

Jen's Copy

ADMINISTRATIVE UPDATE - JULY 27, 1988

- ✓ 1. Sprinkling Restrictions
- ✓ 2. 4th of July
- ✓ 3. Sale of Squad Car
- ✓ 4. Planning Project
- ✓ 5. Student Intern
- 6. Office Remodeling
- ✓ 7. Lauderdale Fire and Ambulance Service
- 8. Recycling Report
- 9. Twins Game - August 23
- ✓ 10. Ice Cream Social - Thurs. July 28, Reminder!
- 11. Sidewalk Inspections - 52 letters
- 12. Tree Inspections
- 13. Optical Scanning Voting Machines
- 14. 40th Birthday Celebration Committee (1989)

* Cash Announcement
* Sign -

June

15.65 tons
76% paper
19% glass
5% metal

Signs
1st + 3rd Tr.
Grant approved

→ April 1

Computer team takes 2nd in world

APRIL 1978

By John Magford
They're a team made in computer heaven.

Apple II's and **Apple II's** at Falcon Heights Elementary School, learned last week that they placed second in the elementary school division of the International Computer Solving Contest.

The contest, which also had junior high and senior high divisions, was sponsored by the University of Wisconsin—Parkside. There were two computer language categories—Logo and Basic. Dodds and Nordell competed in Logo.

At Falcon Heights School, where both are 11, the two boys, who are 11, were the only ones to finish the contest in the world, for

computer instructor at the school.

A world competition it was. The first place finisher in the elementary Logo division was Ann Chazarreta, of Bala, Pa.

"It's pretty neat," Dodds said about the weekly award. "I guess maybe we thought we'd get top five, or top 10, but not second."

Teamwork was key to the pair's success, Christensen said.

"I got tons of compliments from judges on how well they worked together," she said. "They really did."

The road to international success for the Falcon Heights pair began in January, when they spent several weeks

COMPUTERS: To page 11



Joel Nordell, left, Bryan Dodds and instructor Rita Christensen work on a computer program at Falcon Heights Elementary School. Dodds and Nordell recently placed second in the International Computer Problem Solving Contest.

Computer: Manual was key to award

From page 1
Christensen in preparation for the state portion of the contest. The state contest was held April 28 at Spring Lake Park High School.

Like hundreds of other entrants from throughout the state, Dodds and Nordell sat at a computer terminal and tried to figure out five problems given them. Unlike the hundreds of others, Dodds and Nordell solved them all.

As the result of a points system used by judges, Dodds and Nordell finished second to a team from Park Terrace Elementary in Spring Lake Park. The Park Terrace team also solved all five.

The computer disc, Dodds and Nordell wrote their programs on at the state competition, as well as the discs of the Minnesota champs and 325 other local winners from throughout the world, were sent to the international

judge at UW—Parkside. Judging in the international was independent of what took place in local competitions. In fact, the trio from Spring Lake Park finished seventh in the international.

When Dodds and Nordell walked into Spring Lake Park High, they were confident, especially in their ability to write graphics programs.

"I thought we had a pretty good chance," Dodds said. "We'd gone over all the problems of previous contests, and knew how to do them."

Dodds and Nordell whizzed through the first three problems, all dealing with graphics, in 15 minutes. Then came trouble.

"The first three were really, really easy," said Nordell. "The last two were really hard—they were word problems." Contest rules allowed participants to use only Apple Computer manuals. Dodds

and Nordell had a different type and weren't allowed to use it.

Without a manual, they were stumped. "So we went over to a team who wasn't using their's, they were still on the first problem, and borrowed it," Nordell said. "It doesn't help you solve the problem, but it gave us some commands we didn't know. If we didn't have that manual, we wouldn't have solved them."

Bryan added: "We finished with 10 minutes to spare."

After the two hours, they came up to me and said, "We solved all the problems, it's great." Christensen said. The Wednesday after school paid off, Nordell and Dodds agreed. "It was OK," Dodds said of the after school session. "There was nothing else to do. It was snowy out."

St. Paul Private Assn Cable firm asks cities to run public access

By Ann Baker

The alternative is to increase monthly subscriber rates.

North Central Cable Commission Corp. says it will make cable TV subscription rates by 1978 to \$4.57 a month in low urban areas, where local governments agree to take over the operation of local programs — and to pay as little as 45 cents per subscriber per month.

The ultimatum struck area city officials and cable commission members "like a bolt out of the blue" last week, say cable officials.

North Central and letters outlining its position to several city officials and cable commission members. "Like a bolt out of the blue" last week, say cable officials.

Company officials said the intent of the letter was to induce negotiations for local programs to take over production of local programs.

Water usage

The City of Falcon Heights gives their water resources wisely. By reducing water consumption on a voluntary basis during this drought period, we can help limit the amount of water we draw from the Mississippi River.

The City of Falcon Heights has planted new boulevard trees in many areas of the city and real-estate help is needed to assure that the trees receive adequate water during this stress period.

The St. Paul Water Utility, which provides water to the City of Falcon Heights, has indicated that a significant leak-up system is available to supply water to its customers and maintain this tree program.

The St. Paul Water Utility will continue to monitor water conditions and will advise Falcon Heights residents if further adjustments are needed.

Cable

Continued from Page 1

"I think one reason is that we're in the middle of negotiations. It's a hard time to go along with the request."

The local commission don't object to taking responsibility for the program. In fact, most of the commission members think the 45-cent monthly fee is reasonable. They are concerned that the public-produc cable television programs could be done more thoroughly and economically by an independent operation than by company employees.

And for the past several months, area commissioners have taken initiative and prepared to accept the role of treasurer of responsibility for the program. Local production at the company. Local production at the company. Local production at the company.

Up to now, North Central has covered the costs as required under contracts covering its local franchises.

But those costs are "arbitrary, wasteful and extremely burdensome," North Central's chief operating officer John R. Eddy wrote in a July 8 letter to the local commission.

Eddy says only a handful of people from the public use the oppor-

unity to produce local programs. But he says the cost of station staff and equipment for local production exceeds 5 percent of the company's revenue.

Local cable commission officials who were available to discuss the issue last week said they think the company is inflating its reported public that local programming isn't worth what it costs.

The company's current cost calculations for local programs are \$200,000 to \$250,000 higher than what it reported previously.

In the North suburban area, the company last week estimated its costs for local production at \$473,000 a year, while the estimate last year was \$57,000.

But instead of giving the local cable commission either of those amounts to take over local production, the company proposed to provide \$85,000 a year, or 45 cents per month per subscriber.

In addition, the company would transfer \$117,000 worth of equipment to the local production group. And it suggests the local commission could use the franchise fees

Falcon Heights fireman attends sprinkler clinic

By Ann Baker

Terry Iverson of the Falcon Heights Fire Department, recently participated in a one-day residential sprinkler workshop sponsored by the Federal Emergency Management Agency, United States Fire Administration and the National Fire Protection Association.

The workshop, one of 15 being offered in the United States this year, focused on the nation's fire insurance problem and the benefits and incentives for using sprinklers in residential properties.

Participants had the opportunity to hear experts speak on sprinkler research, including a review of data on approved and listed hard ware, legislative proposals relative to sprinkler installations and related administrative and personnel issues.

The workshop is of specific interest to building officials, developers, code enforcement officials, architects, sprinkler contractors, insurance adjusters and others including the fire service.

Call 644-5050 for more information.

CITY OF FALCON HEIGHTS
AGENDA
JULY 27, 1988

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

B. ROLL CALL: WALLIN BUSH CIERNIA CHENOWETH *Absent*
 BALDWIN *Absent* WIESSNER S. CHENOWETH ATTORNEY _____ ENGINEER _____

C. APPROVAL OF MINUTES OF JUNE 22, 1988

ACTION: _____

D. PUBLIC HEARINGS:

m/a 1. 7:15 P.M. - Hearing on Proposed Code Amendment Clarifying Wording of Chapter 9-2.02, Subd. 2, Relating to Dimensionally Sub-standard Structures

ACTION: as proposed

E. CONSENT AGENDA:

1. Disbursements
 - a. General Disbursements through 7/27/88, \$83,073.31
 - b. Payroll 7/1/88 - 7/15/88, \$12,276.01
 - c. Statement from Dahlgren, Shardlow & Uban through 6/30/88, \$599.40
 - d. Statement from Jensen, Hicken, Gedde & Soucie for June, 1988, \$1,559.75
 - e. Statement from Maier, Stewart & Assoc. through 6/25/88, \$2,789.70
 - f. Sinking Fund, \$28,060.00
2. Adopt Resolution Authorizing Mayor & Administrator to Enter into a Joint Cooperation Agreement with Ramsey County
3. Commission Minutes
 - a. Solid Waste Commission Minutes of July 6, 1988
 - b. Planning Commission Minutes of July 11, 1988
4. Withdraw Tsippi Wray from Human Rights Commission Roster.
5. Licenses
6. Ramsey County Sheriff's Report for June, 1988

ACTION: _____

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

1. Request for Partial Payment for 1988 St. Mary's Street Improvement Project

ACTION: _____

2. Request for Final Payment for 1988 Sealcoating

ACTION: _____

Comback 3. Conditional Use Request to Operate a Pool Hall in a B-2 District Refer to Planning Commission & Schedule Hearing

ACTION: *m/a* - Refer to Pl. Comm. - 8-24-88 7:15

Pl. Comm. to Rec. suggested conditions

4. Designation of Streets to be Posted "No Parking" During State Fair
m/a as rec. w/ addition of Shelving Ave.

ACTION: _____

5. ✓ Removal of Diseased Elm Trees at 1701 Fairview

ACTION: _____

pull ← 6

- Personnel Policy Regarding City Employee Involvement in Fire Department and Revised Fire Marshal Job Description

ACTION: _____

7. Loss Control Issues: Safety Modifications Recommended for City Parks
**See Cost Summary handed out at meeting.*

ACTION: _____

8. 1989 Budget Preparation Process

ACTION: _____

9. Schedule Public Hearing for the Assessment of Delinquent Sanitary Sewer and Storm Drainage Charges for August 24, 1988

8:00

ACTION: _____

G. ANNOUNCEMENTS AND UPDATES:

H. ADJOURNMENT:

ACTION: _____

Introduce Carol

MINUTES
REGULAR CITY COUNCIL MEETING
JUNE 22, 1988

Baldwin called the meeting to order at 7:00 P.M.

ALL MEMBERS PRESENT

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

ADDENDUM TO CONSENT AGENDA

Wallin moved the addition of the following licenses to Item E(7) of the Consent Agenda: Falcon Lanes; Bottle Club and Corporate Licenses, and Paisano's; Corporate, Wine and On-sale Non-Intoxicating Malt Liquor Licenses. Motion carried unanimously.

MINUTES OF REGULAR COUNCIL MEETING OF MAY 25, 1988 APPROVED

Council approved the Minutes of May 25, 1988 as presented.

MINUTES OF SPECIAL COUNCIL MEETING OF JUNE 14, 1988 APPROVED

Council approved the Minutes of June 14, 1988 as presented.

CONSENT AGENDA APPROVED

Council approved the following Consent Agenda:

1. Fire/Ambulance Runs
2. Disbursements
 - a. Disbursements through 6/22/88, \$92,428.54
 - b. Payroll, 5/16/88 -5/31/88, \$7,599.59
 - c. Payroll, 6/1/88 - 1/15/88, \$10,220.80
 - d. Maier Stewart & Associates, \$3,250.57
 - e. Jensen, Hicken, Gedde & Soucie, April, 1988, \$3,552.25
 - f. Jensen, Hicken, Gedde & Soucie, May, 1988, \$7,787.90
3. Commission Minutes
 - a. Park & Recreation Minutes of May 9, 1988
 - b. Human Rights Commission Minutes of May 19, 1988
 - c. Planning Commission Minutes of June 6, 1988
4. Human Rights Resignation/Appointment
 - a. Resignation of Richard Gauger, 1815 Fairview
 - b. Appointment of Richard Talbot, 1531 W. Idaho, to Replace Gauger, Term to Expire 12/31/90
5. Permitted Use Request from Keith D. & Mary Jo Hobbie, 1878 Albert, to Construct a Utility Building
6. Ramsey County Sheriff's Report for May, 1988
7. Licenses

1987 AUDIT PRESENTATION

Richard Ellsworth, George M. Hansen and Company, presented and reviewed the audit report for the year ending December 31, 1987, a copy of which is on file in the Clerk's Office.

7:15 - PUBLIC HEARING ON PROPOSED AMENDMENT TO CHAPTER 9,

REGARDING PARKING REQUIREMENTS FOR RESTAURANTS AND OTHER FOOD RELATED BUSINESSES

Baldwin opened the public hearing at 7:15P.M. and presented the Affidavit of Publication. There being no one in attendance wishing to be heard the hearing was closed at 7:18 P.M. Following a brief discussion of the amendment proposed by City Planner John Uban, Ciernia moved adoption of Ordinance O-88-13. Motion carried unanimously.

ORDINANCE O-88-13

AN ORDINANCE AMENDING SECTION 9-13.04 OF THE MUNICIPAL CODE RELATING TO RETAIL PARKING

SALE OF OLD SQUAD CAR (1985 DODGE DIPLOMAT) AUTHORIZED

Wiessner explained that two bids had originally been received on the squad car, one from the State Fair and the other from Beltline Motor Center of Wausau, Wisconsin; however, the State Fair has withdrawn their bid. Chenoweth moved approval of the sale to Beltline Motor Center at a price of \$1,707 (vehicle only, stripped of equipment). Motion carried unanimously.

FIRE DEPARTMENT MUTUAL AID AGREEMENT APPROVED

Bush moved that the Mayor and Administrator be authorized to sign the proposed Mutual Aid Agreement as presented. Motion carried unanimously.

LINDA M. TREEFUL DESIGNATED AS CITY FORESTER

Wallin moved the designation of Linda M. Treeful as City Forester effective July 1, 1988 to replace Scott Enebak who is moving from the area. Motion carried unanimously.

PUBLIC HEARING ON PROPOSED AMENDMENT TO CHAPTER 9-2.02 OF THE CODE RELATING TO DIMENSIONALLY SUB-STANDARD BUILDINGS SCHEDULED FOR 7/13/88

Council scheduled a public hearing for 7:15 P.M., July 13, 1988 to consider a proposed amendment relating to dimensionally sub-standard buildings.

CHANGES IN JOB TITLES, LINES OF RESPONSIBILITY, AND POSITION RESPONSIBILITIES FOR SOME STAFF MEMBERS

After thoroughly reviewing the proposed changes in job descriptions, titles, and lines of responsibility, Council agreed to the following recommended changes: (1) Title change from Clerk Administrator to City Administrator, Executive Secretary to City Clerk, and Deputy Clerk to Finance Manager/Administrative Assistant to better reflect the actual duties. A few minor changes in the job descriptions were also approved.

*NOTE:
This was
changed due
to publishing
deadlines &
for July 4

JOB DESCRIPTIONS FOR PUBLIC WORKS WORKER AND FIRE MARSHAL
DEFERRED TO 7/13/88 MEETING

Council did not concur on the proposed changes in the job descriptions for Public Works Worker and Fire Marshal. Some members felt it inappropriate to include firefighting in the duties for the Public Works Worker and questioned the present method of compensation for full time staff when responding to Fire/Rescue calls. It was recommended that the description be re-written and an amendment be drafted governing duties and compensation for any staff member who might become a member of the Fire/Rescue Department. The matter was deferred to the July 13th Meeting.

PRESENTATION BY ARKELL DEVELOPMENT

Mark Clemens and Carol Slavick, representing Arkell Development, presented information on their firm and indicated they are in the process of purchasing the Stratford Office Park buildings and undeveloped land. Their intent would be to construct 60 to 64 one and two bedroom senior housing units on the open land, and asked if Council would be interested in such a project. Council indicated they were not opposed to the concept, but that many items would need to be addressed such as density and financing.

ADJOURNMENT

Council adjourned the meeting at 8:45 P.M.

Tom Baldwin, Mayor

ATTEST:

Janet R. Wiessner, City Administrator

Consent _____

Agenda Item: D-1

Policy x

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

7:15 Public Hearing on clarification of wording: Chapter 9-2.02 of City Code relating to dimensionally sub-standard buildings or structures.

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

Planning Commission

EXPLANATION/SUMMARY (attach additional sheets as necessary):

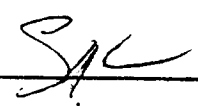
At the April 13, 1988 Council Meeting, the Council agreed to their understanding of the meaning of an unclear section of the City Code.

Attachments:

- (a) Copy of Existing code and original Planning Commission Recommendation.
- (b) **Copy** of May 11th Council minutes referring matter back to Planning Commission.
- (c) Copy of Planning Commission Minutes of June 6, 1988

ACTION REQUESTED:

OK



existing wording

9-2.02 Non-Conforming Uses, Buildings and Structures

Subd. 2. Preservation of Dimensionally Substandard Buildings or Structures.

Except as hereinafter provided in this Section, buildings or structures lawfully existing on the effective date of this Code may be maintained although such building or structure does not conform to the dimensional standards of this Code. ~~but any~~ Any such building or structure shall not be altered or improved beyond normal maintenance. ~~However, except that~~ any lawful dimensional substandard residential building, accessory building, or structure may be altered or improved if the existing substandard dimension relates only to setback requirements ~~and does not exceed provisions of this Code~~ and shall not increase the existing substandard dimensions.

PLANNING COMMISSION RECOMMENDATION

9-2.02 Non-Conforming Uses, Buildings and Structures

Subd. 2. Preservation of Dimensionally Substandard Buildings or Structures.

