

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

AGENDA
February 27, 2008

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ___ HARRIS ___ KUETTEL ___
 LONG ___ MERCER-TAYLOR ___
 MILLER ___ KREUSER ___
- C. PRESENTATIONS:
 - 1. SAPD Annual Report – John Ohl, Police Chief **TAB 1**
- D. APPROVAL OF MINUTES: February 13, 2008 **TAB 2**
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 2/21/08: \$92,407.89
 - Payroll through 2/15/08: \$16,841.41 **TAB 3**
 - 2. City Licenses **TAB 4**
 - 3. Acceptance of Donation from Falcon Heights-Lauderdale Lion’s Club **TAB 5**
 - 4. Award 2008 Street sweeping contract **TAB 6**
- G. POLICY AGENDA:
 - 1. Citizen Corps Grant Application **TAB 7**
 - 2. Larpenteur Avenue Banner Designs **TAB 8**
 - 3. Comprehensive Plan Update Review Part II **TAB 9**
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.

Regular Meeting of the Falcon Heights City Council February 13, 2008

Members present: Mayor Lindstrom, Council members Harris, Kuettel, Long, and Mercer-Taylor, Administrator Miller, Assistant City Administrator/Deputy Clerk Kreuser.

Mayor Lindstrom called the meeting to order at 7:00 p.m.

The council approved the minutes of the January 23, 2008 regular council meeting.

Public Hearing:

1. Coventry Apartments Conduit Bonding

Administrator Miller began by giving the council a brief explanation of the conduit bonding process, stating cities are allowed to issue up to \$10 million in bank-qualified bonds. He stressed issuing bonds does not affect the city's bond rating. In exchange for issuing bonds, the city receives an issuer's fee of ½ of one percent, which translates to roughly \$70,000 in the city's favor.

Council member Kuettel stated the city has done this before, and it is a risk-free, win-win situation.

Mayor Lindstrom opened the public hearing.

Norm Jones, the attorney representing Gary Carlson, the owner of the apartments, was present and addressed the council. He stated the city was very nimble to work with, and explained the money would be used to renovate and upgrade the apartment units. He explained the multi-building apartment complex was located on the east side of Snelling, north of Fuddrucker's.

Council member Mercer-Taylor asked if the units were affordable. Jones replied they were, and there would be no displacing of residents due to rent increases.

Mayor Lindstrom asked the total cost of the project. Jones replied the total would be around \$17 million, and would be bonding for \$14 million.

Mayor Lindstrom closed the public hearing.

Consent Agenda:

The council pointed out new commissioner Tim McDevitt would be a good addition to the Neighborhood Commission. McDevitt lives in an apartment, and all the other commissioners live in single-family homes.

Council member Kuettel moved to approve the consent agenda. The following four items were approved unanimously.

1. General Disbursements through 2/7/08: \$95,077.22

 Payroll through 1/31/08: \$17,489.11

2. City Licenses

3. Commission appointment

4. 2007 Forestry Report

Policy Agenda:

1. Resolution of support for bonding request - Bell Museum of Natural History

Administrator Miller began the item by explaining the representatives at the University were very thankful for Falcon Heights' support of the Bell, and they remain cautiously optimistic for funding to be included in the bonding bill. He said the resolution would be sent, along with a letter from the mayor, to legislators.

Council member Kuettel suggested a minor wording change to the seventh whereas, as Miller noted.

Council member Harris said she was supportive of bringing the U's resources and expertise to the public through the new Bell.

Council member Mercer-Taylor suggested an addition to the point the new Bell would be located on the St. Paul campus, where most faculty and staff who would utilize the facility are housed.

Mayor Lindstrom noted the executive director of the Bell had visited the council many years back, seeking support for such a project, and Lindstrom marveled at how quickly the time has passed. He said he was happy to support a project that would bring many visitors to Falcon Heights.

Council member Kuettel agreed, stating with the new Bell Museum, Gibbs Farm, and the Raptor Center the area will become a positive learning center.

Council member Harris moved to approve the resolution of support for bonding request for the Bell Museum of Natural History. The motion passed unanimously.

2. Comprehensive Plan Update Review Part I

Administrator Miller began the item by explaining the process of making the comp plan update. He said the Met Council (MC) now requires cities to have their council approve the plan and then send it out to other neighboring cities. It used to be the other way around, he said. He said the Planning Commission would review the plan and hold their public hearing in March. The council will approve the plan in April, and then it will be sent to neighboring cities. The cities have six months for review, and the Met Council will get the final copy by the end of 2008. The MC has three months to review it and make changes and then will notify Falcon Heights of their comments. He announced there are comp plan open houses scheduled for March 13 and April 3 at 6:30 p.m. at City Hall.

