

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

AGENDA
June 25, 2008

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ___ HARRIS ___ KUETTEL ___
 LONG ___ MERCER-TAYLOR ___
 MILLER ___ KREUSER ___
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: June 11, 2008 **TAB 1**
- E. PUBLIC HEARING:
 1. MS4 Permit Presentation and Public Hearing **TAB 2**
- F. CONSENT AGENDA:
 1. General Disbursements through 6/19/08: \$179,329.16
 Payroll through 6/15/08: \$17,619.67 **TAB 3**
- G. POLICY AGENDA:
 1. Review Draft Rental Licensing Ordinance **TAB 4**
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- I. ADJOURNMENT TO WORKSHOP: Larpenteur Avenue Streetscape Kick-Off

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 June 11, 2008

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

Presentations:

Kelly Tomlinson was presented to the council for achieving the Girl Scout Gold Award. Tomlinson planned and executed a program for troubled youth, which included games, snacks, teaching communication skills, and field trips to the Science Museum and Pump It Up.

Representative Alice Hausman addressed the council next, giving them the legislative updates on what happened this season at the Capitol. She began by outlining the transportation bill, noting Falcon Heights would receive an additional \$406,000 for MSA roads (funds are gradually paid over 10 years). In the tax bill, Falcon Heights will see LGA increase about \$125,000. Next, she spoke about the Bell Museum line item veto from the bonding bill, and the legislature's disappointment at the governor's action. She spoke at length about her vision for Central Corridor and Regional Railway, in light of higher fuel and oil prices, and stated Oberstar has pledged his support for a \$1.6b investment in transportation.

Senator Ellen Anderson addressed the council next, and outlined the struggles the legislature faced this session including a budget deficit. Next year the state will face another deficit, probably over \$1b. This year, levy limits were imposed to help landowners on their property taxes but it created a challenge for local governments. She spoke about education funding and her committee's focus on funding for clean water, including the Legacy Amendment that will be voted on this November. She also mentioned bills passed that offer local governments opportunities for clean energy building and improvements.

Mayor Lindstrom reminded Hausman and Anderson that Falcon Heights had recently signed onto the Climate Protection Agreement, and he was interested in learning more about Anderson's projects.

Hausman also noted education was a big winner in the bonding bill, securing funding for new medical research labs and 4,400 jobs. She also noted she had a meeting with the Met Council and Board of Regents at the University regarding the Central Corridor (CC), to push the U to allow the line through Washington Ave. She said the State has been very generous to the U, and by not allowing the CC, the U was giving the perception of not being a good citizen of the state. She said federal funding of \$450m would be lost if the \$70m in funding from the state fell through.

Mayor Lindstrom asked about the future of the Bell Museum. Hausman replied the U president is strongly committed to the project, and no one is certain the reasoning behind its veto from the bonding bill. Anderson added the bigger picture led to the line item veto.

The minutes of the May 28, 2008 regular council meeting were approved as submitted.

Consent Agenda:

Council member Kuettel moved the following four items for approval. The motion passed unanimously.

1. General Disbursements through 6/4/08: \$95,881.25
Payroll through 5/30/08: \$17,407.04
2. Step Increase for Tim Pittman, Parks and Public Works Director
3. City Administrator Contract Continuation
4. Step Increase for Melanie Leehy, Office Assistant

Policy Agenda:

1. 1,000 Benches Grant Application

Administrator Miller began the item by explaining Active Living Ramsey County (ALRC) began the 1,000 Benches program about a year ago with the goal of placing benches along key corridors for people who may be hesitant to walk due to lack of rest spots. ALRC will subsidize ½ of the bench cost. The Parks/Rec Commission has discussed the application, and proposed the benches go at the following places: Hoyt/Snelling, Hoyt near Coffee Grounds, Ruggles north of FH Elementary, Fairview/Larpenteur, and Community Park along the trail.

Miller was asked by Mayor Lindstrom to discuss sponsorships. Miller replied the city could set a donation amount in order for individuals or businesses to have a dedicated paver in the concrete base. Once the city knows the amount of the grant award, we will publicize sponsorship.

