Council on November 13, 1989, and approved by unanimous vote. As you know, the sole significant change from the contract previously approved by your City Council is the first full paragraph on Page 8, which guarantees a minimum contract term of five (5) years.

Also enclosed are copies of each of the following:

- . Exhibit A: Services and Supplementary Services.
- . Exhibit B: Revised Police Budget, including Falcon Heights.

Please note that this Revised Police Budget includes estimated 1991 and 1992 budgets. These figures are very preliminary. These estimates have not been thoroughly analyzed, and should be considered accordingly by Falcon Heights.

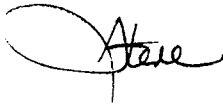
In addition to the above mentioned information, I have enclosed some of our internal communications which you may already have, but serve to better clarify the proposal. This information need not be sent to your Council, but may provide greater detail for your information. This information includes:

- . Memo from Ed Burrell, dated November 3, 1989 (which clarifies the computation of general overhead expenses itemized in the Revised Police Budget under "Direct Overhead"), and
- . Copy of the Request for (Roseville) Council Action dated November 13, 1989, with a memo dated October 13 (with attachments) to the Council which provides details on the proposal (copies of which, I believe, you already have but again are provided for your information), and
- . Copy of November 13, 1989, Roseville City Council minutes.

If any additional information is needed, please let me know.

We look forward to a great working relationship, mutually beneficial to both communities. Please let me know when your Council has taken action. Assuming that Falcon Heights approves the agreement, the contract needs to be signed immediately and the Roseville City Council will have to formally amend the Police budget for 1990 (per Exhibit B). We can then begin the implementation and provide you with a modified start-up schedule. We look forward to building this strong partnership.

Sincerely,

A handwritten signature in cursive script that reads "Steve".

Steven R. Sarkozy
City Manager

Enclosures

cc: Chief Zelinsky

CONTRACT FOR POLICE SERVICE

This is a Contract made between the City of Roseville (hereinafter referred to as "Roseville") and the City of Falcon Heights (hereinafter referred to as "Falcon Heights"), both of which are municipal corporations.

This Contract is made this ____ day of _____, 1989 and is effective upon the dates hereinafter set forth.

I. PURPOSE

The purpose of this contract is to provide the basis upon which Roseville will provide police service for Falcon Heights. Roseville hereby agrees to provide police service for Falcon Heights and Falcon Heights hereby engages Roseville to provide such service in accordance with and subject to the terms of this contract.

II. LEGAL BASIS

This contract is made pursuant to Minnesota Statutes §471.59. This contract is not made pursuant to Minnesota Statutes §436.06 and should not be construed as creating a joint municipal police department.

III. ADMINISTRATION

The administration of police service within the territory of Falcon Heights under this contract shall be the sole responsibility of the appropriate officials of Roseville. To facilitate this contract, however, and in order to provide for an avenue of consultation and communication between Falcon Heights

and Roseville, on matters relating to police service, it is agreed that the Falcon Heights City Administrator or his or her designee, shall confer with the Roseville City Manager or his or her designee, when requested by either party, on any matter relating to police service being provided in Falcon Heights by Roseville. Roseville officials shall participate in such discussions with the objective of providing for the satisfactory administration of this contract and for the satisfactory performance of police service for Falcon Heights.

IV. LEVEL OF SERVICE

During the time that this contract is in effect, Roseville will provide police service within Falcon Heights which shall be the same service as that which is provided and extended to persons and property within Roseville, and which shall include services described on Exhibit A, attached hereto. Falcon Heights shall be assigned to a police patrol district in the same manner as though it were a part of Roseville and no distinction shall be made between the territory of Roseville and the territory of Falcon Heights, in any respect in the level, time or other mode of delivery of police services in Falcon Heights. For example, response times calculated on an average annual basis for police service in Falcon Heights shall not be significantly more than response time for calls for police services in Roseville.

V. HEADQUARTERS AND EQUIPMENT

The headquarters of personnel of Roseville providing police service in Falcon Heights shall be in Roseville, and

members of the general public having need to communicate with the Roseville police department on matters arising out of or involving persons or property in Falcon Heights may communicate directly with Roseville's police headquarters. Roseville, under the terms of this contract, will provide all communication devices, equipment, records, other materials and personnel necessary to the performance of this contract except to the extent that this contract specifically provides for the furnishing of any part thereof by Falcon Heights.

Falcon Heights shall provide at no cost to Roseville office facilities in the Falcon Heights City Hall for the use of Roseville police officers in providing service under this contract. Roseville shall encourage its officers to communicate regularly with Falcon Heights authorized personnel regarding police matters in Falcon Heights.

VI. PUBLIC INFORMATION

Both parties agree to take reasonable steps necessary to inform the public of the fact that Roseville is providing police service for Falcon Heights. Roseville may, at its option, mark any or all of its police vehicles as "Roseville-Falcon Heights" or some similar designation.

VII. PERSONNEL: POLICIES AND FRINGE BENEFITS

All personnel used in providing police service to Falcon Heights under this contract shall be and remain employees of Roseville. The personnel policies applicable to Roseville police employees shall apply, and compensation and fringe

benefits shall be the responsibility of and subject to determination from time to time by Roseville.

VIII. DESIGNATION OF ROSEVILLE POLICE OFFICERS AS FALCON HEIGHTS OFFICERS

All members of the Roseville police department shall be designated by Falcon Heights, by council resolution, as duly appointed police officers of Falcon Heights, authorized to act on all law enforcement matters within the limits of Falcon Heights in the same manner and to the same extent as though they were employees of Falcon Heights. Roseville shall provide Falcon Heights, from time to time, with the names of the members of the Roseville police department.

IX. OFF-DUTY POLICE SERVICE

Members of the Roseville police department shall provide off-duty police service or special additional police service for which a special charge is made, within Falcon Heights, on the same basis as such off-duty or special services are provided in Roseville.

X. CHARGES BY ROSEVILLE FOR POLICE SERVICE

Roseville shall charge and Falcon Heights shall pay for police service provided for under this contract on a basis as hereinafter provided.

Prior to July 1 of each year, Roseville shall notify Falcon Heights of its proposed police budget for the following year. This budget shall include an allocation for the following Police Department's general governmental overhead expenses which

are not already included in the Police Department budget:
Finance department services, office supplies, city hall building utilities, building maintenance and printing expenses. Budgets and allocations established hereunder must fairly represent the cost of providing police services and conform with Generally Accepted Accounting Principles. Capital items, such as major equipment, shall be amortized over the estimated useful life of the items involved. The determination of whether an expenditure is to be amortized or not shall be made by Roseville. However, such determinations must be reasonable. A copy of the proposed budget for calendar year 1990 is attached as Exhibit B.

The budget notice shall be accompanied by a statement of the population of Roseville and Falcon Heights according to the 1990 census as modified, by last available Metropolitan Council estimates. Those portions of the Falcon Heights population now living in areas served by other police entities, such as the University of Minnesota or the Minnesota State Fairgrounds shall not be used in the calculation of the Falcon Heights population. A calculation shall be made as to what percentage of the total combined population of the two communities is represented by the population of Falcon Heights. Such percentage shall represent Falcon Heights' share of the cost of providing police service under the provisions of this contract. The percentage representing Falcon Heights' share shall be applied to the total estimated cost of police service for the ensuing calendar year, as described above, and the product shall

be the amount payable during the ensuing calendar year to Roseville by Falcon Heights for services under this contract. Such sum shall be paid in twelve (12) equal installments. The first installment shall be paid on or before the 1st day of January of the ensuing calendar year and the remaining installments shall be paid on or before the 1st day of each succeeding month.

The obligation of Falcon Heights, as thus determined, shall be recomputed, however, after the actual expenses of Roseville for any calendar year have been determined. If Roseville's actual expenditures for police service have been greater or less than the budgeted expenditures described above, the amount payable by Falcon Heights shall be adjusted according to its percentage share. Such adjustment shall be computed no later than April 1 following the end of the calendar year involved and shall be paid on or before May 1 following the end of the calendar year. All payments shall be made promptly and late payments will be subject to an interest charge. The interest shall be that interest that Roseville receives on its time deposits.