Except as hereinafter provided in this Section, buildings or structures lawfully existing on the effective date of this Code may be maintained although such building or structure does not conform to the dimensional standards of this Code. ~~but any~~ Any such building or structure shall not be altered or improved beyond normal maintenance. ~~However, except that~~ any lawful dimensional substandard residential building, accessory building, or structure may be altered or improved if the existing substandard dimension relates only to setback requirements ~~and does not exceed provisions of this Code~~ and the alteration shall not increase the existing substandard dimensions.

delete

*Pl. Comm
Rec. to
delete*

MINUTES
MAY 11, 1988
PAGE 3

B
30

discussion, Council agreed the signs could be bagged for these occasions and directed staff to purchase canvas bags for this purpose, such bags to be labeled to identify them as City property.

1988 SEALCOATING CONTRACT AWARDED TO BITUMINOUS ROADWAYS

Maurer presented the bids which had been opened at 10:00 A.M., May 11, 1988 and recommended Council award the bid to the low bidder, Bituminous Roadways, (\$17,890.15), after which Wallin moved adoption of Resolution R-88-9. Motion carried unanimously.

RESOLUTION R-88-9

A RESOLUTION AWARDED THE BID FOR THE 1988 SEALCOATING OF THE NORTHWEST QUADRANT OF THE CITY AND THE ALLEY SOUTH OF LARPENTEUR RUNNING FROM ALBERT TO HAMLINE

PROPOSED CLARIFICATION OF WORDING IN CHAPTER 9-2.02 OF CODE RELATING TO DIMENSIONALLY SUB-STANDARD BUILDINGS REFERRED BACK TO PLANNING COMMISSION

Council discussed the proposed wording change and felt the language was still confusing and recommended the last sentence be deleted from Subdivision 2. Since this change had not been approved by the Planning Commission the matter was referred back to the Commission for further discussion.

PUBLIC HEARING ON AMENDMENT TO CHAPTER 9 RELATING TO PARKING REQUIREMENTS SCHEDULED FOR 7:15 P.M., JUNE 22, 1988

Ciernia moved a public hearing be scheduled for 7:15 P.M., June 22, 1988 on Planner Uban's proposed amendment to the City's parking regulations. Motion carried unanimously.

STAFF TO NEGOTIATE TWICE MONTHLY CURBSIDE RECYCLING CONTRACT WITH SUPERCYCLE

Council discussed staff's request that the City contract for twice monthly pickup with the understanding that if Ramsey County does not approve the grant request for twice monthly charges, that it would be necessary for the City to cover the cost between once and twice monthly pickups through the remainder of 1988. Council agreed to the twice monthly concept and Ciernia moved that staff be directed to negotiate such a contract with Supercycle.

MEETING RECESSED FOR EXECUTIVE SESSION ON STRATFORD OFFICE PARK

Council agreed an executive session was necessary and recessed the Council Meeting at 8:05 P.M. to hold such a session. Following a lengthy discussion, Ciernia moved that the City Attorney be authorized to negotiate with Commercial State Bank,

C

MINUTES
REGULAR MEETING OF FALCON HEIGHTS
PLANNING COMMISSION
JUNE 6, 1988

Chairman Black called the meeting to order at 7:30 P.M.

Black, Boche, Carroll, Daykin, Grittner, Barry and Duncan. Council Liaison Wallin was also present.

PRESENT

Finegan, Nestingen.

ABSENT

Boche moved, seconded by Daykin, approval of the May 3, 1988 Minutes as presented. Motion carried unanimously.

MAY 3

1988

MINUTES
APPROVED

Keith and Mary Jo Hobbie, 1878 North Albert Street, requested an accessory use permit to construct a utility building. Mr. Hobbie advised the utility building will essentially replace an existing building which had deteriorated over the years. Construction will be of cedar siding and will match the roof of his house. The utility building will be placed in the same location as the existing building. After a short discussion, Boche moved, seconded by Barry to approve the accessory use permit as requested. Motion carried unanimously.

KEITH &
MARY JO
HOBBIE,
1878
ALBERT
VARIANCE
APPROVED

Discussion ensued as to whether the language in Chapter 9-2.02, Subd. 2., should be changed deleting the last sentence and how it would affect the requirement of variances (practice vs. state law). Grittner moved to delete the last sentence (beginning with the words "However any lawful.....") as suggested by Council. Barry seconded the motion and upon a vote being taken, the following voted in favor thereof: Boche, Daykin, Grittner and Barry, and the following voted against the same: Carroll and Black. Motion carried.

AMEND
CHAPTER
9-2.02
SUBD. 2
THE
CODE

Duncan arrives at 8:10 P.M.

Wallin advised that the City Council authorized up to \$5,000 to hire a consultant/planner to work with the Planning Commission. Lengthy discussion ensued as to how to proceed with code revisions. Members were in favor of not having the planner on a monthly retainer but on an on-call basis. The first step to be taken was that Chairman Black will notify each Planning Commission member to review the code and make whatever suggestions they have to change to the code. Such suggestions should be submitted to City staff who will type and distribute with the next Planning Commission agenda.

CONSULT-
ANT/
PLANNER
TO BE
HIRED

Grittner moved, seconded by Duncan, to adjourn the Planning Commission meeting at 9:05 P.M.

ADJOURN

Submitted by:

Katherine J. Zimmerman
Katherine J. Zimmerman

APPROVED: July 11, 1988

Edgar Finegan, Secretary

Consent x

Agenda Item: E1

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Disbursements

SUBMITTED BY:

Al Rolek

REVIEWED BY:

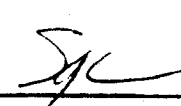
Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Disbursements through 7/27/88, \$ 83,073.31
- (b) Payroll 7/1/88 - 7/15/88, \$12,276.01
- (c) Statement from Dahlgren, Shardlow, and Uban through 6/30/88, \$599.40
- (d) Statement from Jensen, Hicken, Gedde and Soucie for June, 1988, \$1,559.75
- (e) Statement from Maier Stewart and Assoc. through 6/25/88, \$2,789.70.
- (f) Sinking Fund, \$ 28,060.00

ACTION REQUESTED:

Approval



GENERAL DISBURSEMENTS

MINUTES OF July 22, 1988

CHECK NO.	ISSUED TO	REASON	AMOUNT
21954	Caroline Hensel	Karate Instructor	75.00
21955	Jean Suppes	Aerobic Instructor	98.00
21956	Julie Ward	Program Supplies	65.64
21957	Leo Klisch	Snow fence	30.00
21958	VOID		
21959	Suburban Area Chamber of Commerce	Meeting - Wiessner & Kelley	15.00
21960	Post Publications	Publish Financial Statements	243.03
21961	Inety Prints	Print Newsletters & Letterhead	528.92
21962	Alan Rolek	Tuition Reimbursement & Mileage	302.46
21963	Janet Wiessner	Meeting & Car Allowance	161.57
21964	Ashton Tate	Support for MultiMate Software	185.00
21965	AmeriData	Print Thimbles	31.34
21966	Frederick-Sherry Office Supplies	Office Supplies	65.91
21967	C & G Office Products	Office Supplies	123.15
21968	State of Minnesota	1988 State Laws	26.50
21969	TIMC	Membership	50.00
21970	Minnesota Mutual Life	Health, Life & Dental Ins.	1,685.55
21971	Ramsey County Personnel	Administrative Fee - Health Ins.	41.60
21972	Ramsey County	July Policing & Data Processing	20,427.33
21973	Jensen, Hicken, Gedde & Soucie, P.A.	June Legal Fees	1,599.75
21974	Dahlgren, Shardlow & Urban	June Planner Fees	599.40
21975	U. S. West Communications	Telephones	269.06
21976	AT&T Credit Corporation	Telephones	172.59
21977	AT&T	Long Distance Calls	6.13
21978	Mickman Bros. Nurseries	Maint. of Equipment	310.55
21979	AT&T	Maintenance Agreement	37.00
21980	Custom Property Services	July Janitorial Service	200.00
21981	Glenwood Inglewood	Water	6.75
21982	Blomberg Pharmacy	Office Supplies	1.49
21983	M/A Associates	General Supplies	180.06
21984	Warner Industrial Supply	General Supplies	57.53
21985	Ever-Green Lawns	Lawn Treatment - city hall & park	158.81
21986	AT&T Consumer Products Div.	Telephone	18.53
21987	Fullers Radio	Maint. of Radios	89.03
21988	Champion Auto	Maint. of Equipment	2.99
21989	Jay Morgan	Maint. of Equipment	14.67
21990	Power Brake Equipment Co.	Maint. of Equipment	7.53
21991	Minnesota Conway Fire & Safety	Maint. of Equipment & Purchase of Fire Equipment	1,640.00
21992	Toll Company	Maint. of Equipment	32.55
21993	Oxygen Service Co., Inc.	Oxygen	87.33
21994	Road Rescue, Inc.	Various Supplies & Rescue Equipment	906.85
21995	Benson Optical	Safety Glasses	43.00

CHECK NO. ISSUED TO

REASON

AMOUNT

21996	Cy's Uniforms	Uniforms for Fire Dept. & Pub. Works Dept.	404.80
21997	Suburban True Value Hardware	Various Supplies	109.21
21998	Fire Instructors Assn. of MN	Training Booklets	21.80
21999	American Red Cross	Film Rental	10.00
22000	Super America	Motor Fuel	149.19
22001	Smoke Eater	Subscriptions	129.50
22002	Ramsey Clinic	Physical - M. Dow	43.00
22003	St. Paul Ramsey Medical Center	Physicals & Rescue Supplies	204.70
22004	Fire Engineering	1 Year Subscription	18.95
22005	Roseville Radio	Pagers	715.00
22006	Tau Med, Inc.	Maint. of Equipment	205.36
22007	City of St. Paul	Maint. of Telemetry	110.79
22008	Dick Larson	2nd Qtr. Plan Checks & Extra Hours	818.62
22009	Gene Pakoy	2nd Qtr. Mechanical Inspections	921.00
22010	Lynn Peavey Company	Investigation Supplies	25.69
22011	North Suburban Gavel Assn.	Membership - Iverson	15.00
22012	Mater, Stewart & Associates	June Engineering Fees	2,789.70
22013	MN DOT	Signs Manual	5.00
22014	City of St. Paul	Bituminous - Seal Coating	1,586.61
22015	Harvest States Cooperatives	Motor Fuel	69.00
22016	Target	General & Recreation Supplies	108.74
22017	Scott Enebak	Tree Inspections	352.50
22018	Jon Lunde	Non-Resident Reimbursement	24.00
22019	Danielle Tam	"	12.00
22020	Diane Simmons	"	48.00
22021	Janet Cardinal	"	3.00
22022	Mrs. M. E. Douglas	"	12.00
22023	Viking Safety Products	Gas Cans	71.20
22024	Kath Bros. Fuel Oil Co.	Motor Fuel	41.26
22025	Harmon Glass	Repair of Equipment	55.50
22026	General Sports	T Shirts	645.15
22027	State Treasurer	2nd Quarter Surcharges	179.21
22028	Hewlett Packard	refund of hall rental fee	50.00
22029	Rosemary Shoeder	refund of Soccer and T-Ball fees	20.00
22030	Super Cycle, Inc.	June Recycling	417.00
22031	Royal Crown Beverage Co.	Pop for Machine	201.60
22032	Business Records Corp.	Optical Scanners	10,170.67
22033	Metropolitan Waste Control Comm.	August Sewer Charge	31,714.96
TOTAL			83,073.31

SINKING FUND
435 First Trust

Interest on 1984B Bonds

28,060.00

Check Number	Employee Number	Employee Name	Pay Period	Pay Group	Pay Description	Check Amount	Check Date	Status
016645			0			0.00	15-Jul-88	VOID
016646			0			0.00	15-Jul-88	VOID
016647	000000002	Wiessner, Janet R.	13	01	semi-monthly	1,123.06	15-Jul-88	Outstanding
016648	000000004	Kriegler, Carol J.	13	01	semi-monthly	295.47	15-Jul-88	Outstanding
016649	000000011	Chenoweth, Shirley G.	13	01	semi-monthly	673.69	15-Jul-88	Outstanding
016650	000000020	Iverson, Terry D.	13	01	semi-monthly	1,002.27	15-Jul-88	Outstanding
016651	000000027	Morgan, Jay M.	13	01	semi-monthly	629.07	15-Jul-88	Outstanding
016652	000000031	Rolek, Alan J.	13	01	semi-monthly	691.17	15-Jul-88	Outstanding
016653	000000035	Zimmerman, Katherine	13	01	semi-monthly	41.60	15-Jul-88	Outstanding
016654	000000038	Wright, Vincent D.	13	01	semi-monthly	824.20	15-Jul-88	Outstanding
016655	000000041	Neumann, Kristine L.	13	01	semi-monthly	51.74	15-Jul-88	Outstanding
016656	000000043	Rosner, Sue R.	13	01	semi-monthly	275.75	15-Jul-88	Outstanding
016657	000000048	Marshall, Timothy	13	01	semi-monthly	286.56	15-Jul-88	Outstanding
016658	000000050	Kubes, Jon E.	13	01	semi-monthly	335.73	15-Jul-88	Outstanding
016659	000000056	Schultz, Jeffrey L.	13	01	semi-monthly	453.32	15-Jul-88	Outstanding
016660	000000057	Klosterboer, Jira M.	13	01	semi-monthly	242.42	15-Jul-88	Outstanding
016661	000000058	Ward, Julie L.	13	01	semi-monthly	472.19	15-Jul-88	Outstanding
016662	000000059	Chirpich, Jennifer L.	13	01	semi-monthly	139.91	15-Jul-88	Outstanding
016663	000000060	Wild, Julie A.	13	01	semi-monthly	164.77	15-Jul-88	Outstanding
016664	000000061	Kelly, James E.	13	01	semi-monthly	41.39	15-Jul-88	Outstanding
016665	000000003	Baumann, Nicholas B.	7	02	monthly 1	436.99	15-Jul-88	Outstanding
016666	000000005	Berndt, Ross	7	02	monthly 1	215.25	15-Jul-88	Outstanding
016667	000000006	Bianchi, David P.	7	02	monthly 1	6.00	15-Jul-88	Outstanding
016668	000000007	Bianchi, Joseph D.	7	02	monthly 1	140.50	15-Jul-88	Outstanding
016669	000000008	Brown, Raymond F.	7	02	monthly 1	352.50	15-Jul-88	Outstanding
016670	000000013	Clarkin, Michael B.	7	02	monthly 1	144.75	15-Jul-88	Outstanding
016671	000000014	Dow, Michael J.	7	02	monthly 1	194.00	15-Jul-88	Outstanding
016672	000000015	Dowdell, Ralph L.	7	02	monthly 1	35.00	15-Jul-88	Outstanding
016673	000000016	Fuller, James D.	7	02	monthly 1	152.25	15-Jul-88	Outstanding
016674	000000018	Holmgren, John M.	7	02	monthly 1	202.50	15-Jul-88	Outstanding
016675	000000021	Kurhajetz, Clement M.	7	02	monthly 1	166.00	15-Jul-88	Outstanding
016676	000000022	LeMay, Dennis G.	7	02	monthly 1	167.00	15-Jul-88	Outstanding
016677	000000023	LeMay, Douglas	7	02	monthly 1	100.19	15-Jul-88	Outstanding
016678	000000024	Lindig, Leo	7	02	monthly 1	124.51	15-Jul-88	Outstanding
016679	000000025	McDermond, Cindy K.	7	02	monthly 1	102.76	15-Jul-88	Outstanding
016680	000000026	McNabb, Gerald	7	02	monthly 1	75.00	15-Jul-88	Outstanding
016681	000000029	Dison, Joseph E.	7	02	monthly 1	105.50	15-Jul-88	Outstanding
016682	000000032	Schaefer, Richard A.	7	02	monthly 1	132.75	15-Jul-88	Outstanding
016683	000000033	Schauffert, Craig F.	7	02	monthly 1	172.75	15-Jul-88	Outstanding
016684	000000034	Smida, Gail	7	02	monthly 1	194.25	15-Jul-88	Outstanding
016685	000000036	Vainovskis, Victor	7	02	monthly 1	15.50	15-Jul-88	Outstanding
016686	000000039	Morgan, Jay	7	02	monthly 1	212.75	15-Jul-88	Outstanding
016687	000000040	Kayser, Douglas	7	02	monthly 1	267.50	15-Jul-88	Outstanding
016688	000000042	Stolz, Steven P.	7	02	monthly 1	31.50	15-Jul-88	Outstanding
016689	000000044	Blanchard, Patricia M.	7	02	monthly 1	73.25	15-Jul-88	Outstanding
016690	000000045	Gilbert, Jerome J.	7	02	monthly 1	55.25	15-Jul-88	Outstanding
016691	000000046	Holmgren, John M.	7	02	monthly 1	200.75	15-Jul-88	Outstanding
016692	000000047	McNabb, Kevin	7	02	monthly 1	177.00	15-Jul-88	Outstanding
016693	000000049	Anderson, Kevin L.	7	02	monthly 1	268.75	15-Jul-88	Outstanding

Grand Total

12,267.01

**DAHLGREN
SHARDLOW
AND ·UBAN**

CONSULTING PLANNERS
LANDSCAPE ARCHITECTS
300 FIRST AVENUE NORTH
SUITE 210
MINNEAPOLIS, MN 55401
612-339-3300

07/11/88

City of Falcon Heights
2077 Larpenteur Avenue, W.
Falcon Heights, MN 55113

ATTENTION: Mayor and Council

RE: Technical Assistance (#0150100)

Statement of Account
DAHLGREN SHARDLOW & UBAN, INC.

For professional services during the period of June 1,
1988, through June 30, 1988.