Next Miller spoke about the two sections before the council - the background and land use portions. He said the 2010 comp plan theoretically takes the city through the year 2030, and the city was required by the MC to adopt a plan that would accommodate 250 new residents, as population growth is predicted. Miller stated the additional housing required would not require a lot of land, but would likely utilize redevelopment along the Larpenteur corridor rather than new development. He noted the Hermes property, Rose B&B, the land west of TIES, and TCCFCU. He added the apartment buildings along Larpenteur Avenue might be redeveloped in the coming years.

Miller said the zoning districts as they are now include R1 single family residential, R2 for duplexes/triplexes, and R4 for apartments. The current zoning code allows for 12 units per acre, and currently the city's density is 28 units per acre. The new comp plan would call for an additional zoning classification of R3 for 12 units per acre, and amend the R4 classification for higher densities.

Mayor Lindstrom asked Miller to review the process up to its current point. Miller replied through the comp plan steering committee meetings, neighborhood meetings and listening sessions the city gathered data on what was important to Falcon Heights residents. Questions were asked and answered, and Deb Jones compiled the gathered information into the draft plan. Council members Kuettel and Long thanked Jones for her hard work. Long said as a CPSC member he was impressed with the city document.

Mayor Lindstrom said the city heard how much residents value open space. He asked Long what other comments were heard. Long replied residents wanted to retain the unique

characteristics of neighborhoods, sense of community, housing styles, and vestment in community.

Miller added the University and State Fair land is public, and has zoning of R1, single family residential. He said a change to the new plan would be to eliminate that classification, so that if the public land were ever sold, the city would have to be consulted on its new use.

Council member Harris asked about page 37, #5. Miller replied that was in response to layering the zoning for community living. The idea was not to carve out specific parcels as potential U fraternity/sorority houses, and instead identify a larger area where it could occur.

Council member Mercer-Taylor stated the St. Paul campus of the U was headed in a compatible direction to Falcon Heights plan.

Mayor Lindstrom said each commission was able to read the section(s) related to the focus of their commission, and Harris added she liked the openness and community involvement in the process.

Council member Kuettel reiterated the city was given a task by the Met Council to add 250 housing units, and although Falcon Heights is not trying to go that route we have a plan in place, just in case we do see that amount of growth.

Council member Mercer-Taylor encouraged residents to read the plan, and said she has read many comp plans and this one was very well written.

Miller and Mayor Lindstrom both thanked Jones for her hard work and long hours put into the project.

Information/Announcements:

Council member Mercer-Taylor was happy to have successfully gone paperless with her agendas, accessing them through a wireless connection and reading along online.

Council member Harris reported she attended the Ramsey County League of Local Governments meeting where various legislators appeared.

Council member Kuettel announced the Planning Commission would be meeting on February 26, welcoming two new members.

Council member Long thanked residents and volunteers for coming out to Winterfest, and estimated 120-130 attended. He also reminded residents to watch for the summer program guide coming out in March. Lastly, there are staff openings for rec staff, so watch for those announcements.

Administrator Miller said there are four openings left for the community garden, just call to sign up. Cost is \$25, and there is a dedicated water line planned for installation in spring.

Mayor Lindstrom encouraged residents to nominate a youth for the Neil Kwong award. Applications are accepted through March 7. Next, he thanked the public works crew for the great job they have done in renovating the chambers. A rain garden workshop will be held March 17 at 6:30 p.m. at City Hall – come with questions and get answers on how to build a rain garden. The SAPD is holding a Citizens' Police Academy, beginning March 26 until May 14. Call St. Anthony PD to sign up. Finally, on March 8 there will a daylong neighborhood sustainability conference at Augsburg. Visit www.afors.org for more info; all are welcome.

Mayor Lindstrom adjourned the meeting at 7:55 p.m.

Respectfully submitted,

Stacey Kreuser

Assistant City Administrator/Deputy Clerk

CONSENT F1
2/27/08

ITEM: **General Disbursements and Payroll**

SUBMITTED BY: **Roland Olson, Finance Director**

REVIEWED BY: **Justin Miller, City Administrator**

EXPLANATION:

General Disbursements through 2/21/08: \$92,407.89

Payroll through 2/15/08: \$16,841.41

ATTACHMENTS:

Disbursements, credit card statement and payroll.