Council member Long moved to approve the 1,000 Benches program. The motion passed unanimously.

2. Larpenteur Avenue Streetscape Agreement with SRF Consulting Group

Administrator Miller explained the council had discussed the streetscaping proposal at its previous workshop, and agreed to offer the contract to SRF. The city attorney had reviewed the contract and made a recommendation to include the final figure as a “not to exceed” amount; meaning SRF would have to come back for council approval should the final number be larger.

He said the plans for Larpenteur are planned to be completed by the end of 2008, and streetscaping budget approved in 2009. Council member Kuettel moved to approve the contract with SRF. The motion passed unanimously.

3. Adoption of City goals for 2009

Mayor Lindstrom began by explaining setting the goals is the start of the budget process. The council had previously discussed the goals, eliminating those fulfilled while adding new goals. Two changes were recommended - deletion of the Bell Museum strategy, and deletion of the Comp Plan update 2008. Council agreed the comp plan should remain listed as a goal. Council member Long moved to approve the 2009 goals with the recommended change. The motion passed unanimously.

Information/Announcements:

Council member Long said the Parks Commission met. Summer programs begin June 16. New for autumn are rugby classes for ages 6-16, running club, and toddler music classes. The Ice Cream Social is July 31 from 6-8p.m. with a new photo contest this year.

Council member Kuettel asked if the students at FH Elementary could write letters of support for the Bell. She reminded residents to lock their doors and garages, and to be safe.

Mayor Lindstrom announced Mosquito Control would take old tires for free.

Administrator Miller said the city is asking for slogan ideas through July. A crime prevention meeting will be held at FHUCC June 19 at 6:30p.m. Back to the 50s is this weekend, call 911 with any problems. Lastly, Snelling is getting a third lane added northbound between Roselawn County Rd B, slated to be done by the Fair.

The meeting was adjourned at 8:20p.m.

Respectfully submitted,

Stacey Kreuser

Assistant City Administrator/Deputy Clerk

ITEM: **MS4 Permit Presentation and Public Hearing**

SUBMITTED BY: **Tim Pittman, Parks and Public Works Director**

EXPLANATION:

According to state statute, cities are required to publicize and hold a public hearing on the municipal storm water prevention plan. Municipal permits are granted under the Municipal Separate Storm Sewer System or MS4 program. Falcon Heights falls under the obligations of the program, and the hearing and presentation fulfills these requirements.

No formal action is needed.

ITEM: General Disbursements and Payroll

SUBMITTED BY: Roland Olson, Finance Director

REVIEWED BY: Justin Miller, City Administrator

EXPLANATION:

General Disbursements through 6/19/08: \$179,329.16

Payroll through 6/15/08: \$17,619.67

ATTACHMENTS:

General disbursements, payroll, and credit card statement

ACTION REQUESTED:

Approval

PACKET: 00200 PAYABLES JUNE 5 - JUNE 19

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
=====						
01-01010	ABERNATHY, LISA					
I-200806191200		REIMB: PROGRAM SUPPLIES	59.82			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REIMB: PROGRAM SUPPLIES		201 4201-70100-000	SUPPLIES	59.62
		=== VENDOR TOTALS ===	59.82			
=====						
01-00142	ACTION IMPRINTS					
I-30857		REC STAFF T-SHIRTS	1,152.75			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REC STAFF T-SHIRTS		201 4201-70100-000	SUPPLIES	1,152.75
		=== VENDOR TOTALS ===	1,152.75			
=====						
01-00250	AMERIPRIDE LINEN&APPAREL					
I-M605115		LINEN CLEANING	33.41			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	33.41
		=== VENDOR TOTALS ===	33.41			
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01-00900	BEISSWENGER'S					
I-438718		BLADE KIT	89.99			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		BLADE KIT		101 4132-70120-000	SUPPLIES	45.00
		BLADE KIT		101 4141-70100-000	SUPPLIES	44.99
		=== VENDOR TOTALS ===	89.99			
=====						
01-05072	BRANCH AND BOUGH TREE SERVICE					
I-200806101174		FORESTRY CONSULTING	700.25			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		FORESTRY CONSULTING		101 4134-80330-000	FORESTRY CONSULTANT	700.25
		=== VENDOR TOTALS ===	700.25			
=====						
01-05078	BROOKE IVERSON					
I-200806101191		REFUND - MESSY ART CANCELLED	39.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - MESSY ART CANCELLED		201 34340-000	NON-RESIDENT FEE	39.00
		=== VENDOR TOTALS ===	39.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-01049	BUREAU CRIMINAL APPREHEN.					
I-200806091171		8 BACKGROUND CHECKS	120.00			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		8 BACKGROUND CHECKS		201 4201-89000-000	MISCELLANEOUS	120.00
		=== VENDOR TOTALS ===	120.00			
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01-03001	CAMPBELL KNUTSON					
I-200806111195		MAY/08 LEGALS	612.50			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		MAY/08 LEGALS		101 4114-80200-000	LEGAL FEES	612.50
		=== VENDOR TOTALS ===	612.50			
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01-05099	CHECKER AUTO PARTS					
I-200806191201		MR. CLEAN SOAP & FILTER	15.95			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		MR. CLEAN SOAP & FILTER		101 4124-70100-000	SUPPLIES	15.95
		=== VENDOR TOTALS ===	15.95			
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01-03129	CHEN CHEN					
I-200806101184		REFUND - CLASS CANCELLED	42.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34310-000	RECREATION FEES	42.00
		=== VENDOR TOTALS ===	42.00			
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01-06290	CITY OF ROSEVILLE					
I-0008762		JUNE/08 TECH SUPPORT	920.42			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		JUNE/08 TECH SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	920.42
		=== VENDOR TOTALS ===	920.42			
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01-03122	CITY OF ST PAUL					
I-105100		MOTOR FUEL	306.66			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		MOTOR FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	306.66
I-200806111196		ASPHALT MIX	198.52			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		ASPHALT MIX		101 4131-87010-000	CITY HALL MAINTENANCE	198.52
		=== VENDOR TOTALS ===	505.18			

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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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01-05166		GRAINGER, W. W., INC.				
I-9661407966		PAINT & SUPPLIES	113.90			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		S. S. SUPPLIES		601 4601-70100-000	SUPPLIES	18.54
		PAINT- ATHLETIC FIELD		101 4141-70100-000	SUPPLIES	95.36
		=== VENDOR TOTALS ===	113.90			

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01-05045		GRUBER'S POWER EQUIPEMENT				
I-57018		FILTER, TRIM, LID, KNOB, BLADE	190.99			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		FILTER, TRIM, LID, KNOB, BLADE		101 4132-70120-000	SUPPLIES	95.50
		FILTER, TRIM, LID, KNOB, BLADE		101 4141-70100-000	SUPPLIES	95.49
		=== VENDOR TOTALS ===	190.99			

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01-05137		HEALTHPARTNERS MEDICAL GP				
I-200806101182		MEDICAL EXAMS	256.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		MEDICAL EXAMS		101 4124-86200-000	MEDICAL EXAMINATIONS	256.00
		=== VENDOR TOTALS ===	256.00			

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01-05244		HENNEPIN TECH COLLEGE				
I-00151171		1ST RESPONDER CLASS- EISCHEN	530.43			
6/12/2008	APBNK	DUE: 6/12/2008 DISC: 6/12/2008		1099: N		
		1ST RESPONDER CLASS- EISCHEN		101 4124-86020-000	TRAINING	530.43
		=== VENDOR TOTALS ===	530.43			

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01-05085		JANE RULIFFSON				
I-200806101185		2 REFUNDS - CLASS CANCELLED	78.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		2 REFUNDS - CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	78.00
		=== VENDOR TOTALS ===	78.00			

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01-05096		JENNIFER SCHLIEPER				
I-200806131198		REFUND- CLASS CANCELLED	39.00			
6/13/2008	APBNK	DUE: 6/13/2008 DISC: 6/13/2008		1099: N		
		REFUND- CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	39.00
		=== VENDOR TOTALS ===	39.00			