PLANNING CONSULTATION

Research

Administration

*** Total Time \$540.00

Expenses

Mileage

*** Total Expenses 18.00

SPECIAL TECHNICAL ASSISTANCE

Supervision

*** Total Time 40.00

Expenses

Photocopies

*** Total Expenses 1.40

TOTAL TIME
TOTAL EXPENSES

\$580.00
\$19.40

TOTAL THIS BILL

\$599.40

JW Staddon

OFFICER

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

ATTORNEYS AND COUNSELORS AT LAW

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

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

TELEPHONE (612) 421-4110

July 7, 1988

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

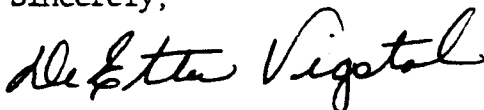
Ms. Jan Wiessner
Clerk Administrator
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

Dear Ms. Wiessner:

Enclosed are our itemized statements for the City of Falcon Heights for the month of June, 1988. The total charges for all statements this month are:

Professional Services	\$ 1,588.50
Expenses	11.25
	<hr/>
Current amount due	\$ 1,599.75

Sincerely,



De Etta Vigstol
Finance Director

enc.

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 06/30/88

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE
ANOKA, MINNESOTA 55303-2286
TELEPHONE (612) 421-4110

800201 CITY OF FALCON HEIGHTS-CIVIL

CITY OF FALCON HEIGHTS
2077 W. LARPEN TEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8551

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

--DATE--	-ITEM-	-----ITEM DESCRIPTION-----	AMOUNT	BALANCE
06/30/88	000000	PAYMENT RECEIVED-SERVICES	\$2279.00-	
06/30/88	000000	PAYMENT RECEIVED-EXPENSES	\$37.85-	

PROFESSIONAL SERVICES	
(SEE ATTACHED SUMMARY OF TIME RECORDS)	\$329.00
EXPENSES	\$.00
TOTAL CHARGES THIS STATEMENT	\$329.00

PAYMENT	CHARGES	CURRENT BALANCE
\$2316.85-	\$329.00	\$329.00

07/07/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

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SUMMARY OF TIME RECORDS FOR FILE: 800201

FILE NAME: CITY OF FALCON HEIGHTS-CIVIL
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
060188	TAG	04	PHONE CONF W/ADMINISTRATOR RE NORTHOME DEVELOPMENT & LICENSING ISSUES	.30	\$25.50BILLED
060288	TAG	07	PHONE CONF W/ADMINISTRATOR RE TREE DAMAGE; REVIEW MEMORANDUM RE BEER PERMITS	.30	\$25.50BILLED
061488	TAG	05	PHONE CONF W/ADMINISTRATOR RE VARIOUS ISSUES	.40	\$34.00BILLED
061588	TAG	08	REVIEW NOTICE OF LIS PENDENS & BILL OF PARTICULARS FILED BY DALE TILE COMPANY	.40	\$34.00BILLED
061788	PEM	08	KPHONE CONF W/JAN WIESSNER RE ELECTION PRECINCT - <i>Publ. Notice</i>	.30	\$25.50BILLED
062288	TAG	03	ATTENDANCE AT COUNCIL MEETING & ATTENDANCE AT SPECIAL MEETING RE NORTHOME REDEVELOPMENT	4.00	\$125.00BILLED
062288	TAG	04	PHONE CONF W/MANAGER RE AGENDA ITEMS	.40	\$34.00BILLED
062888	TAG	08	PHONE CONF W/ADMINISTRATOR	.30	\$25.50BILLED

TOTAL FOR FILE: 800201

TIME
CHARGES

6.40hrs.
\$329.00

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 06/30/88

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE
ANOKA, MINNESOTA 55303-2296
TELEPHONE (612) 421-4110

800202 CITY OF FALCON HEIGHTS-CRIMINAL

CITY OF FALCON HEIGHTS
2077 W. LARPEN TEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8552

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

--DATE--	-ITEM-	-----ITEM DESCRIPTION-----	AMOUNT	BALANCE
		BEGINNING BALANCE		\$2474.00
06/28/88	013452	TRANSCRIPT JANE M. BOWMAN	\$11.25	
06/30/88	000000	PAYMENT RECEIVED-SERVICES	\$2443.50-	
06/30/88	000000	PAYMENT RECEIVED-EXPENSES	\$30.50-	
		PROFESSIONAL SERVICES (SEE ATTACHED SUMMARY OF TIME RECORDS)		\$996.00
		EXPENSES		\$11.25
		TOTAL CHARGES THIS STATEMENT		\$1007.25
		PAYMENT		
		\$2474.00-		
		CHARGES		
		\$1007.25		
		CURRENT BALANCE		
				\$1007.25

07/07/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

SUMMARY OF TIME RECORDS FOR FILE: 800202

FILE NAME: CITY OF FALCON HEIGHTS-CRIMINAL
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
060788	MJS	03	REVIEW COURT SCHEDULE; LETTER FROM COMPLAINANT	.40	\$24.00BILLED
060888	MJS	02	COURT APPEARANCE AT ARRAIGNMENT COURT IN MAPLEWOOD	4.60	\$276.00BILLED
060988	MJS	02	PHONE CONF W/ATTY TOLIN	.20	\$12.00BILLED
060988	KLS	05	DOCKET COURT CALENDAR	.40	\$10.00BILLED
061088	KLS	06	PHONE CONF W/CLERK OF COURT; LETTER TO DEPUTY BRUCE JEROME	.60	\$15.00BILLED
061388	MJS	04	PHONE CONF W/ATTY TOLIN; PHONE CONF W/CLERK OF COURT	.30	\$18.00BILLED
061488	MJS	06	REVIEW MOTION PAPERS ST V RONNING; PHONE CONF W/JUDGE MARINNAN	.90	\$54.00BILLED
061488	KLS	08	OFFICE CONF W/ATTY SCOTT RE ST V RONNING	.30	\$7.50BILLED
061588	KLS	06	PHONE CONF W/JUDGE MARRINAN'S CLERK; PHONE CONF W/CLERK OF COURT; PHONE CONF W/RECORDS CLERK, SHERIFF'S DEPT	.50	\$12.50BILLED
061688	KLS	05	PHONE CONF W/JANE BOWMAN, COURT REPORTER; OFFICE CONF W/ATTY SCOTT RE ST V ELNASHAR, ST V LARSON	.40	\$10.00BILLED
061688	MJS	08	LETTER FROM ATTY BLONDIN; REVIEW MISCELLANEOUS REPORTS & COMPLAINT REQUESTS FROM RAMSEY CO SHERIFF	.60	\$36.00BILLED
061788	MJS	03	PHONE CONF W/DEPUTY JAHNKE; RESEARCH TRAFFIC CONTROL	1.30	\$78.00BILLED
061788	TAG	01	PHONE CONF W/ASSISTANT COUNTY ATTY RICHARD HOFFMAN; LETTER TO RAMSEY CO INVESTIGATOR GIL SCHROEPFER; PHONE CONF W/RECORDS CLERK, SHERIFF'S DEPARTMENT	.70	\$42.00BILLED
062288	MJS	11	PHONE CONF W/DEPUTY JANKE RE LEGAL QUESTION OF TRAFFIC CONTROL	.30	\$18.00BILLED
062288	KLS	04	PHONE CONF W/DEPUTY JAHNKE; PHONE CONF W/COURT REPORTER BOWMAN; OFFICE CONF W/ATTY SCOTT RE 6/29 COURT FILES; PHONE CONF W/CLERK OF COURT; PHONE CONF W/DEPT OF MOTOR VEHICLES	.60	\$15.00BILLED
062288	KLS	05	PREPARE 6/29 FILES FOR TRIAL; 2 LETTERS TO DEPUTY HOVEN RE COURT TRIALS; LETTER TO COURT REPORTER	1.40	\$35.00BILLED
062388	KLS	05	REVIEW POLICE REPORTS ST V LARSON; RESEARCH	.40	\$10.00BILLED
062488	KLS	06	OFFICE CONF W/DEPUTY HOVEN; GROSS COMPLAINT ST V LEISERING	.50	\$12.50BILLED
062788	KLS	05	DOCKET COURT CALENDAR; PHONE CONF W/CLERK OF COURT	.40	\$10.00BILLED
062788	MJS	10	PHONE CONFERENCE WITH CLERK OF COURT; PHONE CONFERENCE WITH ATTY GETTY	.50	\$30.00BILLED

07/07/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

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SUMMARY OF TIME RECORDS FOR FILE: 800202

FILE NAME: CITY OF FALCON HEIGHTS-CRIMINAL
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
062988	MJS	03	PREPARE FOR AND ATTEND COURT TRIALS AND PRETRIALS IN MAPLEWOOD; REVIEW STU RONNING TRANSCRIPT	3.80	\$228.00BILLED
063088	KLS	07	O/C W/MIKE RE UPCOMING COURT DATES; DOCKET CT CALENDAR	.50	\$12.50BILLED
063088	MJS	06	REVIEW AND REVISE GROSS DUI COMPLAINT	.50	\$30.00BILLED

TOTAL FOR FILE: 800202

TIME	20.10hrs.
CHARGES	\$996.00

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 06/30/88

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE
ANOKA, MINNESOTA 55303-2298
TELEPHONE (612) 421-4110

800203 C/F.H.-STRATFORD INV OFF PARK COND PRD

CITY OF FALCON HEIGHTS
2077 W. LARPEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8553

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

--DATE--	-ITEM-	-----ITEM DESCRIPTION-----	AMOUNT	BALANCE
		BEGINNING BALANCE		\$2997.05
06/30/88	000000	PAYMENT RECEIVED-SERVICES	\$2771.00-	
06/30/88	000000	PAYMENT RECEIVED-EXPENSES	\$226.05-	
		PROFESSIONAL SERVICES		
		(SEE ATTACHED SUMMARY OF TIME RECORDS)		\$263.50
		EXPENSES		\$.00
		TOTAL CHARGES THIS STATEMENT		\$263.50
		PAYMENT		
		\$2997.05-		
		CHARGES		
		\$263.50		
		CURRENT BALANCE		
				\$263.50

07/07/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

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SUMMARY OF TIME RECORDS FOR FILE: 800203

FILE NAME: C/F.H.-STRATFORD INV OFF PARK CONDO PROJ
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	TRANSACTIONS	TIME	CHARGES
060788	EAB	03	PHONE CONF W/H TEASDALE RE STRATFORD OFFICE PARK	.30	\$25.50BILLED
062088	EAB	02	PHONE CONF W/H TEASDALE RE STRATFORD FORECLOSURE	.30	\$25.50BILLED
062288	EAB	03	PHONE CONF W/M CLEMENS RE STRATFORD PROPERTY; PREPARE MEMORANDUM INFORMATION RE STRATFORD	.80	\$68.00BILLED
062288	TAG	05	PREPARE FINAL DRAFT OF MEMORANDUM TO COUNCIL RE STATUS OF STRATFORD PROFESSIONAL OFFICE PARK	1.40	\$119.00BILLED
062488	EAB	06	PHONE CONF W/H TEASEDALE RE STRATFORD APPRAISAL	.30	\$25.50BILLED

TOTAL FOR FILE: 800203
TIME
CHARGES

3.10hrs.
\$263.50



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

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

Summary of Engineering Services Rendered
May 29 through June 25, 1988

<u>Project #</u>	<u>Project Description</u>	<u>Invoice #</u>	<u>Amount Due</u>
330-000-00	Falcon Heights General Service	645	\$ 53.90
330-007-70	Ciatti's Parking Issues	646	\$ 1,462.73
330-008-20	1988 Street Seal Coating	647	\$ 586.18
330-009-70	Street Maintenance Program	648	\$ 686.89

TOTAL ENGINEERING SERVICES RENDERED THIS PERIOD \$ 2,789.70
 =====

I hereby certify this represents a true and complete picture of the charges for Engineering Services during the period in question, and as such, constitutes a claim against the City of Falcon Heights.



 Terry J. Maurer, Vice President

Maier Stewart & Associates
1959 Sloan Place
St. Paul, Minnesota 55117

Project: 330-000-00 FALCON HEIGHTS GENERAL SERVICE Invoice No. 645
July 7, 1988
Page number 1

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

For Engineering Services Rendered From May 29 through June 25, 1988

Professional Services

Date	Hours	Cost Rate	DPE Mult	Rate	Profit Mult	Amount	
Project Engineer							
Terry J. Maurer							
Other Billable							
6-18-88	1.00	22.00	1.00	22.00	2.45	53.90	
Staff Labor Expense:	1.00					53.90	53.90
						TOTAL THIS INVOICE	53.90

Ramsey County Technical Advisory Committee

Maier Stewart & Associates
1959 Sloan Place
St. Paul, Minnesota 55117

Project: 330-007-70 CIATTI'S PARKING ISSUES

Invoice No. 646
July 7, 1988
Page number 1

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

For Engineering Services Rendered From May 29 through June 25, 1988

Professional Services

Date	Hours	Cost Rate	DPE Mult	Rate	Profit Mult	Amount
Project Engineer						
Terry J. Maurer Project Design						
6-04-88	3.00	22.00	1.00	22.00	2.45	161.70
Construction Administration						
6-18-88	2.00	22.00	1.00	22.00	2.45	107.80
6-25-88	2.50	22.00	1.00	22.00	2.45	134.75
Staff Engineer						
Mark J. Graham Project Design						
6-18-88	4.00	12.80	1.00	12.80	2.45	125.44
6-25-88	1.00	12.80	1.00	12.80	2.45	31.36
Surveyor						
Marvin W. Bimberg Surveying & Staking						
6-25-88	4.50	17.20	1.00	17.20	2.45	189.63
Technician I						
Thomas E. Lindahl Surveying & Staking						
6-25-88	2.50	14.37	1.00	14.37	2.45	88.02
Merlin R. Jewell Drafting						
6-04-88	1.00	19.50	1.00	19.50	2.45	47.78

Professional Services	Date	Hours	Cost Rate	DPE Mult	Rate	Profit Mult	Amount	
David R. Thompson Project Meeting	6-25-88	4.50	11.70	1.00	11.70	2.45	128.99	
Technician III								
John R. Hemming Surveying & Staking	6-25-88	4.50	9.00	1.00	9.00	2.45	99.23	
Clerical								
Jeanne M. Trudeau Clerical	6-04-88	5.50	8.20	1.00	8.20	2.45	110.50	
	6-11-88	1.00	8.20	1.00	8.20	2.45	20.09	
Karla J. Noonan Clerical	6-04-88	.50	10.00	1.00	10.00	2.45	12.25	
Marie O. Soliz Clerical	6-04-88	.50	10.80	1.00	10.80	2.45	13.23	
	6-18-88	3.00	10.80	1.00	10.80	2.45	79.38	
Staff Labor Expense:		40.00					1,350.15	1,350.15
Direct Expenses								
					Date		Amount	
POSTAGE & DELIVERY					6-25-88		33.53	
					POSTAGE & DELIVERY total		33.53	
PHOTOCOPYING					6-25-88		47.25	
					PHOTOCOPYING total		47.25	
PERSONAL TRUCK					6-25-88		11.10	
					6-25-88		16.20	
					PERSONAL TRUCK total		27.30	
COMPANY TRUCK					6-25-88		4.50	
					COMPANY TRUCK total		4.50	
					Direct Expenses Total:		112.58	112.58
					TOTAL THIS INVOICE		1,462.73	

Maier Stewart & Associates
 1959 Sloan Place
 St. Paul, Minnesota 55117

Project: 330-008-20 1988 STREET SEAL COATING

Invoice No. 647
 July 7, 1988
 Page number 1

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

For Engineering Services Rendered From May 29 through June 25, 1988

Professional Services

Date	Hours	Cost Rate	DPE Mult	Rate	Profit Mult	Amount
Project Engineer						
Terry J. Maurer						
Construction Administration						
6-04-88	1.00	22.00	1.00	22.00	2.45	53.90
6-25-88	3.00	22.00	1.00	22.00	2.45	161.70
Technician I						
David R. Thompson						
Project Meeting						
6-25-88	12.50	11.70	1.00	11.70	2.45	358.31
Staff Labor Expense:	16.50					573.91
						573.91

Direct Expenses

Date	Amount
POSTAGE & DELIVERY	
6-25-88	1.38
POSTAGE & DELIVERY total	1.38
REPRODUCTION	
6-25-88	1.59
REPRODUCTION total	1.59
PERSONAL TRUCK	
6-25-88	9.30
PERSONAL TRUCK total	9.30
Direct Expenses Total:	12.27
TOTAL THIS INVOICE	586.18

Maier Stewart & Associates
 1959 Sloan Place
 St. Paul, Minnesota 55117

Project: 330-009-70 STREET MAINTENANCE PROGRAM

Invoice No. 648
 July 7, 1988
 Page number 1

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

For Engineering Services Rendered From May 29 through June 25, 1988

Professional Services

Date	Hours	Cost Rate	DPE Mult	Rate	Profit Mult	Amount	
Project Engineer							
Terry J. Maurer Other Billable							
6-25-88	1.50	22.00	1.00	22.00	2.45	80.85	
Technician I							
Thomas E. Lindahl Inspection							
6-25-88	4.00	14.37	1.00	14.37	2.45	140.83	
David R. Thompson Inspection							
6-11-88	2.50	11.70	1.00	11.70	2.45	71.66	
6-18-88	6.50	11.70	1.00	11.70	2.45	186.32	
6-25-88	5.00	11.70	1.00	11.70	2.45	143.33	
Staff Labor Expense:	19.50					622.99	622.99

Direct Expenses

PERSONAL TRUCK

Date	Amount	
6-25-88	17.40	
6-11-88	10.80	
6-18-88	21.30	
6-25-88	14.40	
PERSONAL TRUCK total	63.90	
Direct Expenses Total:	63.90	63.90
TOTAL THIS INVOICE		686.89

Consent X

Agenda Item: E2

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Adopt resolution authorizing the mayor and administrator to enter into a joint cooperation agreement with Ramsey County.

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Please note this does not require the City to actively participate in the program. A copy of the agreement is in the office if you would like to review it.