Roseville agrees to provide Falcon Heights with reasonably detailed information relating to its estimated expenditures and its actual expenditures so as to adequately inform Falcon Heights of the basis for the calculation of billings made by Roseville under the provisions of this contract.

Roseville agrees to make its records available to Falcon Heights for inspection for the purpose of determining the basis for the calculations by Roseville under the provisions of this section.

In calculating the total expenditures of Roseville for any calendar year, any revenues received by Roseville such as LEAA or other similar categorical grants shall be subtracted from the total police budget to which Falcon Heights percentage share shall be applied.

Roseville shall, during the entire term of this agreement, maintain the same service levels and costs per capita for Falcon Heights as enjoyed by Roseville. If Roseville contracts with other communities, the cost and level of service to Falcon Heights shall not be adversely affected.

XI. TERM OF CONTRACT.

This contract shall be effective as of January 1, 1990 and shall run through the calendar year 1999. This contract shall continue in effect from year to year thereafter unless terminated by either party. Termination of the contract by either party shall be effective by serving the other party with a preliminary written notice to terminate no later than December 31 of the calendar year preceding the last calendar year of service, and with a final notice of termination no earlier than April 1 and no later than May 31 of the last year of service.

Either party, at its option, may terminate the contract as set forth above if the other party fails to comply

with the terms and conditions of this contract. However, Roseville shall not have the right to terminate the contract for failure of Falcon Heights to make any payment due unless Roseville has first given Falcon Heights written notice of such failure and its right to terminate and Falcon Heights has not made such payment within 30 days of receiving such notice.

After January 1, 1995, in the event that extraordinary changes occur in either community in the level and cost of police service that are not mutually beneficial, either party may terminate this contract.

The termination notice for the above two paragraphs, will be the same as set forth for termination at the end of the ten year contract.

Termination of this contract by either party shall not affect the obligation of either party to perform the contract prior to the time that such termination becomes effective; nor shall such termination affect the recalculation of the actual obligation of Falcon Heights for police service and the payment or refund of the corresponding fee adjustment determined after the closing of the calendar year as hereinbefore provided. However in the event of termination, any such fee adjustment shall be refunded or paid in a lump sum on or before May 1 of the year following the last calendar year of service.

XII. TICKET BOOKS, ORDINANCES, BAIL SCHEDULES, ETC.

Falcon Heights shall provide Roseville with such ticket books as it has available at the time of this contract, which may

be used by Roseville as it deems appropriate. Roseville shall, thereafter, provide such additional ticket books and other records relating to Falcon Heights as may be necessary for it to provide police service under the provisions of this contract. Roseville may, if it deems such action to be appropriate, use a standard form of ticket which can be used in both Roseville and Falcon Heights. However, Roseville shall keep a separate record of the tickets which are issued for alleged violations occurring within Falcon Heights and, at the end of each calendar year, or more frequently if such records are readily available, Roseville shall provide Falcon Heights with a listing of the number of traffic and other tickets issued for alleged violations occurring in Falcon Heights. Falcon Heights shall provide Roseville with copies of all of the ordinances of Falcon Heights and with a copy of each amendment or new ordinance hereafter adopted by Falcon Heights while this agreement is in effect.

Falcon Heights shall provide Roseville, upon request, a schedule of fines for traffic offenses and other offenses to the extent that such a schedule has been established by the Falcon Heights City Council. If, when, and to the extent that alleged violations occurring in Falcon Heights are determined by the Ramsey County District Court, the bail schedule and schedule of fines determined by the Court may be used. This contract does not purport to be controlling over any court on matters of fines or bail schedules.

XIII. PROSECUTIONS: FINES AND PENALTIES

Falcon Heights shall remain responsible for the

prosecution of all alleged misdemeanor and gross misdemeanor violations arising within Falcon Heights and shall be entitled to receive its appropriate municipal share of fines collected for violations of law occurring within Falcon Heights.

Roseville shall make available to the Falcon Heights City Attorney such information as may be requested by the City Attorney from time to time to aid the City Attorney in prosecutions, including current listings of all officers, badge numbers, home addresses and phone numbers. Roseville shall make available its police officers to the Falcon Heights City Attorney for purposes of prosecuting all alleged misdemeanor and gross misdemeanor violations arising within Falcon Heights.

Roseville shall make no special charges to Falcon Heights for police testimony, intoxilizer services, and related or similar services in connection with the prosecution of any alleged offenses occurring in Falcon Heights.

XIV. ASSUMPTION OF LIABILITY

1. Roseville agrees to assume all liability arising out of the following:

(a) All liabilities incurred because of police activities in either community.

(b) All liability for injuries and sickness incurred because of workers' compensation laws.

(c) All liabilities incurred for salaries and compensation.

2. The costs to Roseville, however for assuming the obligations in paragraph 1 above, shall be considered part of the

costs of police service and Falcon Heights shall pay its proportionate share as set forth above.

Each party agrees that the acts of its officers and agents for any activity other than police work shall be their responsibility and each community indemnifies the other from any claims arising out of non-police activities caused by each community.

3. In the event there is any disagreement under the terms of this contract both parties agree to submit to binding arbitration according to the rules of the American Arbitration Association.

IN WITNESS WHEREOF, the parties hereto have executed this Contract the day and year first above written.

IN PRESENCE OF:

CITY OF ROSEVILLE

By _____
Its Mayor

By _____
Its City Manager

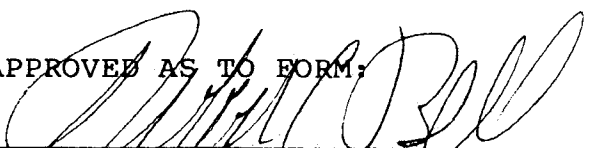
IN PRESENCE OF:

CITY OF FALCON HEIGHTS

By _____
Its Mayor

By _____
Its City Administrator

APPROVED AS TO FORM:



Peterson, Bell, Converse & Jensen
City Attorneys for Roseville

Jensen, Hicken, Gedde & Scott, P.A.
City Attorneys for Falcon Heights

EXHIBIT A

SERVICES

- Traffic law enforcement including the regular use of radar.
- b. Non-traffic law enforcement of state statutes and ordinances.
 - c. License inspection and enforcement.
 - d. Regular patrol of businesses and residential areas.
 - e. All labor, benefits, training, and supervisory services.
 - f. Dispatching and communication equipment.
 - g. Animal Control (same services as received by Roseville).
 - h. Bike Patrol (same services as received by Roseville).
 - i. Media relations involving service offered either mutually or at your preference.
 - j. Crime Prevention (same service as received by Roseville).
 - k. Juvenile Liaison Program in high school, expanding to D.A.R.E. in near future.
 - l. Reports will be provided daily, monthly, and annually and a Police representative will attend City Staff and Council meetings as required.
 - m. Investigations (same service as received by Roseville).

SUPPLEMENTARY SERVICES - During special events on the State Fairgrounds, Falcon Heights receives supplementary traffic patrol services. The special events include: 10 days/year during State Fair - 1 squad/shift; Fourth of July - 2 squads from approximately 4:00 p.m. to Midnight; and National Street Rods Association - average of 2 squads/shift for 3 days, every 4 years. Additional help has also been available for City functions, such as the Bike Rodeo, Parade, Ice Cream Social, etc.