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01-05077	KARLA RAPP					
I-200806101192		REFUND - CLASS CANCELLED	30.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	30.00
		=== VENDOR TOTALS ===	30.00			
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01-03354	KRISTIN JASCHOB					
I-200806101179		REFUND - T-BALL	34.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - T-BALL		201 34310-000	RECREATION FEES	34.00
		=== VENDOR TOTALS ===	34.00			
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01-05404	KURHAJETZ, CLEM					
I-200806101178		FOOD, WATER, & GATORADE	113.92			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		WATER & GATORADE FOR BURN		101 4124-70100-000	SUPPLIES	34.28
		FOOD FOR BURN		101 4124-70100-000	SUPPLIES	79.64
		=== VENDOR TOTALS ===	113.92			
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01-05074	MARIE BARNUM					
I-200806101176		REFUND - AEROBIC KICKBOXING	50.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - AEROBIC KICKBOXING		201 34340-000	NON-RESIDENT FEE	50.00
		=== VENDOR TOTALS ===	50.00			
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01-05556	MAUREEN BOXRUD					
I-200806101188		REFUND - CLASS CANCELLED	42.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	42.00
		=== VENDOR TOTALS ===	42.00			
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01-05080	MELISSA BENZ					
I-200806101189		REFUND - MESSY ART CANCELLED	39.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - MESSY ART CANCELLED		201 34340-000	NON-RESIDENT FEE	39.00
		=== VENDOR TOTALS ===	39.00			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
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01-05582	MENARDS					
I-200806191199		REPAIR PARTS AUTO SPRINKLER	193.38			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REPAIR PARTS AUTO SPRINKLER		101 4141-87120-000	REPAIRS & MAINTENANCE	193.38
		=== VENDOR TOTALS ===	193.38			
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01-05665	METROPOLITAN COUNCIL					
I-000875308		JULY/08 S.S.	36,383.81			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		JULY/08 S.S.		601 4601-85060-000	METRO SEWER CHARGES	36,383.81
		=== VENDOR TOTALS ===	36,383.81			
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01-05083	MICHEAL ARCAND					
I-200806101186		REFUND - CLASS CANCELLED	34.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34310-000	RECREATION FEES	34.00
		=== VENDOR TOTALS ===	34.00			
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01-05730	MINNEAPOLIS PAPER COMPANY					
I-137343		LASER/COPY PAPER	170.36			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		LASER/COPY PAPER		101 4112-70100-000	SUPPLIES	170.36
		=== VENDOR TOTALS ===	170.36			
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01-05075	MOLLEY ST. GEORGE					
I-200806101175		REFUND - CLASS CANCELLED	45.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34310-000	RECREATION FEES	45.00
		=== VENDOR TOTALS ===	45.00			
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01-05971	NORTHERN WATER WORKS SUPPLY					
I-200806091169		BUSHING SUPPLIES	10.66			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		BUSHING SUPPLIES		101 4141-70100-000	SUPPLIES	10.66
		=== VENDOR TOTALS ===	10.66			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-06030 OLSON,ROLAND

I-200806191202		REIMB- GFOA CONVENTION EXP	1,223.13			
6/19/2008	APBNK	DUE: 6/19/2008 DISC: 6/19/2008		1099: N		
		REIMB- GFOA CONVENTION EXP		101 4112-86100-000	CONFERENCES/EDUCATION/AS	1,223.13
=== VENDOR TOTALS ===			1,223.13			

01-06024 ON SITE SANITATION

I-A-333623		PORTABLE TOILET COMM	63.90			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		PORTABLE TOILET COMM		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
=== VENDOR TOTALS ===			63.90			

01-05115 ONE CALL CONCEPTS, INC

I-8050477		LOCATES MAY/08	161.70			
6/11/2008	APBNK	DUE: 6/11/2008 DISC: 6/11/2008		1099: N		
		LOCATES MAY/08		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	161.70
=== VENDOR TOTALS ===			161.70			

01-06065 OXYGEN SERVICE COMPANY

I-200806101181		BREATHING AIR	106.97			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		BREATHING AIR		101 4124-70100-000	SUPPLIES	106.97
=== VENDOR TOTALS ===			106.97			