ACTION REQUESTED:

SAC



Ramsey County Board of Commissioners

316 Court House 15 W. Kellogg Blvd.
Saint Paul, Minnesota 55102
(612) 298-4145

Warren W. Schaber, Chairman

District 6

Diane Ahrens

District 4

John T. Finley

District 3

Ruby Hunt

District 5

Duane W. McCarty

District 1

Hal Norgard

District 7

Donald E. Salverda

District 2

Terry Schutten

Executive Director

June 20, 1988

Thomas Baldwin, Mayor
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

Dear Mayor Baldwin:

Three years ago, the U.S. Department of Housing and Urban Development, hereinafter referred to as HUD, determined that Ramsey County would be eligible to become an entitlement County and receive an annual allocation in excess of one million dollars. This money would be to undertake housing and community development activities primarily benefiting the suburbs of Ramsey County. Seventeen Ramsey County suburban communities agreed to participate to ensure that a guaranteed annual allocation would be earmarked for the County and those suburban municipalities which desired to participate actively in the program.

Last week HUD notified Ramsey County that it would again be eligible to continue participation in this federal program. Our eligibility and actual dollar amount received are based upon the number of jurisdictions which join with us.

On July 24, 1985, your City signed a cooperation agreement with the County to ensure our eligibility. If your community had an HRA, you also signed a supplemental HRA agreement.

We are again asking that you sign new three-year agreements at this time. In order to meet the HUD deadline, **our office must have your new agreements no later than August 15, 1988.**

The cooperation agreement you are asked to sign is essentially the same as the first one. Only two changes have been made. The first is an additional statement which references a separate agreement which we sign with a sub-recipient at the time that you decide to undertake a specific project. The addition is the final paragraph and may be found on page 8. This is standard County policy and its inclusion in the cooperative agreement is now required by HUD.

The second change references program income. In the initial agreement, a paragraph was included regarding program income. This paragraph has been removed entirely as it is more appropriately dealt with on an individual basis depending upon the project which you may undertake. No other changes have been made to the cooperation agreement.

June 20, 1988

Page 2

X
The supplemental HRA agreement remains unchanged. The County has not changed its position or plans for administering the program over the next three years. SIGNING A COOPERATION AGREEMENT DOES NOT REQUIRE YOU TO ACTIVELY PARTICIPATE IN THE PROGRAM. IT DOES PROVIDE THE COUNTY WITH THE NEEDED POPULATION TO QUALIFY AND INFLUENCES OUR ANNUAL ALLOCATION.

Federal regulations also require that we advise you of your opportunity to "opt out" of the County's entitlement and compete directly with other cities in the state's small cities program. We, of course, hope that you will not choose this route, as we feel that the County program is your best opportunity of receiving an allocation for an eligible project.

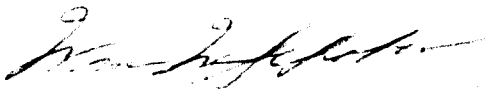
If, however, you do choose to "opt out", please be advised that you may not have an opportunity to participate with us for the next three years. "Opt out" notification must be made to both the County and the local HUD office no later than July 15, 1988.

We have been very pleased with the active participation of several of our municipalities over the last three years. We would like to see more communities who believe that they have an eligible project contact us for the possibility of funding. It is interesting to note that every community that has proposed a project that meets the HUD national objectives and is prepared to proceed has received an allocation for their project.

In summary, we ask that you return the enclosed cooperation and HRA agreements to us no later than August 15, 1988. ~~Either a Council Resolution or a Statement from your legal counsel~~ indicating the authority for the signatories to enter into the agreements should accompany them. We will return a fully executed copy to you.

Should you have any questions, or need assistance, please contact Judy Karon, Director of Community and Economic Development, at 292-6461. She will be happy to assist you.

Sincerely,



Warren W. Schaber, Chair
Ramsey County Board of Commissioners

WWS:sab

cc: Commissioner John Finley

Consent x

Agenda Item: E3

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Commission Minutes

SUBMITTED BY:

Planning and Solid Waste Commissions

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Solid Waste Commission Minutes of July 6, 1988
- (b) Planning Commission Minutes of July 11, 1988

**P+R?
HR?*

**SC - Carroll's
request?!*

ACTION REQUESTED:

MINUTES
SOLID WASTE COMMISSION
JULY 6, 1988

MEMBERS PRESENT: HARD, KLISCH, MISRA, SELEWSKI, THOMPSON, CHENOWETH, HAGLUND

ELECTION OF OFFICERS:

The committee elected its permanent officers. The officers are:

-Chairperson - Nancy Misra
-Vice chairperson- Stephen Hard
-Secretary - Benno Selewski

SUPERCYCLE CONTRACT:

Chenoweth reported that Supercycle had not yet submitted a new contract for the remainder of the year. The City is currently paying Supercycle at the old contract rate. Thompson has had discussions with Supercycle since the last meeting regarding services at the Commonwealth Terrace- Supercycle has lowered their proposed rate for services. Consensus was that the Commission should offer a counter proposal with a limit of 28 tons and lower access tonnage fee. Commission will vote on it at next meeting. Thompson will check other cities on these rates and tonnage limits.

PROMOTION

- A draft of proposed flyer announcing the beginning of twice monthly pick-up was distributed and discussed - comments centered on simplifying copy, limiting to one page, use of large headings and colors. Thompson will rework the copy and submit a revised draft to Chenoweth by July 15.

New recycling lawn signs were presented to commission
-150 ordered- several were already distributed
-commission reviewed signs favorably.
-Klisch will design sign and pick up necessary materials
-new signs will be assembled at next meeting in the City shop
-new signs hoped to be available at Ice Cream Social

Ramsey County solid waste display will be ready for Ice Cream Social.
-Selewski will arrange for display with Ramsey County Environmental Office

Commission discussed using Cable Television to promote the recycling program
-meeting of block workers and other promotion methodologies- no action taken!

BUDGET PROPOSAL

-budget proposal for 1989 discussed
-initial budget proposal agreed upon:

<u>SUBJECT CODE</u>	<u>CLASSIFICATION</u>	<u>AMOUNT REQUESTED</u>
20	communications	\$150.00
21	printing and publishing	\$2000.00
23	travel conferences and schools	\$150.00
231	travel and personal expenses	\$75.00

SUBJECT CODECLASSIFICATIONAMOUNT REQUESTED

29	contractual (supercycle)	\$1200.00 +10%
301	postage	\$400.00
	subscriptions and memberships	\$100.00

Discussion on capital budget for 1989

- commission will request a \$2000.00 capital budget from the 1988 budget as seed money and will request \$5000.00 for capital items from 1989 budget.
- Hard will draw up request and will present at next meeting
- seed money issue decided at next meeting

WORK PLAN

- will be discussed and finalized at August 3rd meeting

STUDENT INTERN

- Mike distributed handout summarizing his discussion with schools about their intern programs - will be discussed further in conjunction with work plan discussion

ANNUAL REPORT TO THE COUNTY

- Misra will prepare a draft of annual report and present at next meeting

Next meeting of the Commission will be held on Wednesday July 20, 1988 at 7:00 p.m.

Chair ajourned meeting at 9:35 p.m.

MINUTES
REGULAR PLANNING COMMISSION MEETING
JULY 11, 1988

Chairman Black called the meeting to order at 7:30 P.M.

Daykin, Finegan, Black, Grittner, Northrop, Barry and Carroll.

PRESENT

Boche and Duncan.

ABSENT

Grittner moved, seconded by Barry, approval of the June 6, 1988 Planning Commission Minutes as corrected (add the words "Subd. 2." in the sixth paragraph after the words "Chapter 9-2.02"). Motion carried unanimously.

JUNE 6,
1988
MINUTES
APPROVED

Chairman Black introduced Planner Richard Dwinell.

Don Hermes, Hermes Floral, 1750 West Larpenteur, presented and described his site plan and informed that he is expanding his business to wholesale customers by adding other lines of merchandise. The new construction will match the existing building. He also informed that he discussed his plan with Fire Marshal Iverson who advised a 20 foot rear lot area is needed for fire truck access, which has been provided for.

DON
HERMES,
HERMES
FLORAL,
1750
WEST
LARPENTE
VARIANCE
APPROVED

Finegan moved, seconded by Barry, that the variance be granted, if determined to be needed by the City Council, as it does not further encroach any farther on the side yard set back that was previously granted by variance, the proposed structure is in line with the present building on the site, and no other adjoining properties will be affected. Motion carried unanimously.

Planner Dwinell reviewed his June 1 letter of agreement (a copy of which is on file in the office of the Administrator) item by item and reviewed his proposed work plan. After a discussion, the work plan was further defined and requested Planning Commission members furnish him items they feel need to be addressed so they can be placed on future agendas for discussion.

PLANNER
DWINELL

Carroll requested City Staff distribute information to the Planning Commission members as soon as submitted by the Planner so that it allows members more time to prepare for meetings.

Chairman Black requested volunteers to serve ice cream at the July 28th Falcon Heights Annual Ice Cream Social and Carroll, Daykin and Finegan volunteered.

ICE
CREAM
SOCIAL

Finegan moved, seconded by Nestingen, to adjourn the meeting at 8:32 P.M. Motion approved unanimously.

ADJOURN

Submitted by:

Katherine J. Zimmerman

APPROVED: August 1, 1988

Edgar Finegan, Secretary

Consent x

Agenda Item: E4

cy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Withdraw name of Tsippi Wray from Human Rights Commission Roster

SUBMITTED BY:

Human Rights Commission

REVIEWED BY:

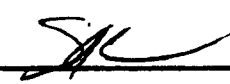
Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attachments:

- (a) Human Rights Minutes of May 19, 1988
- (b) Copy of Beth Boger's letter dated May 5, 1988.

ACTION REQUESTED:



MINUTES
HUMAN RIGHTS COMMISSION
MAY 19, 1988

MEMBERS PRESENT: GROFF, CHENOWETH, KOSTERS, VAVOULIS, BOGER, FURTON

ABSENT: LAMB, WRAY

Last month's Minutes were read and approved. Pat moved, Tina seconded.

Pins were received from Falcon Heights.

~~Pat moved to accept the recommendation of the committee and the member was received at the City Council meeting on May 19, 1988.~~

LAST MONTHS PROGRESS:

- Cable - Jan did not find anything that we could use for speech and hearing.
- Cities Week - Pat reviewed the week, we did have tables set up for display with posters and hand-outs. Jan and Beth also attended.
 - * dinner was very nice - Jan, Pat, and Beth attended.
 - * next year will be 15 years that Falcon Heights has been a city and 40 years since it was a village.
- Newspaper - Beth did try but got no response.

Newspaper column in local Focus Paper and Falcon Heights newsletter.

- detailing ongoing events
- standard statement regarding Human Rights
- once a month in local paper
- Pat will contact paper and get information and give them ideas for June and July.
- Phil will mention to City Council

NEW MEMBER - someone is interested from Commonwealth Terrace - she does not actually reside in Falcon Heights - a group agreed to look at her application.

LEAGUE OF HUMAN RIGHTS:

Tina is on the committee - workshop on October 1st, at the St. Paul Radisson.

Tentative workshops are:

1. Government Task Force on prejudice and violence
2. Minnesota AIDS Project

Luncheon speaker, Sharon Anderson on leadership.

REVIEW OF GENERAL PROVISIONS-ORDINANCES

Questions that the group has:

*Chapter 2 (2-3.01)

Subd. 2 - Membership

- able-bodied needs better wording
- read and write English - what level of proficiency
- firefighters - exempt from the revision of ADE Act?
- good moral character



CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE

FALCON HEIGHTS, MN 55113-5594

PHONE 612-644-5050

May 5, 1988

Tsippi Wray
1828 Arona
Falcon Heights, MN 55113

Dear Tsippi:

In the spring of 1987 you were appointed to the Falcon Heights Human Rights Commission. However, according to the Minutes, you have not attended any of the Commission's monthly meetings since the fall of 1987.

The present Commission needs to know whether you wish to remain on the Human Rights Commission or withdraw. If you desire to be a Commission member, your attendance at the monthly meetings is necessary for the Commission to conduct its business.

Please notify a Commission member by phone or write to the Human Rights Commission c/o City Hall as to your intentions by May 19, 1988, which is our next meeting.

Sincerely,

Lizabeth L. Boger
Secretary, Falcon Heights
Human Rights Commission

LLB:kjz

Consent x

Agenda Item: E5

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Licenses

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attached is the list of licenses.
All are renewals except Home Tailors, R.A.O. Construction, Lang Tank. Co.
and Sunburst Heating.

ACTION REQUESTED:



CONSENT AGENDA
JULY 27, 1988
LICENSES

REFUSE HAULING

Walter's Rubbish #108
P.O. Box 34128
Blaine, Mn 55434

Van's Rubbish Service #115
1215 Lealand Rd.
St. Paul, MN 55109

GENERAL CONTRACTING

New
Home Tailors #130
1463 Chelmsford
St. Paul, Mn 55108

New
R.A.O. Construction #113
2616 Avon
Roseville, Mn 55113

Asphalt Specialties #111
P.O. Box 838
Lakeland, Mn 55403

Lamepert Yards #107
1850 Como Ave Box 64076
St. Paul, Mn 55164

Ettel & Franz Company #106
2222 Robbins St.
St. Paul, Mn 55114

New
Lang Tank Inc. #105
682 39th Ave N.E.
Columbia Heights, Mn 55426

MECHANICAL CONTRACTING

Hinding Heating and Air Conditioning Inc.
915 W 7th St. #132
St. Paul, Mn 55102

New
Sunburst Heating #131
1556 Oakways
Jayzata, Mn 55391

CORPORATE

Harvest States Cooperative
1667 Snelling Ave N. #129
Falcon Heights, Mn 55108

Class A Leasing #116
1583 N. Hamline Ave.
Falcon Heights, Mn 55108

Blomberg Drug #114
1583 Hamline Ave
St. Paul, Mn 55108

Bucks Unpainted Furniture
1639 W. Larpenteur Ave #112
St. Paul, Mn 55113

Super America-Div of Ashland
Oil Inc. #110
1350 W. Larpenteur Ave
Falcon Heights, Mn 55113

Tryit Limited No. 1 dba Remco
1559 W1 Larpenteur Ave #109
St. Paul, Mn 55113

CIGARETTE

Super America-Div of Ashland
Oil Inc. #110
1350 W. Larpenteur Ave
Falcon Heights, Mn 55113

Blomberg Drug #114
1583 Hamline Ave
St. Paul, Mn 55108

Consent x

Agenda Item: E6

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Ramsey County Sheriff Report for June, 1988

SUBMITTED BY:

Sheriffs Department

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Report attached

**Check into
18 Disorderly Conduct Calls
20 Alarms -
20 Suspicious Complaint*

ACTION REQUESTED:

DATE OF ISSUE 07/12/88
TIME 0810

RAMSEY COUNTY
SHERIFF INCIDENT REPORTING SYSTEM

REPORT BY INCIDENT WITHIN CITY FOR PERIOD FROM 06-01-88 TO 06-30-

33 FALCON HEIGHTS	
01 CRIMIAL HOMICIDE	0
02 FORCIBLE RAPE	0
03 ROBBERY	1
04 ASSAULT	0
05 BURGLARY-RESIDENCE	1
06 BURGLARY-NON RES	1
07 BURGLARY-ATTEMPTED	0
08 BURGLARY-POSSIBLE	0
09 THEFT-OVER \$50	11
10 THEFT-UNDER \$50	2
11 THEFT-ATTEMPTED	0
12 THEFT-POSSIBLE	0
13 AUTO THEFT-RECOVERED	1
14 AUTO THEFT-ATTEMPTED	0
15 AUTO THEFT-POSSIBLE	0
16 ARSON	0
17 FORGERY & C-FEITING	0
18 FRAUD	0
19 EMBEZZLEMENT	0
20 STOLEN PROPERTY-BUY	0
21 STOLEN PROPERTY-REC	0
22 ABDUCTION	0
23 VANDALISM	3
24 WEAPONS	0
25 PROSTITUTION & VICE	0
26 SEX OFFENSE	0
27 NARCOTIC DRUG LAWS	0
28 GAMBLING	0
29 OFFENSE-FAN & CLDRN	0
30 DRIVING UNDER INFLUE	1
31 LIQUOR LAWS	1
32 DISORDERLY CONDUCT	18
33 VAGRANCY	0
34 ALL OTHER OFFENSES	1
50 ACC-PROPERTY DAMAGE	9
51 ACC-PERSONAL INJURY	1
52 ACC-FATAL	0
53 STREET LIGHTS	0
54 ALARMS	20
55 ANIMALS (OTHERS)	2
56 ASSIST A CITIZEN	11

?! where?

?

DATE OF ISSUE 07/12/88
TIME 0916

RAMSEY
INCIDENT

SHERIFF

SYSTEM

REPORT BY INCIDENT WITHIN CITY FOR PERIOD FROM 06-01-88 TO 06-30-

33. FALCON HEIGHTS	
57 BOATING & SWIMMING	0
58 BREATHALYZER	0
59 DDA'S	1
60 DOB'S	2
61 DOG COMPLAINTS	2
62 DOMESTIC	0
63 EMERGENCY	9
64 FIRE	4
65 LOUD	1
66 MISSING PERSONS	1
67 PROMLER	0
68 RECOVERED PROPERTY	3
69 SEARCH WARRANTS	0
70 SNOWMOBILES	0
71 SUSPICIOUS COMPLAINT	20
72 TRAFFIC	27
73 MISCELLANEOUS	18
TOTAL	172

Consent _____

Agenda Item: F1

Policy x

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Request for partial payment for 1988 St. Marys Street improvement project

SUBMITTED BY:

Terry J. Maurer, P.E.

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attached is Terry Maurer's recommendation for partial payment to Bituminous Consulting and Contracting, Inc. in the amount of \$10,747.95 for the St. Marys Street Project.

**Only remaining work
= signs & landscaping*

ACTION REQUESTED:

SAL



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

July 20, 1988

File: 330-007.70

Honorable Mayor & City Council
City of Falcon Heights
City Hall
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

RE: St. Mary's Street Improvements

Dear Council Members:

The St. Mary's Street Improvements Project, constructed by Bituminous Consulting and Contracting, Inc., has been substantially completed. The only remaining work is the placement of new street signs.