CITY OF ROSEVILLE
 REVISED POLICE BUDGET
 INCLUDING FALCON HEIGHTS

-----With Falcon Heights-----

	CURRENT <u>1989</u>	CURRENT <u>1990</u>	PROPOSED <u>1990</u>	ESTIMATED <u>1991</u>	ESTIMATED <u>1992</u>
Salaries - Regular	1,434,233	1,511,230	1,627,837	1,735,082	1,813,537
Estimated Wage Increase	68,843	77,705	77,705	78,455	81,593
Overtime	27,250	28,150	31,150	32,240	33,369
Temporary Staff	50,862	54,312	65,940	68,248	70,637
Employer Pension	179,735	199,935	220,035	227,736	235,707
Employer Insurance	86,237	110,665	119,748	123,939	128,277
Motor fuel	40,325	47,500	53,032	54,888	56,809
Clothing	16,460	16,212	22,912	23,714	24,544
Vehicle Supplies	12,910	14,830	15,330	15,867	16,422
Operating Supplies	14,405	19,905	24,905	25,777	26,679
Professional Services	24,700	23,400	26,400	27,324	28,280
Communications	10,976	11,700	12,700	13,145	13,605
Utilities	5,780	6,780	8,780	9,087	9,405
Transportation	2,700	2,700	2,700	2,795	2,892
Contractual Maint.-Vehicle	9,550	9,600	10,100	10,454	10,819
Contractual Maint.- Other	70,200	78,542	88,542	91,641	94,848
Rent	500	500	1,000	1,035	1,071
Conferences	1,900	2,430	2,430	2,515	2,603
Training	10,100	11,200	14,200	14,697	15,211
Memberships & Subscrip.	1,975	2,004	2,004	2,074	2,147
Misc.		350	350	362	375
Capital Outlay	16,245	3,045	4,795	4,963	5,137
Vehicles	80,294	75,208	96,708	101,000	88,000
Tele-Communications		13,760	14,360	52,720	102,820
Direct overhead	37,728	39,630	49,530	51,264	53,058
	<u>2,203,908</u>	<u>2,361,293</u>	<u>2,593,193</u>	<u>2,771,020</u>	<u>2,917,845</u>
Population	34,474	34,474	37,860	37,860	37,860
Cost per Capita	\$63.93	\$68.49	\$68.49	\$73.19	\$77.07
Per Cent Change		7.14%	7.14%	6.86%	5.30%
Population:					
Roseville	34,474				
Falcon Heights	3,386				
Total	<u>37,860</u>				
Cost Allocation					
Roseville			2,361,271	2,523,195	2,656,888
Falcon Heights			231,922	247,826	260,957
Total			<u>2,593,193</u>	<u>2,771,020</u>	<u>2,917,845</u>

Consent _____

Agenda Item: F-2

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

RESOLUTION DESIGNATING VOTING HOURS FOR MUNICIPAL ELECTIONS FROM 7:00 A.M. TO 8:00 P.M.

SUBMITTED BY: Carol Carlson
Shirley Chenoweth

REVIEWED BY: Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The City of Falcon Heights in 1955 approved noon to 8:00 p.m. as voting hours for municipal elections. Prior to that, voting hours were 3:00 p.m. to 8:00 p.m.

Minnesota Statutes 205.175 allows cities to designate voting hours as long as the polls are open for three hours. Also required by State Law is that the hours be changed by resolution.

An issue to consider in the voting hours discussion is the cost of election judges if the polls are open from 7:00 a.m. to 8:00 p.m. The election judge cost for the November 7th election were:

10 judges for one hour @ 3.65/hour	36.50 training
2 judges for one hour @ 3.65/hour	7.30 testing
10 judges for 11 hours @ 3.65/hour	<u>401.50</u> judging
	445.30 Total

In 1990 the hours for voting will be from 7:00 a.m.-8:00 p.m. which is the same as any other year when there are candidates for state and federal offices. The cost for the election judges in 1990 is estimated at \$1,300 for both the primary and the general elections.

The 1991 election judging costs for the city election are estimated at:

11 judges for one hour @ 4.25/hour	46.75 training
2 judges for one hour @ 4.25/hour	8.50 testing
10 judges for 15 hours @ 4.25/hour	<u>637.50</u> judging
	692.75 total

The Estimated increase for judging costs to change the voting hours which are currently from noon - 8:00 p.m. to 7:00 a.m. to 8:00 p.m. is approximately \$250. This includes an increase in salary from 3.65 to 4.25 due to the change in the minimum wage law.

ACTION REQUESTED:

Staff recommends adoption of the resolution.

_____ *JW*

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date November 8, 1989

A RESOLUTION DESIGNATING VOTING HOURS
FROM 7:00 A.M. - 8:00 P.M. FOR ALL
MUNICIPAL ELECTIONS

NOW, THEREFORE, BE IT RESOLVED That the City Council of
the City of Falcon Heights hereby establishes the voting
hours from 7:00 a.m. to 8:00 p.m. for all Municipal Elections.

Moved by Wallin

Approved by _____

Acting Mayor

11/29/89
Date

YEAS	Says
<i>abrant</i> BALDWIN	<u>4</u> in Favor
CIERNIA	
CHENOWETH	<u>0</u> Against
WALLIN	
BUSH	

Attested by _____

City Clerk

11/29/89
Date

Adopted by Council 11/29/89

Dated 11/24/89

of Shuler ch
city clerk

Paula Anne
~~5/15/89~~
city clerk

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

PROPOSED ORDINANCE AMENDING CHAPTER 5, PART 4, OF THE MUNICIPAL CODE RELATING TO REFUSE COLLECTION AND DISPOSAL

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

Solid Waste Commission
Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

This amendment is being ~~proposed~~ as an interim solution to the solid waste problem as discussed at the November 15th Council/Solid Waste Commission Workshop.

Attachments:

- (a) Proposed Code Amendment - underlined sections are new wording, deletions are crossed out.
- (b) Proposed License Application.

ACTION REQUESTED:



PART 4. COLLECTION AND DISPOSAL OF REFUSE; AND YARD WASTE

5-4.01 Regulation of Refuse Collection and Disposal

Subdivision 1. Refuse defined. Refuse means all waste products which are composed wholly or partly of such materials as garbage, rubbish, leaves, grass, brush, and other waste materials; or any other such substance which may become a nuisance.

Subdivision 2. Metal or Plastic Non-Disposable Containers Required. The owner or occupant of any dwelling or building, and any other person having refuse ~~as herein defined~~, shall provide ~~and keep on such premises~~ sufficient non-disposable containers for the storage of all refuse accumulated on the premises between collections. Each metal or plastic non-disposable container as defined in Subdivision f(4) shall be water tight, shall have a tight fitting lid, shall be impervious to insects, rodents, vermin and absorption of moisture, ~~shall not exceed 32 gallons in size (only when used for single family dwellings) or shall be of a type approved by resolution of the council.~~ However, nothing herein shall be deemed to require the storage in non-disposable containers any refuse which is immediately consumer or disposed of on the premises in a manner consistent with the Air Pollution Control Rules, Regulations and Air Quality Control Rules, Regulations, and Air Quality Standards of Minnesota Pollution Control Agency, or require the storage in non-disposable containers of refuse which cannot be reasonably fit into such containers.

Subdivision 3. Placing of Non-Disposable Containers. Where alleys are plotted and open for traffic, non-disposable containers shall be placed at the rear of the property adjoining the alley. Where no such alley exists, non-disposable containers shall be placed at a point which is reasonably accessible to the front of the house.

Subdivision 4. Placing of Waterproof Bags and Non-Disposable Containers. Waterproof bags or non-disposable containers may be placed next to the street,, curb or alley, provided they do not remain there for a period longer than 24 hours prior to the time scheduled for collection.

~~Subdivision 5. Defective Containers. Whenever a non-disposable container is corroded or otherwise defective so as to permit insects, vermin, or rodents to enter, the refuse collector shall notify the owner.~~

Subdivision 65. Loading Vehicles. The refuse collector shall transfer the waterproof bags, the contents of the non-disposable containers and other refuse to her/his vehicle without spilling any refuse, or if any spilling occurs, she/he shall clean it up completely. Refuse shall be so loaded that none of such materials can jar loose and fall to the ground or street when the vehicle is in motion. Loose paper, trash and small materials shall be so secured that they cannot be dispersed by the wind or fall out of the vehicle. The collector shall transfer the contents of the containers to his/her vehicle without spilling them, or if any spilling occurs, he/she shall clean it up completely. Loose paper, trash and small materials shall be secured so they cannot be dispersed by wind or fall out of the vehicle.

Subdivision 7. License Required. ~~No person shall collect refuse without a license to do so as required by this section.~~

Subdivision 86. Procedures Licensing Requirements. It is unlawful for any person to collect and haul garbage, refuse, recyclables, or yard waste without the appropriate license issued by the City. Any person desiring a license to collect refuse in the City shall ~~make application for the same to the clerk.~~ The application shall set forth: submit the completed license application form with license fee and certificate of insurance as stipulated in 5-14.02 of this Code. In order to be eligible for licensure, haulers must meet the following criteria.