01-06945 QWEST

I-200806101180		LANDLINE TELEPHONE	111.47			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	53.65
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	57.82
=== VENDOR TOTALS ===			111.47			

01-05091 RHANDA WELLNER

I-200806101183		REFUND - CLASS CANCELLED	39.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	39.00
=== VENDOR TOTALS ===			39.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-05079 SARA SKOVHOLT

I-200806101190		REFUND- MESSY ART CANCELLED	34.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - MESSY ART CANCELLED		201 34310-000	RECREATION FEES	34.00
=== VENDOR TOTALS ===			34.00			

01-06421 KATHERINE SPARKS

I-200806091172		REFUND - REC SPORTS NON RES	23.00			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		REFUND - REC SPORTS NON RES		201 34340-000	NON-RESIDENT FEE	23.00
=== VENDOR TOTALS ===			23.00			

01-06525 SUBURBAN ACE HARDWARE

I-200806091168		PARTS AND MAINT	181.16			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		KEY STEM 4 WAY		203 4203-70100-000	SUPPLIES	6.91
		IRRIGATION PARTS		101 4131-87010-000	CITY HALL MAINTENANCE	22.08
		SHOP TOOLS		101 4131-70110-000	SUPPLIES	15.63
		BOULEVARD MAINT		101 4132-87010-000	BOULEVARD MAINTENANCE	109.50
		STRAP TARP AND WEED FEED		101 4132-70120-000	SUPPLIES	27.04
=== VENDOR TOTALS ===			181.16			

01-05081 SUSAN TIMMINGS

I-200806101187		REFUND - CLASS CANCELLED	37.00			
6/10/2008	APBNK	DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
		REFUND - CLASS CANCELLED		201 34310-000	RECREATION FEES	37.00
=== VENDOR TOTALS ===			37.00			

01-06585 THE OFFICE CLEANERS

I-200806091173		CLEANING CITY HALL	420.68			
6/09/2008	APBNK	DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
		CLEANING CITY HALL		101 4131-87010-000	CITY HALL MAINTENANCE	420.68
=== VENDOR TOTALS ===			420.68			

PACKET: 00200 PAYABLES JUNE 5 - JUNE 19

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====					
01-00878	US BANCORP				

I-200806091170	MCMA, PARKING, AND FLAG	1,046.90			
6/09/2008	APBNK DUE: 6/09/2008 DISC: 6/09/2008		1099: N		
	PARKING U OF M MEETING		101 4112-86010-000	MILEAGE & PARKING	5.50
	MCMA ANNUAL DUES		101 4112-86100-000	CONFERENCES/EDUCATION/AS	666.40
	MCMA CONF MAY 2008		101 4112-86100-000	CONFERENCES/EDUCATION/AS	314.98
	MEETING WITH MAYOR EXP		101 4112-86100-000	CONFERENCES/EDUCATION/AS	30.07
	FLAG FOR CITY HALL		101 4131-70110-000	SUPPLIES	29.95
	=== VENDOR TOTALS ===	1,046.90			

=====					
01-07175	WILSON SPORTING GOODS				

I-4504934322	REC EQUIPMENT	21.90			
6/19/2008	APBNK DUE: 6/19/2008 DISC: 6/19/2008		1099: N		
	REC EQUIPMENT		201 4201-73000-000	RECREATION EQUIPMENT	21.90
	=== VENDOR TOTALS ===	21.90			

=====					
01-05870	XCEL ENERGY				

I-200806101177	ELECT	2,222.44			
6/10/2008	APBNK DUE: 6/10/2008 DISC: 6/10/2008		1099: N		
	ELECT		101 4132-85020-000	STREET LIGHTING	10.73
	STREET LIGHT SERVICE		101 4132-85020-000	STREET LIGHTING	1,943.85
	ELECT		101 4132-85020-000	STREET LIGHTING	60.58
	ELECT		101 4132-85020-000	STREET LIGHTING	83.63
	ELECT		101 4132-85020-000	STREET LIGHTING	81.93
	ELECT		101 4132-85020-000	STREET LIGHTING	8.52
	ELECT- GAZEBO		101 4141-85020-000	ELECTRIC/GAS	24.66
	ELECT-SNELLING/HOYT ST SIGN		101 4132-85020-000	STREET LIGHTING	8.52
	=== VENDOR TOTALS ===	2,222.44			
	=== PACKET TOTALS ===	48,338.97			