All other work has been completed in accordance with the plans and specifications of the project. The Contractor has signed the enclosed pay estimate and we submit it to you for your approval and action. A second and final pay estimate will be submitted to you when the signing work is completed.

Sincerely,
MAIER STEWART & ASSOCIATES, INC.

Terry J. Maurer, P.E.

TJM/ms

Enclosure

PARTIAL PAYMENT ESTIMATE

1

FROM: JUNE 23, 1988

TO: JULY 15, 1988

CONTRACTOR: BITUMINOUS CONSULTING & CONTRACTING, INC.
 OWNER: CITY OF FALCON HEIGHTS
 PROJECT: ST. MARY'S STREET

COMPLETION DATE
 ORIGINAL: JULY 17, 1988
 REVISED:

AMOUNT OF CONTRACT
 ORIGINAL: \$11,787.50
 REVISED: \$11,787.50

ITEM NO.	DESCRIPTION	CONTRACT ITEMS			THIS PERIOD			TOTAL TO DATE		
		UNIT	QUANTITY	UNIT PRICE	QUANTITY	AMOUNT	TOTAL/PERIOD	QUANTITY	AMOUNT	TOTAL/TODATE
SCHEDULE 1.0 STREET CONSTRUCTION										
1	REMOVALS	LS	1	1750.00	1	1750.00		1	1750.00	
2	TRANSPLANT TREES	EA	4	100.00	0	300.00		0	300.00	
3	CONCRETE CURB & GUTTER (6x12)	LF	315	7.50	117	2450.50		117	2450.50	
4	TACK COAT	GR	70	1.10	75	75.00		75	75.00	
5	BITUMINOUS PATCH	SY	200	8.50	25	1855.00		25	1855.00	
6	CLASS 5 AGGREGATE BASE	TA	150	8.00	126.45	1011.80		126.45	1011.80	
7	BITUMINOUS SURFACING 2141 MOD.	TN	140	21.00	139.87	2932.23		139.87	2932.23	
8	BIT. MATL. FOR MIA.	TH	8.5	140.00	7.9	1106.00		7.9	1106.00	
9	SIGNING	LS	1	750.00	0	0.00		0	0.00	
10	STRIPING	LS	1	225.00	1	225.00		1	225.00	
T SCHEDULE 1.0 STREET CONSTRUCTION—Total:							\$11,337.33		\$11,337.33	
							\$11,337.33		\$11,337.33	

SUMMARY

DESCRIPTION	TOTAL/PERIOD	TOTAL/TODATE
SCHEDULE 1.0 STREET CONSTR.	\$11,337.33	\$11,337.33

	THIS PERIOD	TOTAL TO DATE
AMOUNT BILLED	\$11,337.33	\$11,337.33
AMOUNT RETAINED	\$389.00	\$389.00
MATERIAL ON SITE	\$0.00	\$0.00
MATERIAL DEDUCT.	\$0.00	\$0.00
PREVIOUS PAYMENTS	*****	\$0.00
AMOUNT DUE	\$10,747.95	\$10,747.95

I hereby certify that I have carefully inspected the work and as a result of my inspection and to the best of my knowledge and belief, the quantities shown in this estimate are correct and have not been shown in previous estimates and the work has been performed in accordance with the contract documents.

Architect/Engineer: MAIER STEWART & ASSOCIATES, INC.

By: _____

(Title)

Approved by Association/Borrower/Owner
Representative:

By: _____

(Title)

I hereby certify that all items and amounts shown are correct for the work completed to date.

Contractor:

By: *Evan H. Nelson*
See - Tree

(Title)

Consent _____

Agenda Item: F2

Priority x

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Request for Final Payment for 1988 Sealcoating (N.W. Quadrant)

SUBMITTED BY:

Terry J Maurer P.E.

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attached is the Engineer's documentation and recommendation for final payment to Bituminous Roadways Inc., in the amount of \$16,505.15 for the 1988 Sealcoating.

↳ Bid Price
17,890.15

ACTION REQUESTED:

Adopt Resolution Approving Final Payment

SAK



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

July 20, 1988

File: 330-008.20

Honorable Mayor & City Council
City of Falcon Heights
City Hall
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113

RE: 1988 Seal Coating Project

Dear Council Members:

The 1988 Seal Coating Project has been completed at a final cost of \$16,505.15. The bid price was \$17,890.15. The small difference was due to the fact that less material was needed to complete the project. The Contractor, Bituminous Roadways, Inc., has signed the accompanying pay estimate. The project was performed according to our plans and specifications and we, therefore, submit this pay estimate for your approval and payment.

Enclosed are three (3) copies of the signed pay estimate and the supporting documents required by our specifications. These documents are:

- 1) Minnesota Department of Revenue Form IC-134
- 2) Consent of Surety Company to Final Payment
- 3) Certification of Payment for Labor and Materials

Sincerely,
MAIER STEWART & ASSOCIATES, INC.

Terry J. Maurer, P.E.

TJM/ms

Enclosure

PARTIAL PAYMENT ESTIMATE

1 AND FINAL

FROM: JUNE 1, 1988

TO: JUNE 27, 1988

CONTRACTOR: BITUMINOUS ROADWAYS, INC.
 OWNER: CITY OF FALCON HEIGHTS
 PROJECT: 1988 STREET SEAL COATING PROGRAM

COMPLETION DATE

ORIGINAL:

REVISED:

AMOUNT OF CONTRACT

ORIGINAL: \$17,890.15

REVISED: \$17,890.15

ITEM		CONTRACT ITEMS			THIS PERIOD			TOTAL TO DATE		
NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	QUANTITY	AMOUNT	TOTAL/PERIOD	QUANTITY	AMOUNT	TOTAL/TODATE
SCHEDULE 1.0 SEAL COATING										
1	BITUMINOUS MATL. CRS-2	Gal	11870	0.72	1065	766.72		1065	766.72	
2	SEAL COAT AGGREGATE FA-2	Tn	575	14.75	547.75	8036.43		547.75	8036.43	
SCHEDULE 1.0 SEAL COATING—Total							\$16,505.15			\$16,505.15
							\$16,505.15			\$16,505.15

SUMMARY

DESCRIPTION	TOTAL/PERIOD	TOTAL/TODATE
SCHEDULE 1.0 SEAL COATING--Tot	\$16,505.15	\$16,505.15

	THIS PERIOD	TOTAL TO DATE
AMOUNT EARNED	\$16,505.15	\$16,505.15
AMOUNT RETAINED	\$0.00	\$0.00
MATERIAL ON SITE	\$0.00	\$0.00
MATERIAL DEDUCT.	\$0.00	\$0.00
PREVIOUS PAYMENTS	*****	\$0.00
AMOUNT DUE	\$16,505.15	\$16,505.15

=====

I hereby certify that I have carefully inspected the work and as a result of my inspection and to the best of my knowledge and belief, the quantities shown in this estimate are correct and have not been shown in previous estimates and the work has been performed in accordance with the contract documents.

Architect/Engineer: MAIER STEWART & ASSOCIATES, INC.

By: Terry J. Mauer
Proj Eng
(Title)

Approved by Association/Borrower/Owner Representative:

By: _____

(Title)

=====

I hereby certify that all items and amounts shown are correct for the work completed to date.

Contractor: BITUMINOUS ROADWAYS, INC.

By: Mark D. Brey
Vice President
(Title)

Affidavit for Obtaining Final Settlement of Contract with the State of Minnesota and any of its Political or Governmental Subdivisions

Name of contractor BITUMINOUS ROADWAYS, INC.		Minnesota identification number (if none, read instructions) 8225235
Business address 2825 CEDAR AVE SO.		Area code and telephone number (612) 721-2451
City, town or post office MINNEAPOLIS	State MN	Zip code 55407

Check the box which describes your involvement in this project (read definitions on other side)

- Prime contractor Contractor Subcontractor

Project location 1988 STREET SEALCOATING	Project or contract number	Period of contract (Month/Year) From 6-1-88 to 6-27-88
Name of Minnesota governmental unit for which work was performed CITY OF FALCON HEIGHTS	Total amount of contract 16,505.15	Amount still due 16,505.15
Address of Minnesota governmental unit 2077 LARPELLEUR AVE.	City, town or post office FALCON HEIGHTS, MN	Zip code 55117

Did you pay or supervise the payment of persons employed on this contract? Yes No

If yes, did you withhold Minnesota income tax from the wages of each employee as required by Minnesota Statute 290.92? Yes No

Have you filed all required withholding returns and deposited Minnesota tax withheld with the Department of Revenue as required by Minnesota Statutes 290.92 and 290.97? Yes No

Do you authorize the Department to inform the prime contractor upon it's request whether your form IC-134 has been certified? Yes No

If you are a subcontractor, list your prime contractor's business name and address.

Name: _____

If you are a contractor or subcontractor, skip the next section of this form and sign below.

If you are a prime contractor, fill in the names and addresses of all your subcontractors. If you need more space to list your subcontractors, attach a separate sheet. Also you must attach certified affidavits of your subcontractors and sign below.

Name and address	Name and address
Name and address	Name and address
Name and address	Name and address

I declare under the penalties of criminal liability for willfully making a false statement, that the above statements are true and correct to the best of my knowledge and belief.

Sign Here Edward J. Stamba TREASURER 7/8/88
Your signature Title Date

Certificate of Compliance with Minnesota Statutes 290.92 and 290.97

Based on the facts stated in the above affidavit and the facts in the files and records of the Department of Revenue, the above contractor/subcontractor has properly complied with all of the provisions of Minnesota Statute 290.92 relating to the withholding of income tax on wages paid to employees and Minnesota Statute 290.97 relating to contract services with the State of Minnesota or any of its governmental or political subdivisions.

CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS

OWNER
ARCHITECT
CONTRACTOR
SURETY
OTHER

AIA Document G706

TO (Owner)

City of Falcon Heights
2077 Larpenteur Ave.
Falcon Heights, MN 55117

ARCHITECT'S PROJECT NO:

CONTRACT FOR: 1988 Sealcoating Project

PROJECT: 1988 Street Sealcoating
(name, address)

CONTRACT DATE: May 11, 1988

State of: Minnesota

County of: Hennepin

The undersigned, pursuant to Article 9 of the General Conditions of the Contract for Construction, AIA Document A201, hereby certifies that, except as listed below, he has paid in full or has otherwise satisfied all obligations for all materials and equipment furnished, for all work, labor, and services performed, and for all known indebtedness and claims against the Contractor for damages arising in any manner in connection with the performance of the Contract referenced above for which the Owner or his property might in any way be held responsible.

EXCEPTIONS: (If none, write "None". If required by the Owner, the Contractor shall furnish bond satisfactory to the Owner for each exception.)

NONE

SUPPORTING DOCUMENTS ATTACHED HERETO:

1. Consent of Surety to Final Payment. Whenever Surety is involved, Consent of Surety is required. AIA DOCUMENT G707, CONSENT OF SURETY, may be used for this purpose. Indicate attachment: (yes) (no).

The following supporting documents should be attached hereto if required by the Owner:

1. Contractor's Release or Waiver of Liens, conditional upon receipt of final payment.
2. Separate Releases or Waivers of Liens from Subcontractors and material and equipment suppliers, to the extent required by the Owner, accompanied by a list thereof.
3. Contractor's Affidavit of Release of Liens (AIA DOCUMENT G706A).

CONTRACTOR: BITUMINOUS ROADWAYS, INC.

Address: 2825 Cedar Ave. So.
Minneapolis, MN 55407

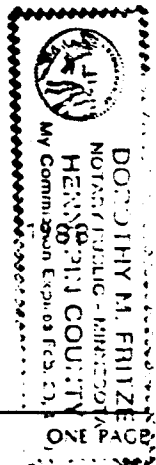
BY: *Edward J. Ostrom*
Treasurer

Subscribed and sworn to before me this 8th
day of July

Notary Public:

Dorothy M. Fritze

My Commission Expires Feb. 20, 1990



CONSENT OF
SURETY COMPANY
TO FINAL PAYMENT
AIA DOCUMENT G707

OWNER
ARCHITECT
CONTRACTOR
SURETY
OTHER

ic

PROJECT: 1988 Street Sealcoating
(name, address)

TO (Owner)

City of Falcon Heights
2077 Larpenteur Avenue
Falcon Heights, MN 55117

ARCHITECT'S PROJECT NO:

CONTRACT FOR: 1988 Street Sealcoating
Bond #U66 75 78

CONTRACT DATE: May 11, 1988

CONTRACTOR:

Bituminous Roadways, Inc.
2825 Cedar Avenue S.
Minneapolis, MN 55407

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(here insert name and address of Surety Company)

United Pacific Insurance Company
4 Penn Center Plaza
Philadelphia, PA 19103

, SURETY COMPANY,

on bond of (here insert name and address of Contractor)

Bituminous Roadways, Inc.
2825 Cedar Avenue S.
Minneapolis, MN 55407

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not
relieve the Surety Company of any of its obligations to (here insert name and address of Owner)

City of Falcon Heights
2077 Larpenteur Avenue
Falcon Heights, MN 55117

, OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF,

the Surety Company has hereunto set its hand this 11th day of July 19 88.

UNITED PACIFIC INSURANCE COMPANY

Surety Company

Meredith F. Shian

Signature of Authorized Representative

Meredith F. Shian, Attorney-in-fact

Title

Witness:

(Seal)

[Handwritten Signature]

NOTE: This form is to be used as a companion document to AIA DOCUMENT G706, CONTRACTOR'S AFFIDAVIT OF PAYMENT OF DEBTS AND CLAIMS, Current Edition

On July 11, 1988, before me, a Notary Public within and for said County and State, personally appeared Meredith F. Shian known to me to be the Attorney-in-Fact of UNITED PACIFIC INSURANCE COMPANY, the corporation described in and that executed the within and foregoing instrument and known to me to be the person who executed the said instrument in behalf of said corporation and he duly acknowledged to me that such corporation executed the same.

Janet K. Nelson

UNITED PACIFIC INSURANCE COMPANY

HOME OFFICE, FEDERAL WAY, WASHINGTON

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, That the UNITED PACIFIC INSURANCE COMPANY, a corporation duly organized under the laws of the State of Washington, does hereby make, constitute and appoint Earl R. Larson, Dennis Loots, Meredith F. Shian and Janet K. Nelson, individually, of Minneapolis, Minnesota

its true and lawful Attorney-in-Fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed any and all bonds and undertakings of Suretyship,

and to bind the UNITED PACIFIC INSURANCE COMPANY thereby as fully and to the same extent as if such bonds and undertakings and other writings obligatory in the nature thereof were signed by an Executive Officer of the UNITED PACIFIC INSURANCE COMPANY and sealed and attested by one other of such officers, and hereby ratifies and confirms all that its said Attorney(s)-in-Fact may do in pursuance hereof.

This Power of Attorney is granted under and by authority of Article VII of the By-Laws of UNITED PACIFIC INSURANCE COMPANY which became effective September 7, 1978, which provisions are now in full force and effect, reading as follows:

ARTICLE VII - EXECUTION OF BONDS AND UNDERTAKINGS

1. The Board of Directors, the President, the Chairman of the Board, any Senior Vice President, any Vice President or Assistant Vice President or other officer designated by the Board of Directors shall have power and authority to (a) appoint Attorneys-in-Fact and to authorize them to execute on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and (b) to remove any such Attorney-in-Fact at any time and revoke the power and authority given to him.
2. Attorneys-in-Fact shall have power and authority, subject to the terms and limitations of the power of attorney issued to them, to execute and deliver on behalf of the Company, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof. The corporate seal is not necessary for the validity of any bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof.
3. Attorneys-in-Fact shall have power and authority to execute affidavits required to be attached to bonds, recognizances, contracts of indemnity or other conditional or obligatory undertakings and they shall also have power and authority to certify the financial statement of the Company and to copies of the By-Laws of the Company or any article or section thereof.

This power of attorney is signed and sealed by facsimile under and by authority of the following Resolution adopted by the Board of Directors of UNITED PACIFIC INSURANCE COMPANY at a meeting held on the 5th day of June, 1979, at which a quorum was present, and said Resolution has not been amended or repealed:

"Resolved, that the signatures of such directors and officers and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached."

IN WITNESS WHEREOF, the UNITED PACIFIC INSURANCE COMPANY has caused these presents to be signed by its Vice President, and its corporate seal to be hereto affixed, this 20th day of November 1985.



UNITED PACIFIC INSURANCE COMPANY

[Signature]
Vice President

STATE OF Pennsylvania }
COUNTY OF Philadelphia } ss.

On this 20th day of November, 1985, personally appeared Raymond MacNeil

to me known to be the Vice-President of the UNITED PACIFIC INSURANCE COMPANY, and acknowledged that he executed and attested the foregoing instrument and affixed the seal of said corporation thereto, and that Article VII, Section 1, 2, and 3 of the By-Laws of said Company, and the Resolution, set forth therein, are still in full force.

My Commission Expires:

September 28, 1987



[Signature]
Notary Public in and for State of Pennsylvania
Residing at Philadelphia

I, James F. Marckstein, Assistant Secretary of the UNITED PACIFIC INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said UNITED PACIFIC INSURANCE COMPANY, which is still in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company this 11th day of July, 1988



[Signature]
Assistant Secretary

Consent _____

Agenda Item: F3

Policy x

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Conditional use request to operate a pool hall in a B-2 district

SUBMITTED BY:

Chico Ferdowski and owner/agent of Northome Shopping Center

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Mr. Ferdowski, the prospective proprietor, and Daniel Kordiak, representing Northome Shopping Center, have applied for a conditional use ^{permit} to allow Mr. Ferdowski to operate a pool hall in the Northome Shopping Center, S.E. corner of Larpenteur and Snelling.