1. Must be capable of at least weekly collection: rubbish, leaves, grass clippings, brush, and other waste materials. The hauler must dispose of these items according to state and/or local statutes.
2. Provide for periodic removal of excess refuse.
3. Must offer a minimum of three different volume based rates, including 30 gallons/week, 60 gallons/week, and greater than 60/gallons/week .
4. File with the City Clerk a schedule of proposed rates to be charged during the licensing period. Every licensee shall provide 14 days' prior written notification to the City and the licensee's customers of any change in rates to be implemented during the licensed period.
5. Make every effort to coordinate same day pick-up for all services provided on Fridays.
6. Shall not collect or remove garbage or refuse within 500 feet of any residential district, except between the hours of 7:00 A.M. and 10:00 P.M. on any weekday or between the hours of 9:00 A.M. and 9:00 P.M. on any weekend or legal holiday.
7. Shall report to the city monthly the quantity of all yard waste abated from landfills. Such quantities shall be reported in estimates of cubic yardage abated. Failure to certify accurate volumes in a timely manner may be cause for revocation of a hauling license.

~~In addition to the application, the applicant shall file with the clerk a surety bond in the amount of \$1,000 running to the City, conditioned that he/she will faithfully provide the refuse collection service specified in his/her application under the conditions imposed by the City and that the City will be saved harmless from any loss, damage, cost or expense by reason of any collection service performed by the holder of the license or his/her agents or employees. The applicant shall also file with the clerk certificates of insurance or copies of public liability and property insurance policies containing a provision that they shall not be cancelled without 10 days notice to the clerk, showing coverage of not less than \$50,000 for injuries, including accidental death to any one person and subject to the same limit for each person, in an amount of not less than \$100,000 on account of any one accident, and property damage insurance in an amount of not less than \$25,000.~~

~~The application and accompanying documents proposed license shall be submitted to the council for approval, and if application is approved by the council, the clerk shall issue the license upon payment of a license fee in the amount of \$50.00 per vehicle. No license issued hereunder shall be for a longer period than one year, and all licenses shall expire on June 30 of each year.~~

Subdivision 97. Suspension or Revocation. All such licenses shall be subject to suspension or revocation by the Council for just cause. Just cause includes but is not limited to failure to provide adequate public service, failure to maintain health and sanitation requirements, failure to operate and maintain proper equipment, or failure to comply with this or any other section adopted by the council.

~~Subdivision 10. Refuse Collection Vehicles.~~ The refuse collection vehicles used by the licensed refuse collector shall conform with the Solid Waste Disposal Regulations of the Minnesota Waste Disposal Regulations of the Minnesota Pollution Control Agency. The refuse collection vehicle used shall be kept clean and as free from offensive odors as possible, and shall not be allowed to stand in any street, alley or public place longer than is reasonably necessary.

~~Subdivision 11. Times of Collection.~~ Each licensed refuse collector shall make available refuse collections to customers at least weekly. No hauler shall collect or remove garbage or refuse within 500 feet of any residential district, except between the hours of 7:00 A.M. and 10:00 P.M. on any weekday or between the hours of 9:00 A.M. and 9:00 P.M. on any weekend or legal holiday.

Subdivision 128. Expense of Collection. The expense of refuse collection shall be paid to the collector, by the owner, agent, occupant or tenant of the premises from which such refuse is collected.

~~Subdivision 13. Enforcement.~~ This section shall be enforced by such person or persons as are designated by the council.

Subdivision 14. Penalty. Any person violating the provisions of this section shall be guilty of a misdemeanor.

APPLICATION FOR
REFUSE HAULERS LICENSE

TO: City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, MN 55113
644-5050

FEE: _____

DATE COMPLETED: _____

LICENSE EXPIRES: _____

NAME OF APPLICANT: _____ PHONE #: _____

HOME ADDRESS: _____

FIRM NAME: _____

BUSINESS ADDRESS: _____ PHONE #: _____

CITY, STATE, ZIP CODE: _____

LIST OF EQUIPMENT WHICH YOU PROPOSE TO USE IN COLLECTION _____

SERVICE AVAILABLE: COMMERCIAL _____ RESIDENTIAL _____

LIST YOUR EXPERIENCE AND SERVICES AVAILABLE (USE ADDITIONAL SHEETS, IF NECESSARY) _____

The following items must accompany the application:
Certificate of Insurance in the amount of \$300,000/\$500,000/\$100,000 (minimum)
State of Minnesota Tax ID Form
State of Minnesota Worker's Compensation Form
License Fee
Rate Schedule

REQUIREMENTS:

1. Must be capable of at least weekly collection: rubbish, leaves, grass clippings, brush, and other waste materials. The hauler must dispose of these items according to state and/or local statutes.
2. Provide for periodic removal of excess refuse.
3. Must offer a minimum of three different rates based upon 30 gallons/week, 60 gallons/week, priced on the basis of volume.
4. Make every effort to coordinate same day pick-up for all services provided.
5. File with the City Clerk a schedule of proposed rates to be charged during the licensed period. Every licensee shall provide 14 days' prior written notification to the City and the licensee's customers of any change in rates to be implemented during the licensed period.
6. Shall not collect or remove garbage or refuse within 500 feet of any residential district, except between the hours of 7:00 A.M. and 10:00 P.M. on any weekday or between the hours of 9:00 A.M. to 9:00 P.M. on any weekend or legal holiday.
7. Shall report to the City the quantity of all yard waste abated from landfills. Such quantities shall be reported in estimates of cubic yardage abated. Failure to certify accurate volumes in a timely manner may be cause for revocation of a hauling license.

I swear that all information provided is true to the best of my knowledge and that I will comply with all of the above requirements.

Signature

PART 14. LICENSES, PERMITS AND OTHER FEES

5-14.01 Fees. The City Council shall, by resolution, establish and revise license, permit and other fees.

5-14.02 Business and Contractor's Licenses. Business Licenses are required to operate the following:

<u>Fee</u>	<u>Item</u>
\$ 15.00 each	Amusement Machines in Game Room
30.00 each	Amusement Machines in Other Establishments
10.00 per chair	Barber/Beauty Shops
30.00 maximum	
25.00	Billiards/Pool - 1st table
15.00	Billiards/Pool - all others each
10.00 per lane	Bowling Alley
25.00	Bingo
30.00 per stall	Car Wash
35.00	Christmas Tree Sales
25.00	Cigarette Sales Including Vending Machines
35.00	General Contractors
10.00	Dog Licenses (Life of Dog)
2.50	Duplicate Dog Licenses
35.00	Equipment Rental
50.00 1st 3 pumps	Filling Stations
10.00 ea. add'l. pump	Filling Stations
50.00	Garage and Repair Shops
35.00	Grocery Stores, 1st 1,000 sq. ft.
50.00	Grocery Stores, 3,001 to 7,000 sq. ft.
75.00	Grocery Stores, 7,001 sq. ft. and over
4,000.00	Liquor
200.00	Sunday Liquor
300.00	Bottle Club
100.00	Malt Beverage, On-Sale
50.00	Malt Beverage, Off-Sale
2,000.00	Wine
150.00	Liquor Store, Off-Sale
35.00	Mechanical Contractors
100.00	Nursing Homes
35.00	Peddlers & Solicitors
50.00	Refuse Haulers
100.00	24 Hour Restaurants
75.00	Other Restaurants
500.00	Sauna
25.00	Sewer Cleaners
100.00	Special Event
35.00	Special Event, Consumption Only
35.00	Tree Trimming, Removal and Treating
35.00	All Other Businesses Not Listed

- a. License Requirement. All businesses and contractors operating in Falcon Heights must be licensed annually. All licenses will run with the calendar year ~~beginning January 1, 1989.~~
- b. Business Licenses to be Address Specific. Licenses issued by the City shall be specific as to the address of the licensee. If a business is operated at more than one location within the City of Falcon Heights, a separate license shall be required for each address at which operations are conducted.
- c. Insurance Requirement. All contractors applying for a license must file with the City Clerk evidence that the applicant has in effect public liability insurance for contractors' business and for all vehicles in at least the sum of \$300,000 for injury of one person, \$500,000 for the injury of two or more persons in the same accident, and \$100,000 for property damages.
- d. Condition of Premises. Premises used in connection with any business licensed must be kept clean, in good repair, and free and clear of any trash, rubbish or debris.