ACTION REQUESTED:

Approval

PACKET: 00167 FEB 21 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00226		ALLINA HOSPITAL & CLINIC				
I-200802190949		EMT TNG:HARPEL & WICK 2007	1,130.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		EMT TNG:HARPEL & WICK 2007		101 20200-000	ACCOUNTS PAYABLE	1,130.00
		=== VENDOR TOTALS ===	1,130.00			
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01-00255		AMERICAN OFFICE PRODUCTS				
I-89649		NEW CHAIRS COUNCIL CHMBRS	3,185.84			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		NEW CHAIRS COUNCIL CHMBRS		403 4403-91000-000	MACHINERY & EQUIPMENT	3,185.84
I-89804		AAA BATTERIES	11.70			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		AAA BATTERIES		101 4112-70100-000	SUPPLIES	11.70
		=== VENDOR TOTALS ===	3,197.54			
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01-00250		AMERIPRIDE LINEN&APPAREL				
I-M484649		LINEN CLEANING	33.84			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		LINEN CLEANING		101 4124-82010-000	CLEANING & WASTE REMOVAL	33.84
		=== VENDOR TOTALS ===	33.84			
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01-00286		VERYL ANDRE				
I-200802190969		REIMB: MN VOAD SEMINAR EXP	20.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		REIMB: MN VOAD SEMINAR EXP		101 4121-86100-000	MILEAGE/CONF/EDUC/ASSOCI	20.00
		=== VENDOR TOTALS ===	20.00			
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01-00892		BEARCOM				
I-3739080		REPAIR RADIOS	369.56			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		REPAIR RADIOS		101 4124-87092-000	REPAIR RADIOS	369.56
		=== VENDOR TOTALS ===	369.56			

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DUE TO/FROM ACCOUNTS SUPPRESSED

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-03025	COLIN CALLAHAN					
I-200802210973		REIMB: CELL PHONE REPAIRS	58.55			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		REIMB: CELL PHONE REPAIRS		101 4116-87090-000	REPAIR OTHER EQUIPMENT	58.55
=== VENDOR TOTALS ===			58.55			
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01-03001	CAMPBELL KNUTSON					
I-200802190961		JAN/08 LEGALS	202.50			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		JAN/08 LEGALS		101 4114-80200-000	LEGAL FEES	202.50
=== VENDOR TOTALS ===			202.50			
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01-03123	CINTAS CORPORATION #470					
I-470798737		RUG SVC CITY HALL LOBBY	27.47			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		RUG SVC CITY HALL LOBBY		101 4131-87010-000	CITY HALL MAINTENANCE	27.47
=== VENDOR TOTALS ===			27.47			
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01-04084	FIRE EQUIPMENT SPECIALTIES					
I-5518		FIRE FIGHTER SUPPLIES	11.90			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		FIRE FIGHTER SUPPLIES		101 4124-70100-000	SUPPLIES	11.90
I-5527		HELMET FACESHIELD REPAIR	55.12			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		HELMET FACESHIELD REPAIR		101 4124-87029-000	REPAIR OTHER EQUIPMENT	55.12
I-5531		FIRE FIGHTER GLOVES	314.68			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		FIRE FIGHTER GLOVES		402 4402-91000-000	MACHINERY & EQUIPMENT	314.68
=== VENDOR TOTALS ===			381.70			
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01-05166	GRAINGER, W. W., INC.					
I-9560856230		EMERG EXIT SIGN:COUNCIL CHMBR	527.65			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		EMERG EXIT SIGN:COUNCIL CHMBRS		403 4403-91000-000	MACHINERY & EQUIPMENT	527.65
=== VENDOR TOTALS ===			527.65			

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01-05117	GREATER METROPOLITAN					
I-200802190960		COOPERATIVE SVC:HOUSING RESOU	5,000.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		COOPERATIVE SVC:HOUSING RESOUR		101 4111-86500-000	COOPERATIVE SERVICE	5,000.00
=== VENDOR TOTALS ===			5,000.00			
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01-05140	HAWK LABELING SYSTEMS					
I-164842		LABEL MAKER AND LABEL SUPPLIE	235.71			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		LABEL MAKER AND LABEL SUPPLIES		101 4124-70100-000	SUPPLIES	235.71
=== VENDOR TOTALS ===			235.71			
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01-05207	RUSSELL HOBBIE					
I-200802210971		REMB: 2 MN VOAD FEES	40.00			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		REMB: 2 MN VOAD FEES		101 4121-86100-000	MILEAGE/CONF/EDUC/ASSOCI	40.00
=== VENDOR TOTALS ===			40.00			
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01-05245	INTERACTIVE COMPUTER DESIGNS,					
I-61655		2008 SOFTWARE MAINTENANCE	3,526.69			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		2008 SOFTWARE MAINTENANCE		101 4113-80600-000	SOFTWARE MAINTENANCE	3,526.69
=== VENDOR TOTALS ===			3,526.69			
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01-05363	GRETEL KEENE					
I-200802210970		REIMB: MN VOAD FEE	20.00			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		REIMB: MN VOAD FEE		101 4121-86100-000	MILEAGE/CONF/EDUC/ASSOCI	20.00
=== VENDOR TOTALS ===			20.00			
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01-07272	LILLIE SUBURBAN NEWSPAPER					
I-200802190958		LEGAL: BUDGT SUMMARY	42.25			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		LEGAL: BUDGT SUMMARY		101 4111-70410-000	LEGAL NOTICES	42.25
=== VENDOR TOTALS ===			42.25			