Attachments:

- (a) Conditional use request
- (b) Copy of Section 9-10.01, subd 2 of the Code
- (c) Copy of Ordinance 0-88-6
- (d) Copy of Ordinance 0-88-10 relating to conditional use permits

X Ordinance is incorrect!

** In future -> Planning at ~~Code~~ Pl. Comm.*

→ Planning Commission? on Sept. 12

ACTION REQUESTED:

Refer to Planning Commission and schedule public hearing for August 24, 1988.

7:15

SAL



City of Falcon Heights

2077 W. Larpenteur Avenue
Falcon Heights, Minn. 55113

(a)
Receipt # 6090

TO THE ZONING ADMINISTRATOR, FALCON HEIGHTS:

9-10.01
Subd 2
as amended
by Ordinance
88-6

I-We hereby apply for (a) Rezoning-Variance Conditional Use

Sub-Division - Platting

The subject real estate is located at

(Street Address) 1550 West Larpenteur

Legal Description: Lot , Block

Tract B, Re-land Survey No. 94
County of Ramsey

This application is made for the following reasons:

To operate a pool hall in the Northome Shopping Center, SE corner of Larpenteur/Snelling. (B-2 zone)

Attached hereto is the applicable fee in the amount of: \$ 20.00

Rezoning Application

Variance

Conditional Use

Sub-Dividing

Platting

Shijid R

Daniel G. Kudlak 7-20-88
Applicant 379-8219 Date

Applicant's interest in the above described real estate is

DIXIE #

Daniel G. Kudlak attorney for applicant 71776-9819

NOTE: Applicant must file conditional use with Ramsey County if granted.

W# 572-3730

Chico
Hardaway

CITY OF FALCON HEIGHTS

ORDINANCE

Date April 13, 1988

AN ORDINANCE RELATING TO CONDITIONAL USES IN THE B-2, RETAIL BUSINESS DISTRICT, AMENDING SECTION 9-10.01 OF THE MUNICIPAL CODE

The City Council of the City of Falcon Heights does ordain as follows:

That 9-10.01, Subd. 2(C) of the City's Zoning Code be amended to read as follows:

- Subd. 1. c. Retail Liquor Store
- z. Billard or Pool Hall

A
i

*Z+?

Moved by Wallin

Approved by Tom Balaban
Mayor

April 13, 1988
Date

Yeas	Nays
BALDWIN	<u>5</u> in Favor
CIERNIA	
HENOWETH	<u>0</u> Against
WALLIN	
BUSH	

Attested by David H. Wilson
Clerk Administrator

April 13, 1988
Date

Adopted by Council April 13, 1988

b

- aa. Pipe and tobacco shop.
- bb. Record shop.
- cc. Restaurant, cafe, tea room, tavern.
- dd. Shoe sales and repair.
- ee. Sporting goods stores.
- ff. Variety store.
- gg. Wearing apparel shop.
- hh. Picture framing.
- ii. Radio, television and electronic equipment supply and repair.
- jj. Beauty Shop
- kk. Barber Shop
- ll. Tanning Studio
- mm. Video Rental Shop
- nn. Packaging and office supplies
- oo. Printing or duplicating services provided that no more than six (6) employees are employed on premises at any one time.
- pp. Multiple dwellings as permitted and regulated in an "R" District.
- qq. Business or trade school when conducted entirely within a building.
- rr. Diaper and hand laundry service, dry cleaning plant, provided not more than six (6) persons are employed on the premises at any one time.
- ss. Electrical service, heating, plumbing, appliance or air conditioning service shop, provided that no more than six (6) persons are employed in repair or processing.
- tt. Garden supply store provided it is conducted entirely within an enclosed structure.
- uu. Newspaper and publishing office
- vv. Pet shop provided the operation shall not include the boarding of pets on the site, the maintaining of pens or cages outside of the building or the operating so as to cause an offensive odor or noise.
- ww. Photographic supplies and processing of film and prints
- xx. Seat cover, upholstery or drapery shop
- yy. Television and radio stations
- zz. Wholesale distribution, wholesale office and show rooms

Subdivision 2. Conditional Uses. No structure or land shall be used for the following uses except by conditional use permit.

- a. Motor fuel stations subject to the performance standards as specified in Section 9-14 (14) of this Code.
- b. Drive-in establishments subject to the performance standards Section 9-14 (17) of this Code.

- c. ~~Those uses permitted in Subdivision 1 of Section 9-9.01.~~
- d. Broadcast and telecommunications transmission tower facilities.
- e. Advertising signs.
- f. Commercial auto repair and used car sales.
- g. Boat and marine sales when conducted entirely within a building.
- h. Building material yard, provided it is conducted entirely within an enclosed structure.
- i. Car wash establishments.
- j. Commercial greenhouse provided all outside storage is fenced in such a manner so as to screen the stored material from view when observed from the public street and adjacent residential areas.
- k. Hotels, motor hotels and motels, provided the site shall contain not less than six hundred (600) square feet of lot area per unit.
- l. Optical and jewelry manufacturing.
- m. Armories, convention halls, sports arenas and stadiums, bowling gymnasiums, Y.M.C.A., Y.W.C.A., night clubs.
- n. Veterinarian offices and small animal hospitals provided there shall be no boarding of animals, except for hospitalization, on the site nor the placement of cages or pens outside of the building.

Other retail uses of a similar nature may be added to the above list of conditional uses upon request and approval by the Planning Commission and the Council.

Subdivision 3. Permitted Accessory Uses. Any use permitted in Part 8 Subdivision 2 and as regulated therein. The following additional uses shall also be permitted accessory uses.

- a. Accessory structures other than private garages as regulated herein. The design and placement of the accessory buildings must be approved by the City Council as being in harmony with the surrounding business district after review and recommendation by the Planning Commission.

CITY OF FALCON HEIGHTS

ORDINANCE NO. 88-10

AN ORDINANCE AMENDING CHAPTER NINE

OF THE CODE OF THE CITY OF FALCON HEIGHTS

THE COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

SECTION 1. Chapter Nine, Part 9-15.04 is amended to read as follows:

9-15.04 Conditional Use Permits.

Subdivision 1. Purpose and Public Policy. Conditional uses are those uses authorized by this Chapter which require special planning consideration due to traffic circulation and access needs or impacts, operational characteristics, proximity to other similar uses, impact on neighboring property, etc., and which therefore need special conditions imposed to establish or control these factors in order to protect the public health, safety and welfare and to assure compliance and harmony with the Comprehensive Plan of the City. In the enactment of this Chapter, the City recognizes that there are certain uses which, because of their characteristics, limited number, or unique character, cannot be classified into any particular district or districts without providing for such districts extensive regulatory provisions herein. It is also recognized that there may be uses that are not provided for in this Chapter. Certain uses, while generally not suitable in a particular zoning district, may, under some circumstances and conditions be suitable. Unless otherwise specifically provided when issued, a conditional use permit shall apply to the use and land and not to a particular person or firm; any change in land ownership, lease, rental, occupancy or similar change shall not affect the permit or its conditions except as may be specifically authorized and required by the City.

- a. Situations for Issuing: Conditional Use Permits may be issued for any of the following:

- (1) Any of the uses or purposes for which such permits are required or permitted by the provisions of this Chapter.
- (2) Public utility or public service uses or public buildings in any district when found to be necessary for the public health, safety, convenience or welfare.
- (3) To classify as a conforming use any non-conforming institutional use existing in any district at the time of the establishment of such district.
- (4) To permit the location of any of the following uses in a district from which they are excluded by the provisions of this Ordinance: library, community center, church, hospital, any institution of an educational, philanthropic or charitable nature, cemetery or mausoleum.

Subdivision 2. Application. Any owner of property, or a person, firm, association or corporation holding a contract to purchase property, or an optionee holding an option conditioned solely on the grant of a conditional use permit, or the duly authorized agent of such applicant, may make application for a conditional use permit; however, any proceedings to classify certain uses as conforming uses may be initiated either by such application or by the City Council or by the City Planning Commission. The application shall be made on forms prepared by the zoning administrator, and filed with him. The application shall contain the section number of the Chapter which permits the issuance of the permit, a brief statement describing the use and why the applicant feels that it can be permitted, a statement of the ownership interest in the property of the applicant, as well as the additional information required below. An application for a conditional use permit shall be accompanied by payment of a fee as set from time to time by the City Council in addition to the regular building permit fee, if any.

- a. Additional Information. A Site Plan and supplementary graphic or written material shall be provided with the application, containing the following information and/or such additional or lesser information as may be required by the zoning administrator:

- (1) Name, address, and legal description of project/development.
- (2) Location map, showing zoning district boundaries including area within one-half mile of the site.
- (3) Name and mailing address of developer/owner and engineer/architect.
- (4) Date of plan preparation.
- (5) Scale and a north point indicator.
- (6) Boundary line of property with their dimensions.
- (7) Location, identification and dimensions of existing and proposed:
 - a. Topographic contours of minimum intervals of two feet.
 - b. Adjacent streets and on-street right-of-way.
 - c. On-site streets and street right-of-way.
 - d. All utility and utility right-of-way easements.
 - e. Lighting plan, showing the lighting of parking areas, walks, security lights and driveway entrance lights.
 - f. Building and structures, including:
 - (1) Elevation drawings of all proposed buildings and structures with dimensions.
 - (2) Elevation, height above mean sea level of all floors and roofs, when structure is sited in an area prone to flooding as determined by the City Engineer.
 - (3) Gross square footage of existing and proposed buildings and structures.
 - (4) Exterior finish materials.

(8) Type of business, proposed number of employees, and times of operations.

- g. All parking facilities.
- h. Water bodies and drainage ditches.
- i. Fences and retaining walls.
- j. Landscape plan, showing size and species of each planting.
- k. On and off site traffic flow.
- l. Parking plan.

(8) Site statistics including square footage, percentage of coverage, dwelling unit density, and percentage of park or open space.

(9) Names and addresses of the owners of all property abutting the subject property, as contained in the current real estate tax rolls, including property located across the street, avenue or alley from the subject property.

Subdivision 3. Hearing: The City Council or Planning Commission shall hold a public hearing within thirty (30) days of the date of filing the application, or at the next regularly scheduled meeting after said thirty (30) days, after publishing notice of such hearing in the official newspaper and sending mailed notice to those listed in the application as abutting property owners at least ten (10) days prior to the date of the hearing.

a. General and Special Requirements: The Planning Commission and/or Council shall consider to what extent the applicant's plan minimizes possible adverse effects of the proposed conditional use, what modifications to the plan and what conditions on approval could further minimize the adverse effects of the proposed use. The following development standards shall be considered general requirements for all conditional use permits except as hereinafter provided:

(1) The land area and setback requirements of the property containing such a use or activity

meet the minimums established for the district.

- (2) When abutting a residential use, the property shall be screened and landscaped.
- (3) Where applicable, all City, county, state and federal laws, regulations and ordinances shall be complied with and all necessary permits secured.
- (4) Signs shall not adversely impact adjoining or surrounding residential uses.
- (5) Adequate off-road parking and loading shall be provided. Such parking and loading shall be screened and landscaped from abutting residential uses.
- (6) The road serving the use or activity must be of sufficient design to accommodate the proposed use or activity, and such use or activity shall not generate such additional extra traffic as to create a nuisance or hazard to existing traffic or to surrounding land use.
- (7) All access roads, driveways, parking areas, and outside storage, service, or sales areas shall be surfaced or grassed to control dust and drainage.
- (8) All open and outdoor storage, sales and service areas shall be screened from view from public streets and from abutting residential uses or districts.
- (9) All lighting shall be designed to prevent any direct source of light being visible from adjacent residential areas or from the public streets.
- (10) The use or activity shall be properly drained to control surface water runoff.
- (11) The architectural appearance and functional plan of the building and site shall not be so dissimilar to the existing buildings or area as to cause impairment in property values or constitute a blighting influence.

- (12) The proposed water, sewer and other utilities shall be capable of accommodating the proposed use.
- (13) That the proposed use conforms to the comprehensive municipal plan. Such a finding should be based upon the following considerations:
- (a) That certain uses may not be considered appropriate within the interior of residential neighborhoods because of noise, traffic, or other conditions that would tend to affect adversely the residential character of the neighborhood and possibly reduce property values. These uses are considered appropriate only on the periphery of residential neighborhoods, or under such conditions as the Planning Commission may deem proper. The uses may represent "buffer" uses for those areas lying between single family dwellings and non-residential uses.
 - (b) That certain uses are considered, as a rule, unsuitable in Business Districts because of inherent business characteristics (e.g. traffic, noise, glare), proximity to residential areas, the fact that they tend not to serve nearby residential areas, or may adversely affect nearby permitted business uses;
 - (c) That certain uses are considered generally unsuitable in Industrial Districts, because of conditions that would tend to discourage other industrial development in the vicinity. These conditions include noise, vibrations, dust, glare, unsightliness or similar nuisances. Certain other industrial land uses are considered generally inappropriate because they represent under-utilization of land. This, in turn, means a low tax return from land that under fuller development would be contributing needed revenue to the community's tax base. Such uses, however, may be considered as temporary uses;

- (d) That certain temporary uses that are generally not suitable within a particular zoning district are potentially suitable on a temporary basis. This may be due to the lack of development on existing property, to a short-term need (such as highway construction), or to a limited degree of adverse effects, upon adjacent land use.

These standards shall be strictly applied unless it is found in the particular case that the community safety, health and welfare can as well or better be served by modifying them. Any special requirements applicable to the particular case which are imposed elsewhere in this chapter shall be met in each case.

When applications are reviewed by the Planning Commission but acted upon by the City Council the Planning Commission shall recommend to the City Council whatever action it deems advisable, including all recommended conditions on the granting of the conditional use permit.

Subdivision 4. Action: In acting upon applications for conditional use permits, the Planning Commission or City Council shall consider the effect of the proposed use upon the health, safety, morals, comfort, convenience and welfare of the occupants of the surrounding lands, existing and anticipated traffic conditions, including parking facilities on adjacent sites. When applications are reviewed by the Planning Commission but acted upon by the City Council the City Council may hold whatever public hearings it deems advisable or may return the application to the Planning Commission for further consideration.

- (a) Approval: If it is determined that the general and special requirements of this chapter will be satisfied by applicant's plan, the City may grant such permit and may impose conditions relating to the general and special requirements in each case, including durational conditions.
- (b) Denial: Conditional use permits may be denied by resolution. Such resolution shall state the reasons for denial, but may incorporate by reference the minutes and recommendations of the Planning Commission,

staff reports, hearing testimony and any other material relevant to the decision.

Subdivision 5. Termination: If compliance with all of the conditions of the conditional use permit have not taken place within the time prescribed by the City, the permit is deemed terminated, unless the Council, in its sole discretion, extends the time for compliance for an additional period not to exceed one year. Any violation of a continuing condition shall be grounds for revocation of the conditional use permit, after notice of violation served upon the permit holder in the manner of a civil summons at least 10 days prior to hearing, and upon the Council finding at the revocation hearing that the condition violated remains necessary to carry out the purposes of this section and that the permit holder is unable or unwilling to satisfy the condition. Such finding shall be made by majority vote, upon the preponderance of the evidence presented by the Zoning Administrator and anyone appearing on behalf of the permit holder.

Subdivision 6. Performance Bond: The City may require a performance bond or other security, in form approved by the City Attorney, to guarantee performance of the conditions in any case where such performance is not otherwise guaranteed. Such security shall be provided prior to the issuance of building permits or initiation of work on the proposed improvements or development and shall be in an amount 1.25 times the approved estimated costs of labor and materials for the proposed improvements or development.

SECTION 2. This ordinance, passed this 11th day of May, 1988, shall become effective on the day following its publication.

Tom Baldwin
Mayor

ATTEST:

Daniel R. Wiesner
Clerk-Administrator

Date of Publication: _____

Moved by Councilmember Wallin

YEAS NAYS

✓ BALDWIN
✓ CIERNIA
Absent CHENOWETH 4 in Favor
✓ WALLIN 0 Against

Consent _____

Priority _____

Agenda Item: F4

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Designation of streets to be posted "no parking" during State Fair.

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attached is a copy of the "no parking" designations for the 1987 State Fair. This seemed to be satisfactory. The permit parking arrangement for Arona apartment dwellers also worked well and was appreciated by the building owners and the residents. We assume you want to continue this practice.

ACTION REQUESTED:



unanimously recommended by the Planning Commission at their July 6th meeting. Motion carried unanimously.

DESIGNATION OF STREETS TO BE POSTED "NO PARKING" DURING STATE FAIR

Baldwin explained the apartment dwellers on Arona have no place to park except on the street and suggested some kind of permit system be instigated to allow them to park on streets in the area during the period the streets are posted "No Parking" during the State Fair. Wiessner was directed to contact those apartment owners and work out an appropriate parking system. Hard moved, seconded by Wallin, posting the following streets "No Parking" during the State Fair: (1) All of Northern Addition, water side, (2) all of Hollywood Court including alley, (3) St. Mary's, (4) Maple Knoll Drive and Garden Avenue west of Snelling on both sides, (5) all streets north of Larpenteur, between Snelling and Kenline running between streets Nelson, Elbert and Sheldon north of Kenline, water side, (6) between 1,500 feet north of Larpenteur, (6) Lindig on water side including the cul-da-sac, (7) Larpenteur Avenue from Snelling to Cleveland, and (8) Snelling Drive. Motion carried unanimously, and (9) Snelling Avenue (E side).

PROPOSED RESOLUTION AMENDING THE SECTION OF THE CABLE JOINT POWERS AGREEMENT RELATING TO THE VOTING STRUCTURE AND FINANCIAL CONTRIBUTIONS OF THE MEMBERS

Baldwin presented the proposed resolution and explained Falcon Heights' Cable Commissioner, Ron Eggert, encourages approval as it will reduce the City's financial contribution. Hard moved, seconded by Wallin, adoption of Resolution R-87-28. Motion carried unanimously.