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

PROPOSED ORDINANCE INCREASING INSURANCE REQUIREMENTS FOR LICENSING CONTRACTORS

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Doug Holm, Loss Control Consultant with North Star Risk Services, Inc., has recommended that liability limit requirements for licensing of all contractors be increased to \$300,000/\$500,000/\$100,000. Since the City's liability insurance is in the amount of \$600,000, this will bring the contractor's insurance more into line.

Our present insurance requirements are as follows:

General Contractors	\$100,000/\$300,000/\$50,000
Drain/Sewer Cleaners	\$100,000/\$300,000/\$50,000
Refuse Haulers	\$50,000/\$100,000/\$25,000
Tree Removal/Trimming	Minimum of \$300,000 for bodily injury and \$100,000 for Property Damage
Mechanical Contractors	\$100,000/\$300,000/\$50,000

I did check with several other suburban communities and their limits range from \$500,000/\$1,000,000/\$100,000 to \$50,000/\$100,000/\$25,000 - the majority are in the mid-range. Many certificates of insurance we presently receive are for \$300,000/\$500,000/\$100,000 and over.

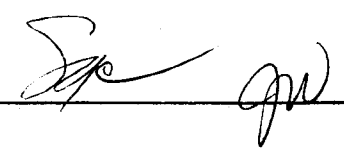
We also recommend that the insurance requirements be made a part of Section 5-14.02 (Business and Contractors Licenses) in order that it will not be necessary to amend several sections of the Code each time insurance requirements change.

Attachment: Proposed Ordinance

NOTE: Deletions are crossed out, additions are underlined.

ACTION REQUESTED:

Adoption of Ordinance.



Consent _____

Agenda Item: F-5

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

ICE RINGETTE

SUBMITTED BY:

Carol Kriegler

REVIEWED BY:

Park and Recreation Commission

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The Minnesota Amateur Sports Commission is offering free equipment start-up kits for the sport of Ice Ringette. Ice Ringette is a winter activity similar to hockey but designed especially for girls. The game is played with a ring similar to a deck tennis ring and a straight stick. The start-up kit includes about \$1,500 worth of equipment -- 30 helmets with masks, 30 sticks and two dozen rings.

In acceptance of the start-up kit, the receiving community agrees to implement, promote and develop the sport of Ice Ringette in its community. The community agrees to commit \$1,000 worth of in-kind services. This can be accomplished through recreation staff time and public works and recreation staff time in preparing outdoor rinks.

The City of Roseville's Recreation Dept. has asked Falcon Heights to be a part of a consortium that will work together to promote Ice Ringette. This consortium will include Roseville, Falcon Heights, North St. Paul, Maplewood and White Bear Lake. Attached is the plan by which this consortium can work together to promote Ringette. The Minnesota Amateur Sports Commission has indicated that any and all in-kind services that occur on behalf of the consortium can be considered a part of each of the community's \$1,000 worth of in-kind services.

ACTION REQUESTED:

Authorization to enter into an Agreement with the Minnesota Amateur Sports Commission/State of Minnesota for the Ice Ringette program award to be conducted during the Ice Ringette session, November 11, 1989 through April 30, 1990.

October 9, 1989

TO: Minnesota Amateur Sports Commission (MASC)
FROM: Jody Yungers, Ass't Director Parks and Recreation Dept.
RE: Ringette Grant Commitment

The following is the proposed plan on how we would support and promote Ringette in our community if we were to receive the MASC Grant.

- 1) Develop an information flyer that would be sent to all the local schools in the NE Metro area.
- 2) Post posters in local ice arenas, schools and malls
- 3) Host an information meeting to area parents and participants utilizing the expertise of Dale Frieson, Director of NE Ringette Association. Would also show promotion tapes explaining the sport of Ringette.
- 4) Work with school P.E. teachers to assist in recruiting participants
- 5) Host free clinics to give exposure to the sport of Ringette
- 6) Work with School District Athletic Directors to get permission to have Ringette demonstration prior to High School Hockey games in the area
- 7) Develop a parent interest group that would be responsible for fundraising efforts throughout the community
- 8) Host a statewide Invitational Ringette Tournament and encourage the Media to attend and assist in promoting the sport

The consortium of the Roseville Parks and Recreation Department, the White Bear Community Services, the Falcon Heights Parks and Recreation Department and the NE Ringette Association will do its very best to promote the sport of Ringette in the northeast metro area. We hope that our efforts will assist the MASC in promoting the sport of Ringette---offering a new and exciting sport for youth in our communities.

Please feel free to give any of us a call if you have any further questions or concerns.

STATE OF MINNESOTA
CONTRACTUAL (non-state employee) SERVICES

Trn.No.	F.Y. '90	Account I.D. 605873	Dept./Div. 22300	Seq. No.	Suffix	Object	Vendor No.	Type
Amount		Pur. Terms	Asset No.	C.CD. 1	C.CD. 2	C.CD. 3	Cost Code 4	Cost Code 5
Type of Transaction				<input type="checkbox"/> A40	<input type="checkbox"/> A41	Date	Number	Entered By
				<input type="checkbox"/> A44	<input type="checkbox"/> A45	<input type="checkbox"/> A46	Date	Number

NOTICE TO CONTRACTOR: You are required by Minnesota Statutes (1986), Section 270.66 to provide your social security number or Minnesota tax identification number if you do business with the State of Minnesota. This information may be used in the enforcement of federal and state tax laws. Supplying these numbers could result in action to require you to file state tax returns and pay delinquent state tax liabilities. This contract will not be approved unless these numbers are provided. These numbers will be available to federal and state tax authorities and state personnel involved in the payment of state obligations.

THIS CONTRACT, which shall be interpreted pursuant to the laws of the State of Minnesota, between the State of Minnesota, acting through its Minnesota Department of Trade and Economic Development/Minnesota Amateur Sports Commission (hereinafter STATE) and City of Falcon Heights, Parks & Recreation Department address 2077 West Larpenteur, Falcon Heights, Minnesota 55113 Soc. Sec. or MN tax I.D. No. _____ Federal Employer I.D. No.(if applicable) _____ (hereinafter CONTRACTOR), witnesseth that:

WHEREAS, the STATE, pursuant to Minnesota Statutes Laws of '89, Chapter 335, Article 1, Section(s) 26 is empowered to \$20,000 of the appropriation is for establishing and promoting programs for ringette hockey and WHEREAS, this city has submitted a plan for the promotion, implementation, and development of ice ringette in their community, and

WHEREAS, CONTRACTOR represents that it is duly qualified and willing to perform the services set forth herein,

NOW, THEREFORE, it is agreed:

That the city will implement, promote, and develop ice ringette in its community through recruitment of athletes, coaches, and referees, integration of ice ringette into current indoor or outdoor facilities, regular local advertising, staging of special events and promotions, community fundraising, designing of a long-term promotional plan, and any other activities which promote and enhance ice ringette in its community.

In exchange for the city's efforts, the Minnesota Amateur Sports Commission will provide the city with equipment for two ice ringette teams, including 30 helmets, 30 sticks, and 2 dozen rings. All equipment then becomes the property of the city. In addition, the Minnesota Amateur will provide training for ice ringette coaches and referees on November 11, 1989, at the Ice Ringette Coaches and Referees Workshop, Polar Ice Arena, North St. Paul. To support local advertising and promotion, photo stats of Lieutenant Governor Marlene Johnson with ice ringette players will be available.

In the event that the city does not fulfill the terms agreed upon in this contract, the equipment granted to them by the Minnesota Amateur Sports Commission will be returned by the city and become the property of the Minnesota Amateur Sports Commission.

I. CONDITIONS OF PAYMENT. All conditions agreed upon pursuant to this contract shall be performed to the satisfaction of the STATE, as determined in the sole discretion of its authorized agent, and in accord with all applicable federal, state and local laws, ordinances, rules and regulations.

II. TERM OF CONTRACT. This contract shall be effective on November 11, 1989, or upon such date as it is executed as to encumbrance by the Commissioner of Finance, whichever occurs later, and shall remain in effect until April 30, 1990, or until all obligations set forth in this contract have been satisfactorily fulfilled, whichever occurs first.

III. CANCELLATION. This contract may be cancelled by the STATE for non-performance of the agreed upon conditions. In the event of cancellation, the city will return to the Minnesota Amateur Sports Commission all equipment received through the ice ringette program award, and it shall become the property of the Minnesota Amateur Sports Commission.