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01-05440	LOFFLER COMPANIES, INC					
I-200802190964		COPIER MAINT FEB-MAY 08	717.87			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		COPIER MAINT FEB-MAY 08		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	423.36
		COLOR COPIES:NEIGHBORHOOD INFO		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	294.51
		=== VENDOR TOTALS ===	717.87			
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01-05639	MARIAH LOY					
I-200802190956		REFUND REC SPORTS PROG	54.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		REFUND REC SPORTS PROG		201 34310-000	RECREATION FEES	54.00
		=== VENDOR TOTALS ===	54.00			
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01-05789	DAN MALONE					
I-200802190967		TAE KWON DO INSTRUCTOR FEE	198.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		TAE KWON DO INSTRUCTOR FEE		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	198.00
		=== VENDOR TOTALS ===	198.00			
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01-05582	MENARDS					
I-200802190951		CEILING TILES/JOINT COMPOUND	380.90			
2/19/2008	APBNK	MANUAL CK# 072843 2/14/2008				
		CEILING TILES:CONFERENCE ROOM		401 4401-90100-000	FURNITURE & EQUIPMENT	332.13
		JOINT COMPOUND/BRACKET CONF RM		401 4401-90100-000	FURNITURE & EQUIPMENT	48.77
		=== VENDOR TOTALS ===	380.90			
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01-05665	METROPOLITAN COUNCIL					
I-865878		MAR/08 S.S.	36,383.81			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		MAR/08 S.S.		601 4601-85060-000	METRO SEWER CHARGES	36,383.81
		=== VENDOR TOTALS ===	36,383.81			
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01-05585	METROPOLITAN AREA MANAGEMENT A					
I-200802190963		2008 MEMBERSHIP DUES	40.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		2008 MEMBERSHIP DUES		101 4112-86100-000	CONFERENCES/EDUCATION/AS	40.00
		=== VENDOR TOTALS ===	40.00			