RESOLUTION R-87-28

A RESOLUTION AMENDING BY SUBSTITUTION ARTICLE VI, SECTION 1 AND ARTICLE X, SECTION 3 OF THE NORTH SUBURBAN CABLE COMMISSION JOINT AND COOPERATIVE AGREEMENT FOR THE ADMINISTRATION OF A CABLE COMMUNICATIONS SYSTEM

ADJOURNMENT

Wallin moved, seconded by Hard, adjournment at 7:59 P.M. Motion carried unanimously.



Tom Baldwin, Mayor

ATTEST:



Janet R. Wiessner, Clerk Administrator

Consent _____

Agenda Item: 75

Priority X _____

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Removal of diseased Elm trees at 1701 Fairview

SUBMITTED BY:

Linda Treeful, City Forester

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attachments

- (a) Memo from Linda Treeful documenting tree removal notices
- (b) Proposed Resolution
- (c) Copy of Section 8-4.04, Subd 8 of the Code

ACTION REQUESTED:

~~_____~~

SJC

July 19, 1988

To: Shirley Chenoweth

From: Linda Treeful, City Forester, Falcon Heights

RE: Two elm trees at 1701 Fairview with Dutch Elm Disease (DED)

Mrs. Sommers, the homeowner at 1701 Fairview, was notified in person on May 16, 1988 that a 19" American elm in her backyard had DED. A letter stating that the tree had to be removed within 21 days was given to Mrs. Sommers at the same time. On June 16, 1988, a second American elm with a 23" diameter was diagnosed with DED in Mrs. Sommers' backyard. At that time she was notified in person and given a notice to have the tree removed within 21 days. She was also given a second notice regarding the first elm tree which had not yet been removed. As of July 19, 1988, neither of these elm trees has been removed.

No. _____

CITY OF FALCON HEIGHTS
C O U N C I L R E S O L U T I O N

Date _____

A RESOLUTION RELATING TO REMOVAL OF DISEASED ELM TREES LOCATED AT
1701 FAIRVIEW

RESOLVED, by the City Council of the City of Falcon Heights that pursuant to Section 8-4.04. subd. 8 of the Municipal Code, the City Forester determined that dutch elm infested trees are located at 1701 Fairview, outside of the public way in the city, and has reported this finding to the City Council.

NOW, THEREFORE, the Council directs its staff to notify the owner of the above property by certified mail that ~~the nuisance will be abated by the City after the expiration of 15 days following mailing of the certified letter unless the property owner removes the trees~~ in question prior to such action by the City. Any costs will be charged to the property owner.

Moved by _____

Approved by _____
Mayor

Yeas

Nays

_____ Date

BALDWIN
CIERNIA
CHENOWETH
WALLIN
BUSH

_____ in Favor
_____ Against

Attested by _____
Clerk Administrator

_____ Date

Adopted by Council _____

d. On or before September 1 of each year the clerk shall list the total unpaid charges for each abatement against each separate lot or parcel to which they are attributable under this section. The council may then spread the charges or any portion thereof against the property involved as a special assessment under Minn. Stat., Section 429.101 (1982) and other pertinent statutes for certification to the County Auditor and collection the following year along with current taxes.

Subdivision 8. Abatement of Dutch Elm Nuisance on Private Property.

a. Whenever the city horticulturist finds with reasonable certainty that the infestation defined in subdivision 4 exists in any trees or wood located on private property outside of any public way in the City, she/he shall proceed as follows:

1. If she/he finds that the danger of infestation of other elm trees is not imminent because of elm dormancy, she/he shall make a written report of his/her findings to the council, which shall then proceed to abate the nuisance as provided in Subdivision b.

2. If she/he finds that the danger of infestation of other elms is imminent, she/he shall notify the owner of the property on which the nuisance is found, that the nuisance must be abated within a specified time not less than five days from the date of mailing such notice. The city horticulturist shall immediately file a written report with the clerk of such action and after the expiration of the time limited by the notice, she/he may abate the nuisance.

b. Upon receipt of the notice required by subdivision 8a.1., the council by resolution shall by certified mail notify the owner that the nuisance will be abated by the City within a specified time, not less than two weeks, unless the property owner abates it within that time. The council may also publish such notice.

Subdivision 9. Spraying Elm Trees.

a. Whenever the city horticulturist determines that any elm tree or elm wood within the City is infected with Dutch Elm fungus, she/he may spray all nearby elm trees, with an effective elm bark beetle destroying concentrate. Spraying activities authorized by this section shall be conducted in accordance with technical and expert opinions and plans of the commissioner of agriculture or the city horticulturist.

TO: Councilmembers

FROM: Tom

DATE: 7/26/88

RE: Item F-6 on agenda for 7/27/88

I'm requesting the referenced item be tabled for the following reasons:

1. Both Phil and I have definite (and probably differing) feelings on this issue that I feel need to be part of any discussion on the matter.
2. This is a sensitive issue and I feel we all need to be present for any public discussion so that we all know each other's feelings.
3. When we created the fire marshall's position and when we agreed to Jay's status we said we would have to live with the situation awhile and then review our policies. Obviously, this is the time for review and we need to take time to do it right.
4. Jan has just (7/26/88) received VOLUMES of personnel information from the League of Minnesota Cities that needs to be digested before we know the efficacy of our proposed policy.

For these reasons I am, as I've said, requesting the item be tabled, and I believe any public discussion at the 7/27 meeting would be inappropriate.

CITY OF FALCON HEIGHTS
PERSONEL POLICY

Participation in Fire Department

Full time employees of the City of Falcon Heights are encouraged to participate as members of the Falcon Heights Fire Department.

Service to Fire Department During Regular Work Hours

During regular work hours employees will be allowed to respond to fire/ ambulance calls as determined by the City Administrator based upon the needs of the Fire Department and the needs of their regular work assignments. There will be no additional compensation for providing Fire Department services during regular work hours.

Service to Fire Department Outside of Regular Work Hours

Outside of regular work hours, full-time City employees will be treated the same as any other member of the Fire Department, including training, hourly compensation and retirement benefits.

KIND OF WORK:

Conducts inspections, enforces fire and safety regulations, and reviews and updates City's Emergency Action Plan.

DIFFICULTY AND RESPONSIBILITY:

Under limited supervision provides technical application of emergency prevention methodology; responsible for Minnesota Uniform Fire Code enforcement for new and existing buildings, provides guidance to Falcon Heights employees regarding proper handling of hazardous materials, provides information to the public regarding prevention and response to emergencies.

RESPONSIBILITIES:

- Conducts fire prevention inspections to assure compliance with all fire and safety codes for new and existing buildings.
- Maintains all fire inspection and fire incident records, issues burning permits for recreational fires, issues sprinkler permits after Fire Chief/Fire Department Plan Review Committee approves plans.
- Reviews all new development plans and major renovation of existing buildings with Fire Chief/Fire Department Plan Review Committee.
- Inspects new and existing underground storage facilities for compliance with all safety regulations.
- Reports any structural problems to building inspector when performing fire inspections.
- Provides public safety information utilizing all available resources including Cable TV character generator, Public Access programming, City Newsletter, suburban newspapers, and public information seminars.
- Annually reviews and updates City Emergency Action Plan, maintains hazardous material handling data sheets, enforces SARA regulations, and reports findings to the Falcon Heights Fire Department/Falcon Heights Community.
- Reviews and maintains Fire Department records as Fire Chief requires.
- Enforces Minnesota Uniform Fire code, SARA and other public safety codes.
- Serves as Civil Defense Director.
- Maintains effective communication channels with City employees and the public
- Photographs and retains the chain of evidence regarding all fire investigations.
- Works directly with, and is responsible to City Administrator.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

Knowledge of:

- Hazardous materials, fire scene investigation, fire incident reporting to State Fire Marshal's Office, code enforcement for Minnesota State Fire Code, National Fire Protection Code, Life Safety Code, Civil Defense Incident Command procedure: two way radio operation, sprinkler installation, SARA programs, hazardous material documentation requirements, underground tank inspections, Emergency Action Plan implementation, fire hydrant operation and basic knowledge of water supply system.

Skills and abilities required

- Basic computer entry knowledge, effective written and verbal interpersonal communication skills, ability to read, interpret and review building plan blue prints, must be able to read and interpret fire and safety codes; Perform routine fire inspections and suggest housekeeping and life safety improvements. Must be able to interact effectively with developers, building owners, victims of fires, City officials, employees and the public in general. Must be able to organize and instruct safety information programs for local businesses, civic clubs, schools, and residents including fire prevention, fire suppression and civil defense. Handle any residents on telephone or at City reception desk with tact and diplomacy.

FIRE MARSHAL/FALCON HEIGHTS FIRE DEPARTMENT

Jan 88
71

KIND OF WORK: Technical and professional work in fire fighting, national emergency Medical Technician, arson investigation, Minnesota Uniform Fire Code enforcement, National Fire Code Enforcement, Life Safety Code enforcement, fire incident reporting documentation, minor Fire Department maintenance, fire prevention inspections (commercial, apartment and daycare centers), review and update hazardous materials, disaster plan, hydrant water supply, Cable TV public information, Civil Defense Director.

DIFFICULTY AND RESPONSIBILITY: Under limited supervision provide technical application of fire/rescue service to citizens of Falcon Heights, responsible for fire prevention/fire inspections/code enforcement for new and existing buildings, provide guidance and information to Falcon Heights Fire Department regarding right to know relating to hazardous materials. Provide update on all Fire Marshal projects to City Staff at weekly staff meetings.

RESPONSIBILITIES:

- Maintains all fire inspections, fire incident records, issues burning permits for recreational fires, issue sprinkler permits after Fire Chief/Fire Department Plan Review Committee approves plans. Review all new development or major renovation of existing buildings with Fire Chief/Fire Department Plan Review Committee.
- Inspect new and existing underground storage facilities for proper protection and hazardous material reporting complying to SARA regulations. Report any structural problems to building inspector when performing fire inspections.
- Provide public safety information utilizing all available resources including Cable TV character generator, Public Access programming, City Newsletter, suburban newspapers, and public information seminars.
- Serve as a member of the Falcon Heights Fire Department and Rescue squad.
- Review and update annually City Disaster Plan, hazardous material handling data sheets, SARA regulations, and will report findings to the Falcon Heights Fire Department/Falcon Heights Community.
- Performs minor maintenance on all Fire Department vehicles.
- Works directly with, and responsible to City Administrator/Fire Chief regarding all Fire Marshal activities.
- Reviews and maintains all fire Department records as Fire Chief requires.
- Provides general office assistance at Falcon Heights City Office, answering phones, responding to requests for information and service.
- Attend all fire drills for training purposes and public safety communications to Fire Department.
- Attend after hour fire/ambulance calls when available.
- Establish time lines with developers, i.e., may permit pouring footings on Friday if letter of intent is in hand on Thursday.

enforce all code requirements without negotiations except as provided the current Minnesota Uniform Fire Code.

Serve as Civil Defense Director for City of Falcon Heights.

The Fire Marshal will photograph and retain the chain of evidence regarding all fire investigations.

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED:

Knowledge of:

- Hazardous materials, advanced fire fighting, Emergency Medical Technician, Heart Aid Defibrillator, fire pump operation, arson investigation, advanced photography, fire scene investigation, fire incident reporting to State Fire Marshal's Office, code enforcement for Minnesota State Fire Code, National Fire Protection Code, Life Safety Code, Civil Defense Incident Command, ambulance/ Fire equipment maintenance, two way radio operation, self contained breathing apparatus, sprinkler installation, SARA programs, hazardous material documentation, underground tank inspections, disaster plan implementation.

Skills in:

- Drive and operate all Fire Department vehicles, basic knowledge Cable TV character generator, basic computer knowledge, knowledge of and operation of cardiac defibrillator, cardiac telemetry, basic life support equipment, operate all Fire Department small engines and equipment, CPR and all advanced life saving maneuvers, interpersonal communication knowledge of self contained breathing apparatus, read, interpret and review building plan blue prints, perform minor maintenance on all vehicles, knowledge of water supplies within St. Paul water system regarding fire hydrant operation and sprinkler water supplies.

Ability to:

- Perform routine fire inspections and suggest housekeeping improvements, life safety improvements, retrofit existing buildings to meet current Minnesota Fire Code. Must be able to adapt to personalities of developers, building owners, victims of fires and emergency medical situations. Also, must be able to communicate to all city officials, attend city council meetings, and participate in Mayor's cable report as requested. Must be able to organize and instruct local businesses, civic clubs, schools, and residents regarding fire prevention, fire suppression, CPR, civil defense as requested by interested individuals. Handle any residents on telephone or at city reception desk with tact or diplomacy, and problem solving ability.



City of Falcon Heights

2077 W. Larpentour Avenue
Falcon Heights, Minnesota 55113
Phone: 844-8080

for applicants

CITY COUNCIL
MAYOR
RONALD C. EGGERT, M.D.
COUNCIL MEMBERS
PAUL CIERNIA
TOM BALDWIN
STEPHEN HARD
PHILIP CHENOWETH
CLERK—ADMINISTRATOR
DEWAN B. BARNES

January 22, 1986

JOB DESCRIPTION FOR FALCON HEIGHTS FIRE DEPARTMENT FIRE INSPECTOR, FIRE FIGHTER AND E.M.T. AMBULANCE ATTENDANT

1. The Fire Inspector shall represent the City of Falcon Heights and the Public Safety Division of the Fire Department in a neat, orderly and diplomatic manner.
2. The Fire Inspector will perform all City of Falcon Heights and City of Lauderdale fire inspections (two times a year) and all arson investigations. He will report all reports and all investigations to the Fire Chief. He will also keep all records on file in the Fire Department.
3. The Fire Inspector shall photograph and retain the proper chain of evidence of all investigations.
4. The Fire Inspector will maintain all schooling to meet the level of medical training and fire training to respond to alarms—fire and ambulance—and will be on call on weekends and holidays as requested by the Fire Chief for investigations.
5. The Fire Inspector will be directly responsible to the Fire Chief and will communicate as necessary.
6. The Fire Inspector will attend all Fire Department training meetings and activities as needed for training purposes.
7. The Fire Inspector will work with the Fire Chief or the Falcon Heights Police Department and City Building Inspector on the issuing of any tags and the review of construction plans.
8. The Fire Inspector will complete all Fire Reports (city and state) with the help of the Fire Chief.
9. The Fire Inspector will maintain the Fire Department equipment such as fuel for all trucks and ambulance and any other equipment requests from the Fire Chief.
10. The Fire Inspector will be in uniform for duty day and for any and all calls he/she will respond to.
11. The job will be scheduled as near as possible to be a 40 hour per week including #6.

Consent _____
Policy x

Agenda Item: F.7

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Loss Control Issues: safety modifications recommended for City Parks.

SUBMITTED BY:

Carol Kriegler, Jan Wiessner

REVIEWED BY:

Parks and Recreation Commission
Vince Wright

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The City is covered with liability insurance by a "pooled risk" arrangement with over 700 Cities in Minnesota through the League of Minnesota Cities Insurance Trust, administered by North Star Risk Services. In order to minimize losses, North Star representatives provide consultation services for member Cities. Attached is a letter dated July 15, 1987 with several recommendations (attachment A). A representative visited again this week and focused on safety hazards in the parks. Although we haven't received a written follow-up, Carol Kriegler has submitted a recommendation based on her discussions with the North Star representative and the Parks and Recreation Commission (attachment B). These items have not been included in the 1988 budget, however some of them warrant immediate action. Final cost projections for the "Big Toy" and other areas will be available at the meeting.

** ↑
Final Cost
Projections from
Carol*

ACTION REQUESTED:

Authorize exp
safety hazard

For most serious

[Signature]



North Star
Risk Services, Inc.

(A)
* IT Guide
Confidential
Privacy Act

July 15, 1987

Mr. Alan Bolak, Clerk
City of Falcon Heights
2077 Carpenter Avenue
Falcon Heights, MN 55113

Dear Mr. Bolak:

A routine loss control survey was recently conducted concerning the premises and operations for the City. This is in conjunction with the City's participation in the League of Minnesota Cities Insurance Trust Property and Casualty Program.

As a result of that loss control survey, prompt attention should be given to these loss control recommendations, which will assist in minimizing the potential for loss.

CITY HALL:

- vw
- R-1-87 The City should chain the OS&Y valve on the automatic sprinkler system to reduce potential tampering.
 - R-2-87 The City should remove all debris and make sure that access to the OS&Y valve is free and accessible.
 - R-3-87 All flammable liquid such as gasoline should be stored in approved flammable liquid storage containers with self-closing lids. It was noted there were several unapproved style cans in the shop, as well as one in a fire truck.
 - R-4-87 The City should post a Certificate of Inspection on the main compressor located on the mezzanine of the shop area.

COMMUNITY PARK BUILDING:

- vw
- R-5-87 The City should install minimum four inch diameter pipes, filled with concrete, set in concrete, to protect the main gas entrance pipes and meter from potential vehicular damage.

Mr. Alan Bolak
City of Falcon Heights
July 15, 1987
Page Two

CK/VW
PARKS:

- or high level maint. prog.*
- R-6-86 Due to the potential for losses, we highly recommend the removal of all buck-about type playground equipment.
- R-7-87 It was noted at time of survey that the fence at the Idaho and Snelling park location had the sharp edges pointed upward. Due to the potential for loss, the sharp edges should be covered or removed.
- R-8-87 It is recommended that a review be accomplished of all city owned and/or maintained playground facilities to determine that these facilities are arranged with the appropriate impact absorption material under all playground equipment. This could consist of at least eight inches of pea gravel, sand, or other material with impact absorption capability. This material should extend throughout the base of the playground equipment and an area surrounding the equipment where potential falls from equipment could occur.
- R-9-87 More formalized playground and park inspection documentation programs should be established. We recommend that these areas be inspected at least every two weeks during the periods of peak use. The inspection should be documented and also used to initiate necessary maintenance and repairs. Sample forms of these inspections were included in your informational packet from the recent League meetings.
- R-10-87 Back rails on all bleachers over four feet high should be installed to reduce potential for spectators falling off of bleachers.
- R-11-87 Signs should be posted which indicate there is a potential for flying pucks in the hockey area.
- R-12-87 The wire mesh fencing at the ends of the hockey rink should be extended around the curve to add additional protection for spectators.