IV. STATE'S AUTHORIZED AGENT. The STATE'S authorized agent for the purposes of administration of this contract is Paul Erickson, Executive Director, Minnesota Amateur Sports Commission. Such agent shall have final authority for acceptance of CONTRACTOR'S services and if such services are accepted as satisfactory, shall so certify on each invoice submitted pursuant to Clause II, paragraph B.

V. ASSIGNMENT. CONTRACTOR shall neither assign nor transfer any rights or obligations under this contract without the prior written consent of the STATE.

VI. AMENDMENTS. Any amendments to this contract shall be in writing, and shall be executed by the same parties who executed the original contract, or their successors in office.

VII. LIABILITY. CONTRACTOR agrees to indemnify and save and hold the STATE, its agents and employees harmless from any and all claims or causes of action arising from the performance of this contract by CONTRACTOR or CONTRACTOR'S agents or employees. This clause shall not be construed to bar any legal remedies CONTRACTOR may have for the STATE'S failure to fulfill its obligations pursuant to this contract.

VIII. STATE AUDITS. The books, records, documents and accounting procedures and practices of the CONTRACTOR relevant to this contract shall be subject to examination by the contracting department and the legislative auditor.

IX. NON-DISCRIMINATION. The CONTRACTOR shall not discriminate against any ice ringette player because of physical or mental disability in regard to any position for which the player is qualified. The CONTRACTOR agrees to take affirmative action to include players in a non-discriminatory fashion, and otherwise treat qualified disabled individuals without

discrimination based upon their physical or mental disability.

The CONTRACTOR agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

In the event of the CONTRACTOR'S noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statutes, section 363.073 and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

XVII. OTHER PROVISIONS.

IN WITNESS WHEREOF, the parties have caused this contract to be duly executed intending to be bound thereby.

APPROVED:

1. CONTRACTOR:
(If a corporation, two corporate officers must execute).

By
Title
Date

By
Title
Date

2. STATE AGENCY OR DEPARTMENT:

By (authorized signature)
Title
Date

- As to form and execution by the
3. ATTORNEY GENERAL:

By
Date

4. COMMISSIONER OF ADMINISTRATION:

By (authorized signature)
Date

5. COMMISSIONER OF FINANCE:

By (Encumbrance Center authorized signature)
Date

RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

Be it resolved that the City of _____ enter into an agreement with the Minnesota Amateur Sports Commission/State of Minnesota for the Ice Ringette Program Award to be conducted during the ice ringette season, November 11, 1989 through April 30, 1990.

_____ is hereby authorized to execute such
(primary contact person)
agreements as are necessary to implement the Ice Ringette Program Award on behalf of the City of _____.

I certify that the above resolution was adopted by the _____
(executive body)
_____ of _____
(grantee)
on _____
(date)

SIGNED:

WITNESSED:

(signature)

(title)

(date)

(signature)

(title)

(date)

(The signed and witnessed should be of persons other than the official authorized to sign the contract.)

Consent _____

Agenda Item: F-6

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

LEAGUE OF MINNESOTA CITIES' IMPOSITION OF
INSTITUTIONAL FEE ON LMCIT

SUBMITTED BY:

Dean A. Nyquist, Brooklyn Center Mayor

REVIEWED BY:

Jan Wiessner

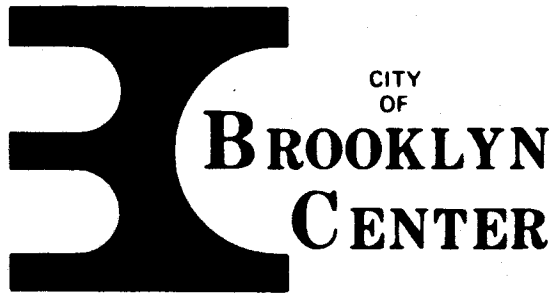
EXPLANATION/SUMMARY (attach additional sheets as necessary):

Several cities have been taking positions on this issue. Attached are copies of correspondence which summarize both sides of the issue. Falcon Heights is a member of CMC and the LMCIT. Carol Carlson is a member of the LMC Board and can explain the background for LMC's actions.

ACTION REQUESTED:

Discuss and pass resolution if desired.

JW



Original to TB 11/9/89
* c. TB
Agenda
TT NOV 9 1989

6301 SHINGLE CREEK PARKWAY
BROOKLYN CENTER, MINNESOTA 55430

TELEPHONE 561-5440

EMERGENCY - POLICE - FIRE

911

TO: Mayors of Minnesota Cities

FROM: Dean A. Nyquist, Brooklyn Center Mayor *D.A. Nyquist*

DATE: October 13, 1989

SUBJECT: Imposition of an Institutional Fee by the League of Minnesota Cities on the League of Cities Insurance Trust

Attached please find a copy of a resolution passed by the City of Brooklyn Center objecting to the institutional fee charged by the League of Minnesota Cities (LMC) to the League of Minnesota Cities Insurance Trust (LMCIT).

Some of you may be aware of this institutional fee and others may not. If you examine the founding documents of the LMCIT, you will find its purpose was and is to obtain insurance coverage at reasonable cost and join together with other cities to provide that service. It also provided that should there be monies in excess of the needs of the LMCIT, it should be returned to the members of the LMCIT. It should also be noted the LMCIT has consistently marketed itself as returning excess monies as dividends to member cities. From its inception in 1980 until 1988, the LMCIT operated within those guidelines. In 1988 the LMC and the LMCIT entered into a management service agreement which, for the first time, instituted a 1.5% institutional fee based on the gross premiums of workers' compensation and property/casualty programs of the LMCIT. From my perspective, this is not a proper expenditure by the LMCIT as the monies paid to the LMC as an institutional fee should have been paid to the members of the LMCIT.

In the last two years the institutional fee has amounted to \$425,000 in the 1988-89 fiscal year and \$584,000 in 1989-90. The LMC has used these funds for property tax computer modeling, tax increment financing project, and the League's personnel project. These are legitimate League of Cities' activities. However, our objection is to the matter in which they are being financed. If these projects are needed, and they well might be, then we believe they should go through the LMC dues funding process, not



Mayors of Minnesota Cities

-2-

October 13, 1989

a special "tax or institutional fee" on the LMCIT membership. The membership of the LMC is larger than the membership of the LMCIT and, as a result, some LMC member cities receive benefits without sharing in their cost. Cities who have joined the LMCIT to save money on insurance costs are now financing League programs through this "institutional fee".

Brooklyn Center is asking other cities to join it in passing resolutions, similar to the one attached, which calls for the LMC to stop this practice and reimburse the LMCIT for previous "institution fees" paid. Should you have any questions or other concerns, please contact me or Jerry Splinter, Brooklyn Center City Manager, at 612-561-5440.

Enc.

Member Celia Scott introduced the following resolution and moved its adoption:

RESOLUTION NO. 89-175

RESOLUTION OPPOSING THE IMPOSITION OF AN INSTITUTIONAL FEE
BY THE LEAGUE OF MINNESOTA CITIES UPON THE LEAGUE OF MINNESOTA CITIES
INSURANCE TRUST

WHEREAS, The League of Minnesota Cities' Insurance Trust was created under the authority of the joint Powers Act, M.S. 471.59 in 1980 to provide a means through which cities can cooperate to obtain the insurance coverage they need at a reasonable cost; and

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) is governed by a five member board of trustees appointed by the League of Minnesota Cities (LMC); and

WHEREAS, Article VI. of the LMCIT Insurance Trust Agreement established a fund into which all of the Trust's income is to be deposited and which is used to pay the expenses of operating LMCIT's risk protection programs, including administrative, legal, and other expenses; and

WHEREAS, Article VI. directs that any excess in the fund be returned to the individual LMCIT members and that each member's refund will be determined on the basis of (1) the total amount paid by the member to the Trust; and (2) to the extent that the trustees decide it is advisable, the member's individual loss experience; and

WHEREAS, since the beginning of LMCIT's insurance program, brochures and other marketing tools promoting the insurance program, as well as frequent articles in the Minnesota Cities' magazine, have consistently stated that, if premiums exceed what is needed to fund losses and expenses, the only thing which can be done with the surplus is to return the money to the cities; and