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-----ID-----			GROSS	P.O. #		
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01-07249		MN POLLUTION CONTROL AGENCY				
I-200802190952		WASTEWATER CLASS : COLIN	270.00			
2/19/2008	APBNK	MANUAL CK# 072844 2/14/2008				
		WASTEWATER CLASS : COLIN		601 4601-86030-000	CONFERENCES & SCHOOLS	270.00
I-200802190953		WASTE WATER EXAM FEE: COLIN	32.00			
2/19/2008	APBNK	MANUAL CK# 072845 2/14/2008				
		WASTE WATER EXAM FEE: COLIN		601 4601-86030-000	CONFERENCES & SCHOOLS	32.00
		=== VENDOR TOTALS ===	302.00			
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01-04875		MOBILE MINI, INC.				
I-151009219		WARMING HOUSE RENT- FH SCHOOL	392.99			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		WARMING HOUSE RENT- FH SCHOOL		101 4141-87130-000	MINI WARMING HOUSE	392.99
I-151009220		WARMING HOUSE RENTAL -GROVE P	249.95			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		WARMING HOUSE RENTAL -GROVE PK		101 4141-87130-000	MINI WARMING HOUSE	249.95
		=== VENDOR TOTALS ===	642.94			
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01-05828		MOORE MEDICAL CORP				
I-95084354		GLOVES AND MASKS: FIRE DEPT	114.22			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		GLOVES AND MASKS: FIRE DEPT		101 4124-70100-000	SUPPLIES	114.22
		=== VENDOR TOTALS ===	114.22			
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01-05825		MUNICIPAL CODE CORPORATION				
I-95381		ANNUAL CODE INTERNET FEE	350.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		ANNUAL CODE INTERNET FEE		101 4116-85060-000	WEB SITE	350.00
		=== VENDOR TOTALS ===	350.00			
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01-05986		NANCY GAGNER				
I-200802190968		CRAFT CLASS : MOM AND CHILD	87.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		CRAFT CLASS : MOM AND CHILD		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	87.00
		=== VENDOR TOTALS ===	87.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05973		NORTH SUBURBAN ACCESS CO.				
I-08-802		OCT-DEC WEBSTREAMING/PROGRAMG	750.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		OCT-DEC WEBSTREAMING/PROGRAMG		101 20200-000	ACCOUNTS PAYABLE	750.00
		=== VENDOR TOTALS ===	750.00			
=====						
01-05997		NORTHERN SANITARY SUPPLY CO				
I-125793		VACUUM	334.09			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		VACUUM		403 4403-91000-000	MACHINERY & EQUIPMENT	334.09
		=== VENDOR TOTALS ===	334.09			
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01-06024		ON SITE SANITATION				
I-293330		PORTABLE TOILET RENTAL - PARK	63.90			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		PORTABLE TOILET RENTAL - PARK		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
		=== VENDOR TOTALS ===	63.90			
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01-05115		ONE CALL CONCEPTS, INC				
I-8010476		LOCATES & ANNUAL USER FEE	111.60			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		LOCATES & ANNUAL USER FEE		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	111.60
		=== VENDOR TOTALS ===	111.60			
=====						
01-06115		TIMOTHY PITTMAN				
I-200802190959		MILEAGE REIMB	62.62			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		MILEAGE REIMB		101 4141-86101-000	MILEAGE	62.62
		=== VENDOR TOTALS ===	62.62			
=====						
01-06945		QWEST				
I-200802190957		LANDLINE PARK	111.32			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		LANDLINE PARK		101 4141-85011-000	TELEPHONE - LANDLINE	53.58
		LANDLINE PARK		601 4601-85011-000	TELEPHONE - LANDLINE	57.74
		=== VENDOR TOTALS ===	111.32			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06183	RAMSEY COUNTY	PROP/RECORD				
I-PUBW 8337		JAN/08 SNOWPLOWING/SANDING	2,405.10			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		JAN/08 SNOWPLOWING/SANDING		101 4132-83030-000	SNOW REMOVAL	2,405.10
		=== VENDOR TOTALS ===	2,405.10			
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01-06185	RAMSEY COUNTY					
I-RISK 1132		FEB/08 INS	6,275.47			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		FEB/08 INS		101 4112-89000-000	MISCELLANEOUS	6,275.47
		=== VENDOR TOTALS ===	6,275.47			
=====						
01-06184	RAMSEY COUNTY - 911	DISPATCH				
I-EMCOM 9		JAN/08 911 DISPATCH FEES	958.67			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		JAN/08 911 DISPATCH FEES		101 4124-86700-000	EMERGENCY DISPATCH SVCS-	958.67
		=== VENDOR TOTALS ===	958.67			
=====						
01-06190	RAMSEY COUNTY - HAZARDOUS	WAST				
I-PHEH-21801		ENVIRONMENTAL HEALTH LICENSE	68.50			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		ENVIRONMENTAL HEALTH LICENSE		101 4131-82010-000	WASTE REMOVAL	68.50
		=== VENDOR TOTALS ===	68.50			
=====						
01-06386	S & S TREE SPECIALISTS IN					
I-17848		TREE TRIMMING 2008	10,650.00			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		TREE TRIMMING 2008		419 4419-84000-000	TREE TRIMMING	10,650.00
		=== VENDOR TOTALS ===	10,650.00			
=====						
01-06301	SAMS CLUB DISCOVER CARD					
I-200802190954		OAK FOR CC & WINTERFEST EXP	1,790.96			
2/19/2008	APBNK	MANUAL CK# 072846 2/19/2008				
		OAK FOR COUINCIL CHAMBERS		403 4403-91000-000	MACHINERY & EQUIPMENT	1,573.01
		WINTERFEST SUPPLIES EXP		101 4116-89010-000	SPECIAL EVENTS	182.95
		ANNUAL MEMBERSHIP FEE		101 4131-70110-000	SUPPLIES	35.00
		=== VENDOR TOTALS ===	1,790.96			