GENERAL OPERATIONS:

- AR
R-13-87 The City should establish a standardized procedure for requesting Certificates of Insurance (evidencing proper lines and limits), naming the City as additional insured, and obtaining a Hold Harmless arrangement in favor of the City for any situations where the City is providing property, support services, etc., in conjunction with a special event, celebration, festival, product, etc. Although these events may be sponsored by independent organizations, the City should be established in these policies for their own protection. It is recommended that the City consult with the City's legal counsel for the appropriate wording for this type of arrangement. The Certificate should also be reviewed for completeness and adequacy of

Mr. Alan Bolak
City of Falcon Heights
June 15, 1987
Page Three

limits. The City's insurance agent can be of further assistance in this evaluation area.

SE R-14-87 A more formalized approach should be established for the receiving and documentation of information regarding complaints and/or incidents. Again, sample forms were enclosed in the informational package which was distributed at the recent League meetings.

AK R-15-87 The City should establish a procedure for obtaining motor vehicle records for all drivers who are operating city vehicles. These records should be updated on at least an annual basis. For those drivers who operate vehicles or equipment which may require more than a basic drivers license, procedures should be in place to determine that the proper license classifications are in place for the prospective driver. Guideline standards should be set for those drivers with poor records.

II
AK R-16-87 The City should obtain certificates of driver liability insurance for those drivers driving personal vehicles for company use on a regular basis. The City should check expiration dates, as well as limits of liability. *300,000 min. liab. (aggregate)*

AK R-17-87 The City should review the City Employment Application format to make sure they are all up-to-date with appropriate legal language and form. The City's attorney should review the City application form, or the City may wish to purchase small quantities of up-to-date application forms from an office supply company.

LL R-18-87 Fire and police personnel should have updated defensive driving course type training on a periodic basis. *EPA (1)
State Patrol*

CK R-19-87 It would be highly desirable for the City to establish a policy/ ordinance prohibiting the use of alcohol in City park areas and on City property. If this cannot be accomplished, those citizens who wish to consume alcohol on City property should obtain a City permit, show evidence of liability insurance for the event, and provide security for the event.

PLEASE REPLY WITHIN 45 DAYS REGARDING YOUR COMPLIANCE WITH THESE RECOMMENDATIONS.

For your convenience, enclosed is a self-addressed envelope. Feel free to make your reply on a copy of this letter and return it in this envelope.

X

Mr. Alan Bolak
City of Falcon Heights
June 15, 1987
Page Four

These recommendations are made for risk improvement purposes only. They were not made for the purpose of complying with the requirements of any law, rule or regulation. We do not infer or imply in the making of these recommendations that there are no other hazards and exposures in existence. We assume no liability for recommendations provided. The purpose of the recommendations is to assist in improving the risk exposure and to assist you with your loss control program.

Thank you for your assistance.

Sincerely,



Douglas D. Holm, MS, ASP
Loss Control Consultant
North Star Risk Services, Inc.

DDH/cp
Enclosures

cc: Minnesota Underwriters



CITY OF
FALCON HEIGHTS

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

July 2 , 1988

TO: Jan Wiessner
FROM: Carol Kriegler
RE: Conditions of the Parks in Falcon Heights

The following is an update as to the status of our parks in regard to safety and liability issues. Listed are the many concerns that I have already brought to your attention. Also included is a report of what measures may already have been taken to remedy these situations or what action I would like to recommend that the City take to correct these conditions.

I would like to make it clear that although I recognize that the City may be unable to correct all of these problems immediately, they are all situations that I believe have the potential for causing serious injury and the City is held liable. I have attempted to pick those conditions that I consider to be of the highest priority to the best of my ability. Unfortunately this does not ensure that we won't have a serious injury occur tomorrow resulting from a condition that I may have considered a "lesser" priority. I would like to make it clear that it is my recommendation that the City address these issues and remedy all of these situations as effectively and quickly as reasonably possible.

I would be happy to further discuss any of these matters with you or the City Council. I would also like to add that the recreation commission has spent much time discussing and addressing these issues and they strongly and unanimously support the proposed improvements.

① Implementation of Weekly Park Maintenance Check

Attached is a form that I suggest we use to facilitate us in inspecting the parks and park equipment and in documenting the findings and recommended actions. Accepted safety guidelines suggest that this check occur a minimum of once every two weeks during periods of heavy use. My recommendation is that I do a check of the parks every other week while Vince Wright does a check on the opposite weeks. This maintenance check system should be implemented immediately.

COMMUNITY PARK

1. Play Equipment

A) "Big Toy" Large Climber

I had requested from "Big Toy" (play equipment manufacturer) an opinion as to whether the large "Big Toy" climber conforms to current guidelines as set by the U.S. Consumer Product Safety Commission. I also requested from them their suggestions for modifying this particular piece of equipment so that it is in compliance. I have now received a model for modifying our equipment. This modification will require our purchasing of new pieces of equipment (mostly railings and a new slide). We also will need to do a minimal amount of moving some pieces and the shortening and capping of some existing protruding metal pieces. I would like to make it clear that this design for modification was done with the sole intent of making the equipment safer and in compliance with accepted guidelines. Other than adding the slide (which was done to replace the one I had taken down), this modification does not increase the size of the piece or the number of features.

I feel strongly that this piece of equipment is a hazard in it's current condition. I believe that the City has two options to consider in remedying the problem. One is to modify the equipment as suggested by the manufacturer and the other is to dismantle and discard the existing equipment entirely and consider the possibility of replacing the equipment with something altogether new.

Unfortunately the manufacturer did not disclose the cost of the modification at the time of the models delivery. I will be getting the price and informing you of the cost for modification verses total replacement cost. I feel this project should be among our highest priorities.

B) Metal Slide

The old metal slide has been removed from the park. This slide was far from complying with the standards of the U.S.C.P.S.C.. As I noted earlier, I asked "Big Toy" to incorporate a slide into the design for modification of the large "Big Toy" climber. I would like to see the slide included in the design to replace the one that was removed.

C) Buck-about Toys and Swing Gates

The representative from North Star Risk Services has made a recommendation that we either remove these toys or at the very minimum see to it that they get a high degree of safety checks and maintenance. My suggestion is that we follow the recommendation of ensuring that these toys are well maintained and checked regularly for safety problems. I would also like to suggest that plans be made for replacing these toys with something safer and more maintenance free. When updating the 5 year capital improvement plan, these toys should be given early consideration for replacement with something more appropriate.

2. Sand

As I have brought to your attention it is of utmost importance that the City maintain a minimum of 8 inches of sand around all play equipment. Attaining and maintaining this level of sand should greatly reduce the possibility of injury resulting from a fall. This situation has improved tremendously in recent weeks with the addition of several loads of sand.

After meeting with the Representative from North Star Risk Services, it was

brought to may attention that in order to be in compliance with suggested guidelines, we now need to enlarge the areas around some equipment to include all areas within eight feet of the equipment. I have asked Vince to obtain an estimate for the cost of the amount of sand we would need.

3. Parking Curbs

The existing wooden parking curbs present a safety problem due to their deteriorating condition and the protrusion of metal spikes. There is the potential for someone falling on these and getting injured. I feel that this problem should be taken care of as soon as possible.

Estimated cost- \$23x107 (\$2,461.00)

4. Sidewalk around Park Building

The existing sidewalk around the park building is in very poor condition. The sidewalk is cracked, buckling and slanting towards the building. Left unchecked, there is a potential for injury and further damage to the inside of the building.

There are two possible actions that would greatly improve the situation. One is to remove the sidewalk and replace it with a new one at a cost of \$1,392.00. The other is to simply remove the sidewalk and not replace it. The area could then be filled and seeded. At this time the sidewalk appears to be unnecessary and not particularly useful (see attached).

I would recommend that the sidewalk be removed in the near future without any plans for its replacement. Perhaps at a later date the replacement would be a consideration.

5. Electrical Work

Until recently there were conditions with the electrical system that were in critical need of repair. It is my understanding that if these conditions were left unchecked they were a fire hazard. We have completed the work that was considered most urgent. The cost of this repair was \$872.00. There is still work and improvements to be completed at an additional estimated cost of \$777.00. This work should be done as soon as possible (see attached).

6. University Grove

There appears to be no simple or realistic solution to the grounds problem at the Grove. The cost of having a commercial landscape firm cover the area with an adequate amount of clean fill and then seeding or laying sod on the area would likely be in excess of a million dollars. A couple of somewhat more realistic solutions follow:

1. Bulldoze and "rock pick" the upper layer (\$20,000).
2. Get clean fill dumped by a construction company doing local construction. Area would then require grading and sod or seeding (\$8,000 - \$10,000)
3. Seed the area as it exists now with no further improvements (300.00)

My recommendation is that when updating the 5 year capital improvement plan for the parks, the commission do some serious long term planning for use of this particular park. Some major issues need to be studied and addressed.

I feel that the grounds problem is too big, complicated and expensive to solve without further extensive planning.

IDAHO AND SNELLING

1. Open Culverts

The situation of exposed and open culverts leading to the holding pond is of great and immediate concern. This situation presents the potential for a child to drown by gaining access to the water pond. The potential for serious injury could also occur as a result of accidentally falling into or tripping on the culvert on the south end of the park.

I have asked you to obtain an opinion from the engineer as to what his suggestions are for improving the culvert and water flow system. I feel that improving this situation should be among our highest priorities. I suggest we consider all possible solutions made by the engineer and remedy the situation as soon as possible. Please keep me informed of any developments.

2. Fencing

There are two concerns with the fencing as it currently exists. The first is that there is a gap in the fence that again will allow kids easy access to the pond where drowning could occur. I asked Vince Wright to fix this and he did so as soon as possible. Unfortunately the job he did was not adequate because the kids easily tampered with it allowing them easy access to the pond again. Vince is currently working on a different method of closing the gap.

The second concern with the fence deals with the sharp prongs on the top of the fence. Here lies the potential for kids getting cut or punctured as a result of climbing or leaning over the fence. It is my opinion that the fence prongs may be of concern in some areas while not in another. I believe this to be the case because although I recognize the potential for injury resulting from fence prongs, I also think we have a responsibility to deter people from climbing the fence. By eliminating the fence prongs I think we would be making the water pond more accessible. Given that a drowning is the greater of the two evils, it would not be my recommendation to remove the prongs in that area. We may however, want to consider modifying the fencing in other areas. I will be looking into possibilities in this area and the potential cost.

3. Electrical Work

There were electrical problems at this park that were in urgent need of repair. We have done the work that was considered most urgent. The cost of that work was \$708.00. There is additional work to be done as soon as possible. The estimated cost of the remaining work is approximately \$2,050 (see attached).

872
708
1580

T. Mann

CITY OF FALCON HEIGHTS
WEEKLY PARK MAINTENANCE CHECK LIST

Date: _____
Inspector: _____

1) COMMUNITY PARK

A) Play Equipment- All equipment should be checked for: adequate sand level surrounding equipment; any broken supports, anchors, rail, etc; any exposed concrete footings, jagged screws, bolts, nuts, worn parts and materials.

	Not		Comments
	OK	ok	
swing gates			
spring toys			
LG "big toy"			
sand box			
merry-go-round			
swings			
buck-about toys			
swing gate			
digger			

B) Grounds

	NOT		COMMENTS
	OK	OK	
<u>cleanliness/litter</u>			
<u>grass cutting/trimming</u>			
<u>weed control</u>			

C) Others

	not		COMMENTS
	OK	OK	
<u>tennis courts</u>			

	NOT		COMMENTS
	OK	OK	
hockey rink			
shelters			
park building			
exercise trail			
flat play surface			

2) UNIVERSITY GROVE

A) Play Equipment - All equipment should be checked for adequate sand level surrounding equipment, any broken supports, rails, anchors, etc; any exposed concrete footings, jagged screws, bolts, nuts; worn parts and materials.

	NOT		COMMENTS
	OK	OK	
wooden climber			
swings			
digger toy			
wooden walk beams			

B) Grounds

	Not		COMMENTS
	OK	OK	
<u>cleanliness/litter</u>			
<u>grass cutting/trimming</u>			
<u>weed control</u>			

C) Others

	Not		COMMENTS
	OK	OK	
flat play surface			

3) IDAHO - SNELLING

A) Grounds

	NOT		COMMENTS
	OK	OK	
<u>cleanliness/litter</u>			
<u>grass cutting/trimming</u>			

	OK	NOT OK	COMMENTS
<u>weed control</u>			

B) Others

	OK	NOT OK	COMMENTS
<u>warming house</u>			
<u>flat play surface</u>			

Collins

ELECTRICAL CONSTRUCTION CO

INSTALLATION • Industrial • Residential • Commercial

278 STATE STREET ST. PAUL, MINNESOTA 55107 PHONE 612-224-2833

February 26, 1988

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

Attention: Al Rolek

Re: Electrical Improvements
Two Parks

Gentlemen:

We are pleased to quote on the above referenced project as follows:

1. Park at Idaho & Snelling:

- COMPLETE (a.) Cost to remove the existing fuse box and replace it with a 12 circuit load center, reconnecting all existing circuits.

The above for the sum not to exceed SEVEN HUNDRED EIGHT DOLLARS (\$708.00).

- b. Cost to run underground wiring out to the existing light poles, run conduit up poles, re-wire fixtures. Total of 4 poles.

The above for the sum not to exceed ONE THOUSAND FIVE HUNDRED NINETY THREE DOLLARS (\$1,593.00).

- c. Replace existing 4 incandescent fixtures lighting the ice rinks with 500 watt quartz fixtures.

The above for the sum not to exceed FOUR HUNDRED SIXTY SEVEN DOLLARS (\$467.00).

2. Community Park:

- a. Cost to add switches inside the warming house to activate existing contactors, which we will re-wire the pole lighting through. This will enable the pole lighting to be switched without opening the panelboard.

The above for the sum not to exceed SEVEN HUNDRED SEVENTY SEVEN DOLLARS (\$777.00).

- COMPLETE (b.) Cost to replace the conduit and wire on one pole. The existing conduit is in to bad of a shape to repair.

The above for the sum not to exceed EIGHT HUNDRED SEVENTY TWO DOLLARS (\$872.00).

(Continued on Page 2)



City of Falcon Heights
February 26, 1988
Page 2

Please note that all prices in this letter are 'Not to Exceed' prices, which means our billing will be based on actual time and material used, plus overhead and profit, but the cost will not exceed the prices given.

Prices are for a Spring/Summer, 1988 installation.

Quote valid for sixty (60) days.

We hope this meets with your approval and if further information is required, please feel free to call.

Very truly yours,

COLLINS ELECTRICAL CONSTRUCTION CO.

Gerald Borntrager
Estimator

GB/bes

MIDWEST CONCRETE DRIVEWAY CO.
1494 West Idaho Avenue
FALCON HTS., MINNESOTA 55108

Caryl Bruegler

JOB ESTIMATE

Phone 644-0113

TO CITY OF FALCON HTS

PHONE

DATE

6/8/88

JOB NAME/LOCATION

FALCON HTS

COMMUNITY PARK

JOB DESCRIPTION:

SIDEWALK: 3' x 54', 3' x 33'
3' x 21', 1 1/2' x 38'
1 1/2' x 38'

- REMOVE EXISTING CONX.
- EXCAVATE + REMOVE SOIL
- REPLACE ABOVE AREAS WITH 4000 PSI CONX. 4" THICK
- EXPANSION JOINT
- COMPACTED SAND BASE

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

\$1392.00

ESTIMATED
BY

BILL MOSIER

Consent _____

Agenda Item: F8

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

1989 Budget Preparation Process

SUBMITTED BY:

Jan Wiessner

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Attached for your review is a draft timeline for the preparation of the 1989 City Budget. The staff is currently working on recommendations for 1989 as well as for a 5 year Capital Improvement Plan. The State Legislature has imposed a 4% levy increase limit for 1989. The City must certify the levy by October 25, 1988.

The timeline indicates August 24 as the date the Council will receive the staff's budget recommendations. I suggest we schedule two budget workshops, one for the 5 year plan and one for the regular 1989 budget

*Per Diem Policy
Maint. Budget Parks.
Like comparison 3 yr.
Note obvious differences -
format*

ACTION REQUESTED:

- 1) Give major policy direction to staff on preparation of the budget(s).
- 2) Set public hearing and workshop dates.

*Aug 31 6:30 p.m.
Sept. 8
Pub Hearing Sept. 28 7:15*

[Signature]

CITY OF FALCON HEIGHTS
1989 BUDGET PROCESS
TIMELINE

draft
7-14-88

WEEK	July	August	September	October
#1	<p><i>Staff prepares Budget</i></p>		<p><i>Th 8th</i></p> <p>7. (?) Council workshop to review budget</p>	
#2		<p>(Jan Vacation) 8-12</p>	<p>14. Public hearing notice</p>	<p>12. City Council adopt budget</p>
#3		<p><i>D-Day!</i></p> <p>19. Staff finalizes budget recommendations</p>		
#4	<p>27. Council gives direction to staff, sets hearing dates, workshop dates</p>	<p>24. Staff budget recommendations to Council</p> <p>31. (?) Council workshop to review budget</p>	<p>28. Public hearing at Council meeting</p>	<p>25. Statutory levy certification deadline</p>

Consent _____
Penny x _____

Agenda Item: F9

CITY OF FALCON HEIGHTS

Meeting Date: 7/27/88

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Schedule Public Hearing for Assessment of Delinquent Sanitary Sewer Accounts for August 24, 1988

SUBMITTED BY: Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

ACTION REQUESTED:

8:00 - Aug. 24

SAC