WHEREAS, many cities bought into the program with confidence that this promise would be kept; and

WHEREAS, since the creation of LMCIT by LMC, LMC has been, and continues to be, reimbursed by LMCIT for LMC cost of administering the insurance program. Such costs include personnel, overhead, direct costs, and pro-rated expenses; and

WHEREAS, the trustees of LMC and LMICT did, in 1988, enter into a management services agreement which, for the first time, included an institutional charge of 1.5% of the gross premiums of the LMCIT workers compensation and property/casualty programs to "constitute reimbursement to LMC for the use by LMCIT of LMC's name, good will, reputation, municipal and legislative expertise, and organizational capacity"; and

WHEREAS, this charge is in addition to other reimbursed costs; and

RESOLUTION NO. 89-175

WHEREAS, the LMC has transferred, or will transfer, the amounts of \$425,226 for fiscal year 1988-89 and \$584,466 for fiscal year 1989-90 and LMC subsequently appropriated \$387,292 and \$554,019 respectively of the transfers in fiscal years 1988-89 and 1989-90 to the LMC special projects budgets to fund a property tax model, a tax increment financing project, and a personnel project; and

WHEREAS, the City Council of the City of Brooklyn Center has determined that the institutional fee is an inappropriate profit taking by the LMC, particularly in light of representations which have been made to the members that all unused funds will be rebated to LMCIT members, and questions the appropriateness of raising funds from LMCIT members to pay for expenses and programs of the LMC for which they are already paying dues, thereby in effect penalizing LMCIT members by requiring them to pay a disproportionate share of the costs of projects approved in the LMC special projects budget solely because they are participants in the LMCIT.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Brooklyn Center to request the trustees of the League of Minnesota Cities and the League of Minnesota Cities Insurance Trust to remove the institutional charge from the management services agreement and for LMC to return to LMCIT all funds transferred for institutional charges; and

BE IT FURTHER RESOLVED that the City Clerk be directed to forward a copy of this resolution to the trustees of the LMC and the LMCIT.

September 11, 1989

Date

Dean A. Nyquist

Mayor

ATTEST:

Patricia A. Page
Deputy Clerk

The motion for the adoption of the foregoing resolution was duly seconded by member Todd Paulson, and upon vote being taken thereon, the following voted in favor thereof: Dean Nyquist, Celia Scott, Todd Paulson, Jerry Pedlar, and Philip Cohen; and the following voted against the same: none, whereupon said resolution was declared duly passed and adopted.

NDV 9 1989



League of Minnesota Cities

183 University Ave. East
St. Paul, MN 55101-2526
(612) 227-5600 (FAX: 221-0986)

November 8, 1989

TO: City Managers and Clerks
FROM: Millie MacLeod, LMC President
RE: LMC/LMCIT Fees

There has been some discussion of the fees charged by the League for various services to the League of Minnesota Cities Insurance Trust (LMCIT). Because some of the information being circulated to cities is not completely accurate, I believe that, as League president, I should communicate the facts to every League member.

First, what is the present situation with League fees for services to LMCIT? The League has an agreement with insurance trust which specifies that LMCIT pays LMC for all direct costs attributable to the operation of LMCIT. As the agreement on League costs was developed, the League board realized the value of certain services provided to LMCIT were difficult to assign a direct cost figure. After considerable discussion by the League board and the LMCIT trustees, the board concluded that a fee of 1.5 percent of the premium volume for the property casualty and the workers' compensation program would be appropriate. This fee went into effect on January 1, 1989.

The League board did not arrive at this decision suddenly or without considerable discussion. The question of a fee of this type was considered by the 1986 Dues and Services Committee. That Committee recommended that the League collect an additional fee from LMCIT. The issue was further considered by the League budget committees in 1987 and 1988. These committees recommended a fee of this type. The League board considered the matter on more than three occasions and the issue was before the LMCIT trustees at least three times as well. Finally, the board asked a special "blue ribbon" committee to review the matter before final action was taken. Each of these broadly representative committees supported the additional fee.

The board has received several resolutions adopted by city councils suggesting this fee be reviewed. The board has directed the League meet with the first city which adopted such a resolution to discuss the issue. That meeting has been set for later this month.

This issue also arose at the August meeting of the Coalition of Greater Minnesota Cities. A resolution on this subject was offered during that meeting for consideration but it was withdrawn after I suggested that

we discuss the issue before putting everyone in a corner on the question. After that meeting, I held a meeting with the authors of the resolution.

In reviewing the resolutions passed by the cities and offered at the Coalition meeting, I believe some issues need clarification. The resolutions suggest that the League/LMCIT fee is an "excess profits tax". This is not the case. LMCIT has no profits. Any funds not used to pay claims, reserved for future claims, or to pay for the operation of LMCIT are returned to the LMCIT members. The trustees, in fact, voted to return \$7,000,000 at their October meeting. This means that LMCIT has returned \$15,000,000 to members over the past three years.

What does the 1.5 percent fee cover and why is it hard to calculate an exact cost for League services? Consider how difficult it is to answer the following questions: How valuable to the LMCIT are the retention of the statutory limits on municipal liability? How valuable to LMCIT is the tort reform act which materially limited tort claims against cities? How valuable to LMCIT are many of the briefs filed at the Minnesota Court of Appeals and the Supreme Court on issues affecting municipal liability and personnel management issues? And, how valuable to LMCIT is the lobbying which the League conducts on personnel and management issues at the Legislature and with the Governor? How valuable to LMCIT was League sponsorship and endorsement when LMCIT was established? And, how valuable to LMCIT was the three years of staff and board work which the League undertook to establish LMCIT? How valuable to LMCIT is the promotion of the insurance trust through articles in Minnesota Cities magazine? And, how valuable to LMCIT is the preparation of press releases and other promotional materials? Finally, how valuable is it to LMCIT to provide promotional materials and programs to city officials at the LMC annual meetings, regional meetings, and other meetings? These League services are unreimbursed by LMCIT and an exact valuation is difficult, if not impossible to achieve.

How does LMCIT pay for the services it receives? LMCIT pays North Star Risk Services 12 percent of casualty program's premium volume for its services in managing the program. Employee Benefit Administration (EBA) is paid 9.4 percent of the workers compensation premium volume for similar services with respect to this program. This is a customary method of paying for some services and value received by LMCIT.

Is the LMCIT fee structure unique? Is it unusual for LMCIT to pay a percentage of premium volume for the value it receives? No, it is not. A number of state municipal leagues sponsor pooled self insurance programs. Most charge a flat fee for these same kind of services and most charge more than 1.5 percent of premium volume.

The LMCIT trustees suggested the proceeds from this fee be placed in a special account and not be combined with the League's general fund.

November 8, 1989

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The League board agreed with the trustees and established a separate account which would finance projects undertaken with the proceeds from the fee. A special committee representing the broad spectrum of the membership was created to advise the board on what projects should be funded and to review proposed budgets. Based on this committee's work, the board approved funding for three projects. The projects are a property tax analysis project; an economic development information project; and a personnel information project.

The project which has caused the most discussion is the property tax analysis project. Some cities have suggested that the League should not undertake this project because the Coalition of Greater Minnesota Cities already has developed a property tax model and the League project might be used against the interests of the cities who supported this research. In a meeting with representatives from some of the Coalition's cities, I pointed out that the League will establish an advisory committee to the property tax analysis project. I also indicated the committee would be appointed immediately so the project would be monitored by representatives from all interested cities as the work develops.

The League board also discussed this issue extensively. The board concluded that there ought to be an objective, unbiased property tax research capability which belongs to all of Minnesota's cities. The board hopes that other groups of cities will benefit from the League capability and, perhaps, be able to diminish expenditures on independent systems.

The other two projects also rely upon extensive data collection and should provide beneficial products to Minnesota cities. The economic development/tax increment project will seek to develop extensive information on various economic development and redevelopment tools, such as tax increment finance and the use of bond allocation authority. Tax increment financing has been the subject of extensive criticism by the Legislature for the past four legislative sessions. Sound information concerning TIF projects is needed to document cities proper use of TIF and to guard against further restrictions on this vital development tool.

The personnel information system will collect and analyze information on municipal employment. It will provide an automated wages and benefits information database which is current throughout the year. This will assist cities in establishing appropriate compensation arrangements for municipal employees and serve as a basis for research on municipal compensation. As we all know, current information and research is fundamental to influencing the legislative process.