PACKET: 00167 FEB 21 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06535		SPEEDWAY SUPERAMERICA				
I-200802190955		FUEL	82.24			
2/19/2008	APBNK	MANUAL CK# 072847 2/19/2008				
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	82.24
		=== VENDOR TOTALS ===	82.24			
=====						
01-07195		ST. PAUL WATER UTILITY				
I-200802210972		H2O AND S.S	97.30			
2/21/2008	APBNK	DUE: 2/21/2008 DISC: 2/21/2008				
		H2O		101 4131-85040-000	WATER	19.34
		S.S.		101 4131-85070-000	SEWER	15.00
		H2O		101 4141-85040-000	WATER	32.96
		S.S		101 4141-85070-000	SEWER	30.00
		=== VENDOR TOTALS ===	97.30			
=====						
01-07003		TESCH, SCOTT				
I-200802190962		REIMB: GRAPHICS FOR FIRE DEPT	71.53			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		REIMB: GRAPHICS FOR FIRE DEPT		101 4124-70100-000	SUPPLIES	71.53
		=== VENDOR TOTALS ===	71.53			
=====						
01-00878		US BANCORP				
I-200802190950		PARKING: MASTER PLAN MEETING	5.50			
2/19/2008	APBNK	MANUAL CK# 072815 2/12/2008				
		PARKING: MASTER PLAN MEETING		101 4112-86100-000	CONFERENCES/EDUCATION/AS	5.50
		=== VENDOR TOTALS ===	5.50			
=====						
01-07901		WASTE MANAGEMENT-BLAINE				
I-376108-0500-0		FEB/08 COMMERCIAL RECYCLING	620.26			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		FEB/08 COMMERCIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	620.26
I-3765586-0500-6		FEB/08 RESIDENTIAL RECYCLING	1,858.45			
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008				
		FEB/08 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
		=== VENDOR TOTALS ===	2,478.71			

PACKET: 00167 FEB 21 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION

01-07900 WILS

I-200802190966		PROGRAMMING DIVERSITY CLASS	14.00				
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008					
		PROGRAMMING DIVERSITY CLASS		201 4201-86100-000	CONFERENCES/EDUCATION		14.00
=== VENDOR TOTALS ===			14.00				

01-05870 XCEL ENERGY

I-200802190965		ELECT	2,424.89				
2/19/2008	APBNK	DUE: 2/19/2008 DISC: 2/19/2008					
		ELECT		101 4132-85020-000	STREET LIGHTING		2,045.13
		ELECT		101 4141-85020-000	ELECTRIC/GAS		167.00
		ELECT		101 4132-85020-000	STREET LIGHTING		155.78
		ELECT		101 4132-85020-000	STREET LIGHTING		23.49
		ELECT		101 4141-85020-000	ELECTRIC/GAS		33.49
=== VENDOR TOTALS ===			2,424.89				

=== PACKET TOTALS === 82,840.60

FED Withholdings	5829.11
ST Withholdings	957.74
PERA CK # 72842	2463.44
ICMA WIRE	317.00

TOTAL 92,407.89



FEB 8 2008



February Statement for activity from Jan. 04, 2008 through Feb. 04, 2008
CITY OF FALCON HEIGHT, JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-454
BUS 18 02 Page 1 of

Your U.S. Bank Visa® Business Card account at a glance ... Account [REDACTED]

Activity Summary

Previous Balance.....	\$548.77
Payments and Credits.....	\$548.77
Purchases, Advances & Other Debits	\$5.50
FINANCE CHARGES	\$0.00
New Balance	\$5.50

Credit and Payment Information

Credit Line	\$18,000.0
Available Credit.....	\$17,994.5
Minimum Payment Due (Current Month)...	\$5.5
Minimum Payment Due (Past Due)	\$0.0
Total New Minimum Payment Due	\$5.5
Payment Due Date	Feb. 24, 200

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$5.50 by 02/24/08. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
Payments and Credits					
01/15	01/15	0206	PAYMENT THANK YOU.....	\$548.77 CR	-----
Purchases, Advances, Debits					
01/30	01/28	0247	U OF M PARKING AND TRA MINNEAPOLIS MN.....	\$5.50	Master Plan Parking

Company Approval (This area for use by your company)

Signature/Approval: JM Accounting Code: _____

Rate Summary

Balance Type	Balance By Type	Avg. Daily Balance	Daily Periodic Rate	Rate Type	Interest	Corresp APR This Period	***APR***	Grace Period
BALANCE TRANSFER	\$0.00	\$0.00	0.041068%	VARIABLE	\$0.00	14.99%	0.00%	N
PURCHASES	\$5.50	\$0.00	0.041068%	VARIABLE	\$0.00	14.99%	0.00%	Y
ADVANCES	\$0.00	\$0.00	0.064356%	VARIABLE	\$0.00	23.49%	0.00%	N

Continued on Next Page

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,262.22
01-1008	STACEY T KREUSER	1,341.70
01-1009	MELANIE M LEEHY	210.13
01-1136	ROLAND O OLSON	800.00
01-1038	DEBORAH K JONES	1,580.40
01-0040	KEVIN ANDERSON	52.01
01-0085	DANIEL S JOHNSON-POWERS	64.11
01-0087	MICHAEL A MCKAY	108.74
01-0106	SCOTT A TESCH	148.22
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSVEN	1,168.44
01-1143	COLIN B CALLAHAN	1,163.31

TOTAL PRINTED: 12 9,199.28

2-13-2008 2:51 PM

PAYROLL CHECK REGISTER

PAGE: 4

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 2/13/2008

*** REGISTER TOTALS ***

REGULAR CHECKS:	15	7,642.13
DIRECT DEPOSIT REGULAR CHECKS:	12	9,199.28
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	3	16,841.41

*** NO ERRORS FOUND ***

** END OF REPORT **

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
136	OLSON, ROLAND O	R	2/13/2008	1,083.83	072816
142	HERZOG, PATRICK J	R	2/13/2008	257.68	072817
035	AUGER SR, JOSEPH J	R	2/13/2008	253.24	072818
034	KURHAJETZ, CLEMENT	R	2/13/2008	158.15	072819
066	HERNANDEZ, ALFRED	R	2/13/2008	78.96	072820
074	ALLEN, MARK J	R	2/13/2008	69.26	072821
090	SCHIPPEL, ANDREW P	R	2/13/2008	74.11	072822
095	POESCHL, MICHAEL J	R	2/13/2008	138.52	072823
097	GAFFNEY, PATRICK	R	2/13/2008	128.60	072824
101	HUFF, DALE E	R	2/13/2008	128.60	072825
104	VANN, VINCENT A	R	2/13/2008	118.67	072826
105	FEHRENBACH, ANTON M	R	2/13/2008	147.44	072827
112	LESKE, CHRIS M	R	2/13/2008	78.96	072828
117	EISCHEN, RONALD B	R	2/13/2008	24.70	072829
118	HARPEL, JOHN M	R	2/13/2008	128.60	072830
119	WICK, JEFFREY M	R	2/13/2008	44.56	072831
030	PITTMAN, TIMOTHY J	R	2/13/2008	1,506.18	072832
006	WICKHEM, DAMON J	R	2/13/2008	252.59	072833
159	HETFELD, NICKLAUS S	R	2/13/2008	310.94	072834
160	COYNE, ANDREW P	R	2/13/2008	234.65	072835
161	SAVAGE, JACK A	R	2/13/2008	150.30	072836
016	ABERNATHY, LISA A	R	2/13/2008	1,220.56	072837
121	RAJCIC, KAREN E	R	2/13/2008	253.96	072838
130	MURPHY, MEGHAN K	R	2/13/2008	223.41	072839
149	MUELLER, KARL J	R	2/13/2008	144.74	072840
150	THOMAS, DAVE M	R	2/13/2008	430.92	072841

ITEM: **City License Renewals**

SUBMITTED BY: **Stacey Kreuser, Assistant City Administrator/Deputy Clerk**

EXPLANATION:

The following business has applied for tree trimming/removal contractor's licenses for 2008. Staff has received the necessary documents for licensure.

- Branch and Bough Tree Service and Landscape Care

The following business has applied for municipal business license for 2008. Staff has received the necessary documents for licensure.

- Har Mar Lock & Service

The following business has applied for mechanical contractor's licenses for 2008. Staff has received the necessary documents for licensure.

- Saylor Heating and Air Conditioning, Inc.

ITEM: **Acceptance of Donation from Falcon Heights-Lauderdale Lion's Club**

SUBMITTED BY: **Justin Miller, City Administrator**

EXPLANATION:

Recently, a group of Falcon Heights CERT members held a Basic Animal Rescue Training (BART) class where they learned emergency rescue techniques relating to animals. This training was paid in part by grant funds awarded through the State of Minnesota, but it was also paid for through the generosity of the Falcon Heights-Lauderdale Lion's Club. They graciously donated \$375 towards the cost of the class and the purchase of several rescue kits that will be kept here at City Hall. The City of Falcon Heights is very thankful for this donation and the Lion's Club continued service in our community.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council accept a \$375 donation from the Falcon Heights-Lauderdale Lion's Club for our CERT BART class.