The budget for these "special projects" in their first year, which was supported by the proceeds of the LMCIT fee, was \$387,000. During the first full year of fee collection, the budget will be \$554,000.

November 8, 1989

Page 4

The three projects are proposed to continue at that funding level for the next three years, at which time these special projects will be subject to board review.

I believe the League board has acted responsibly in dealing with both the institutional fee and the expenditures of its proceeds. The process has been a slow and deliberative one spanning over two years. A broad spectrum of opinion and a great quantity of analysis was considered as we proceeded. We are available to continue to work with the cities and to support quality services for our members.

Please consider the information I have provided you. The board is laboring earnestly to produce programs which will benefit all of our members through equitable policies. With the League, what you see is what you get. There are no hidden agendas. The entire program remains in the firm control of representatives of all of the cities in Minnesota under whose leadership we seek the best solutions for all.

Consent _____

Agenda Item: F-7

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

REQUEST TO PURCHASE NEW COPY MACHINE

SUBMITTED BY:

Tom Kelly and Clerical Staff

REVIEWED BY:

Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Staff has received 12 proposals from copier companies. After trying four machines, we recommend purchase of the Konica 3290 at a purchase price of \$7,433. This was included in the 1990 Capital Improvement Budget as reviewed at the Budget Workshops.

ACTION REQUESTED:

Authorize expenditure of \$7,433 for a new Konica 3290 copy machine with proceeds of the Capital Notes to be issued after 1990 budget is approved.



CITY OF
FALCON HEIGHTS

2077 W. LARPEN TEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (612) 644-5050 FAX (612) 644-8675

November 21, 1989

TO: Jan Wiessner

From: Tom Kelly and Clerical Staff

RE: Purchase of Copy Machine

The City has received twelve different copier proposals ranging from \$5,052 to \$17,620 in cost. Of these twelve, we have tried four machines, Konica 3290, Ricoh FT5560, Gestetner 2332ZD and Panasonic 5060.

The Gestetner 2332ZD's copy quality was poor at best. The machine that was on loan to us needed some maintenance. When the service tech came out, he only repaired some of the problems; therefore their service may not be adequate. Staff feels it would be a big mistake to purchase this machine.

The other three machines are all very comparable with the following characteristics:

<u>Machine</u>	<u>Cost</u>	<u>Trade-in</u>	<u>Purchase Price</u>	<u>Copies/Min.</u>	<u>Maintenance Cost/Copy</u>
Konica 3290	\$7,433	0	\$7,433	32	\$.01
Ricoh FT5560	11,519	3,524	7,995	40	.01
Panasonic 5060	13,828	5,000	8,828	50	.009

All of these machines have auto feed, auto duplexing, reduction/enlargement and large capacity tray. Other considerations are the Konica 3290 seems more user friendly. We would also keep our old machine which the Fire Dept. has expressed interest in. The City staff is most familiar with Konica because our old machine is a Konica (Royal changed name to Konica), thus we know what to expect from the service department with which we are satisfied. (However, the other machines are from reliable firms so service should not be a major issue.) Finally, for reasons we don't understand, the faster the copies per minute, the slower the single copy time is. This means if you need one copy of one page, the Konica 3290 will do it faster than the Panasonic 5060.

Page 2

The staff recommends the purchase of the Konica 3290 because of these reasons of price, service and easy to use. Finally, these funds for the purchase will come from the issuance of Capital Notes.

TK:pp

Consent _____

Agenda Item: F-8

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

POP MACHINE REVENUE ALLOCATION

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

Pop Fund Committee: Terry Iverson, Jay Morgan and
Carol Carlson
Staff

EXPLANATION/SUMMARY (attach additional sheets as necessary):

About a year ago, we started using RC product pop machines in City Hall and at the Community Park. As long as we purchase pop from the company, there is no charge for the machines. The initial investment of purchasing pop has been covered and there is currently approximately \$700 in the General Fund that has been generated by the pop. A committee made up of city employees recommended to the rest of the staff that either (1) the price of the pop be lowered (actual cost is about \$.27 per can) or (2) keep the price high enough to generate a small profit (\$.40 a can) and request that the proceeds be used to set up an employee fund.

At a staff meeting last week, this was discussed and the staff requests that the pop price be set at \$.40 at City Hall and \$.50 at the Park and the proceeds be used for purposes such as an employee picnic, holiday party, flowers for special occasions or illnesses, kitchen items, etc. It is felt that having funds available for this purpose will benefit staff morale and productivity and eliminate the necessity of taking up frequent collections. We can set this up as a Special Revenue Fund and authorize the expenditures for this purpose. This is an allowable city expense as long as it is authorized by the Council and included in the City's audit.

ACTION REQUESTED:

1. Establish a Special Revenue Fund for the purpose of employee recognition using pop machine revenue.
2. Authorize expenditures out of this fund for purposes such as: Employee picnics, holiday parties, flowers for special occasions, kitchen items, etc.

 _____

Consent _____

Agenda Item: F-9

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 11/29/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

State Representative Mary Jo McGuire will make a brief presentation on the Special Legislative Session

SUBMITTED BY:

Rep. Mary Jo McGuire

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

ACTION REQUESTED: FOR INFORMATION ONLY



CITY OF
FALCON HEIGHTS

2077 W. LARPENTEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (612) 644-5050 FAX (612) 644-8675

November 21, 1989

TO: Mayor Baldwin and Councilmembers
Sue Gehrz
Shirley Chenoweth

FROM: Jan Wiessner

RE: Council Planning Session

The Falcon Heights City Council planning session has been scheduled for November 23-24 at the White Bear Country Inn. The following schedule is planned (but open for modification):

Fri. 2:00-7:00 P.M.	Check-in. The White Bear Country Inn has a swimming pool and if you'd like to check in before 2:00, just call before you leave home and they'll have your room ready. They have free hors d'oeuvres in the bar from 5:00-7:00 P.M. We'll have snacks and beverages in the Mayor's suite.
7:00-9:00 P.M.	<u>Poolside or Mayor's Suite:</u> Team Building, Geier Personality Profile and Review of 1989 Strategic Planning Session
Sat. 8:00-9:00 A.M.	Breakfast in the restaurant
9:00-12:00	Planning Workshop in the Manitou Room
Noon	Lunch in the restaurant
1:00-4:00 P.M.	Planning Session in the Manitou Room

DIRECTIONS: Hwy. 36 to Hwy. 61 - North on 61 six miles (4 miles from 694). White Bear Country Inn is on the right hand side of Hwy. 61 between Pizza Hut and MacDonalds.

JW:pp

CANVASSING BOARD MEETING
NOVEMBER 8, 1989

A meeting of the Canvassing Board of the City of Falcon Heights was called to order at 6:45 P.M. on November 8, 1989.

Present were Canvassing Board Members Ciernia, Wallin, Bush, Chenoweth and Baldwin.

The Canvassing Board reviewed the tabulation reports of the two precincts for the City Election held November 7, 1989, with the following result totals:

FOR THE OFFICE OF COUNCILMEMBER

	Precinct 1	Precinct 2	Total
Phil Chenoweth	185	301	486
Paul Ciernia	238	334	572
Sue Gehrz	376	219	595
Bob Ferguson		1	1
Hans Lindeman		1	1
Phil Snowdon		1	1
O. Godert		1	1
Walt Parker		1	1
Elizabeth Yost	1		1
No Name	1		1

Registered Voters

7:00 a.m.	1,791	1,477	3,268
8:00 p.m.	1,806	1,488	3,294
Voters	515	470	985
% Vote	28.51	31.59	29.90

Member Bush moved and the Falcon Heights Canvassing Board unanimously declared the following persons duly elected to the Office of Councilmember and the Acting City Clerk in Charge of Elections was directed to certify such election returns to the Ramsey County Auditor.

COUNCILMEMBER - Sue Gehrz for a term of four years
effective January 1, 1990

COUNCILMEMBER - Paul Ciernia for a term of four years
effective January 1, 1990

Adjournment: The meeting was adjourned at 6:50 p.m.

Tom Baldwin, Chairperson

ATTEST:

Carol Carlson, Acting City Clerk
in Charge of Elections