ITEM: Award 2008 Street sweeping contract

SUBMITTED BY: Tim Pittman, Parks and Public Works Director

REVIEWED BY: Justin Miller, City Administrator

EXPLANATION:

Summary: The council is being asked to award the street sweeping contract for 2008 to Reliakor Services, 8600 Hansen Avenue Shakopee, MN. 55379. An RFP was sent to six sweeping contractors and four proposals were received. Reliakor Services was the low bid at \$13,950.00. The bid is for two sweeps per year, one in the spring and one in the fall. References were checked for Reliakor, and everyone we spoke to had positive feedback.

- ASTECH Corp. No Bid
- B.F. Lazon No Bid
- Reliakor Services \$13,950.00
- Pearson Brothers Inc. \$15,598.00
- McPhillips Inc. \$15,750.00
- Allied Blacktop Co. \$24,900.00

ACTION REQUESTED

Authorize staff to contract with Reliakor Services for 2008 street sweeping at a total cost of \$13,950.00.

ITEM: **Citizen Corps Grant Application**

SUBMITTED BY: **Justin Miller, City Administrator**

EXPLANATION:

The State of Minnesota is soliciting applications for their most recent Citizen Corps grant program. A total of \$161,400 is available statewide for programs such as CERT and Neighborhood Watch. The City of Falcon Heights has traditionally been very successful in obtaining these grants to pay for our ongoing CERT programs.

This round of grant funding must be used by March 31, 2010. We have already secured grant funding for our 2008 CERT program, so this round will serve as our 2009 funding source.

The neighborhood commission will be approving the application at their February 25th meeting, so a final version of the application will not be ready until then. Staff will have updated information and a more complete presentation of our request at Wednesday's meeting. The application is due to the State of Minnesota by February 29th.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council approve a grant application for the Citizen Corps grant program.

ITEM: Larpenteur Avenue Banner Designs

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

Over the past few weeks, staff has been investigating potential designs for banners to be placed on the streetlight poles along Larpenteur Avenue. Attached to this report are several potential designs that staff has collected.

Each of the designs include the city's logo as well as the motto "The Fair City". The motto was included by the designer after looking at our website, but staff would recommend that the final design not include the motto, leaving only the logo, city name, and possibly "welcome".

There are approximately 36 streetlights lining Larpenteur Avenue. After consulting the company who installed the lightpoles, we will need to purchase spring-loaded banner brackets to accommodate potential wind load issues. The poles were not installed with the intention of placing banners on them, so a flexible bracket is needed in the case of strong winds. Otherwise, the poles could be damaged. Unfortunately, these brackets are more expensive than the ones we were planning on purchasing, so staff is recommending that we reduce the number of banners by half and that we install banners on alternating poles. Staff believes that this arrangement will still serve our purposes of beautifying and identifying the corridor, while falling within the budget allocated in the capital improvements plan. Additionally, it would have been difficult to install banners on many of the poles due to traffic control signs that probably should not be removed. Finally, banners on each and every pole could create more signage than is needed and create a "busy" look.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council review the attached design alternatives and direct staff on the preferred choice.



Option 1



Option 2



Option 3



Option 4



All designs remain the property of Northern Lights Display and cannot be duplicated without their expressed written permission

ITEM: **Comprehensive Plan Update Review Part II**

SUBMITTED BY: **Justin Miller, City Administrator**
 Deb Jones, Plan and Zoning Coordinator

EXPLANATION:

All cities in the Twin Cities metropolitan area are required to submit to the Metropolitan Council updates to their comprehensive plans by the end of 2008. Staff recently learned of a change in process that the Metropolitan Council is looking for, so a new approval process is needed on the city's end. The new process will be as follows:

February/March 2008	City Council review
February 26	Planning Commission review
March 25	Planning Commission review/public hearing
April 9 or 23	City Council approval
May	Distribution to neighboring jurisdictions
November (at the latest)	Submittal to Metropolitan Council

In order to meet this timeline, staff will be breaking the draft comprehensive plan update into smaller sections for city council review over the next few weeks. Attached to this report are the following sections:

- Parks and Community Systems
- Natural and Historic Resources
- Economic Development
- Implementation Appendices

We will also be holding several open houses for the public to review the draft. Open houses have been scheduled on the following dates:

March 13 th	6:30 pm	City Hall Council Chambers
April 3 rd	6:30 pm	City Hall Council Chambers

The Comprehensive Plan Steering Committee will also review the plan before formal approvals are sought.

ACTION REQUESTED:

Staff is looking for comments and suggestions from the city council before compiling the draft for formal planning commission and city council approvals.