1st payable run:

federal withholdings	6457.27
state withholdings	1096.08
icma wire transfer	317.00
pera ck # 73334	2494.84
	<u>58704.16</u>

2nd payable run: 120625.00
 (next page)

TOTAL PAYABLES: 179,329.16

PACKET: 00203 PAYABLES JUNE 20

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
=====						
01-05073		COVENTRY APARTMENTS LIMITED PA				
<hr/>						
I-200806201203		REFUND- CONDUIT BOND APP FEE	120,625.00			
6/20/2008	APBNK	DUE: 6/20/2008 DISC: 6/20/2008		1099: N		
		REFUND- CONDUIT BOND APP FEE		419 36410-000	ALLOCATION BONDING ADVAN	120,625.00
		=== VENDOR TOTALS ===	120,625.00			
		=== PACKET TOTALS ===	120,625.00			



JUN 09 2008



June Statement for activity from May 03, 2008 through Jun. 04, 2008
 CITY OF FALCON HEIGHT, JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545
 BUS 18.02 Page 1 of 2

Your U.S. Bank Visa® Business Card account at a glance ...

Account # [REDACTED]

Activity Summary

Previous Balance..... \$48.38
 Payments and Credits..... \$714.78
 Purchases, Advances & Other Debits \$1,713.30
 FINANCE CHARGES..... \$0.00
 New Balance..... \$1,046.90

Credit and Payment Information

Credit Line..... \$21,000.00
 Available Credit..... \$19,953.10
 Minimum Payment Due (Current Month).... \$11.00
 Minimum Payment Due (Past Due)..... \$0.00
 Total New Minimum Payment Due..... \$11.00
 Payment Due Date..... Jun. 24, 2008

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$1,046.90 by 06/24/08.
 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					
05/15	05/15	0040	PAYMENT THANK YOU	\$48.38	CR
05/16	05/15	0012	ICMA WASHINGTON DC	\$666.40	CR
Purchases, Advances, Debits					
05/05	05/02	0217	U OF M PARKING AND TRA MINNEAPOLIS MN	\$5.50	Campus A/c Mtg
05/06	05/05	0037	ICMA 202-962-3621 DC	\$666.40	Annual Dues
05/13	05/09	0887	GRAND VIEW LODGE & TEN NISSWA MN	\$314.98	MCA Conference
FOLIO: 74401					
05/16	05/15	0025	ICMA WASHINGTON DC	\$666.40	see credit above
05/22	05/20	5563	CHIANTI GRILL FALCON HEIGHT MN	\$30.07	Lunch w/ Mayor
06/02	05/30	3532	AMERICAN FLAGS EXPRESS 262-7834800 WI	\$29.95	Flags - City Hall

Company Approval

(This area for use by your company)

Signature/Approval: OK JM

Accounting Code: _____

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,262.22
01-1008	STACEY T KREUSER	1,331.42
01-1009	MELANIE M LEEHY	405.52
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,580.40
01-0040	KEVIN ANDERSON	91.86
01-0085	DANIEL S JOHNSON-POWERS	114.35
01-0087	MICHAEL A MCKAY	84.04
01-0101	DALE E HUFF	146.04
01-0106	SCOTT A TESCH	233.79
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,305.69
01-1143	COLIN B CALLAHAN	1,163.31

TOTAL PRINTED: 13 10,318.64

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1136	OLSON, ROLAND O	R	6/11/2008	502.37	073335
1142	HERZOG, PATRICK J	R	6/11/2008	662.34	073336
1035	AUGER SR, JOSEPH J	R	6/11/2008	304.38	073337
0034	KURHAJETZ, CLEMENT	R	6/11/2008	170.63	073338
0066	HERNANDEZ, ALFRED	R	6/11/2008	113.82	073339
0074	ALLEN, MARK J	R	6/11/2008	145.91	073340
0095	POESCHL, MICHAEL J	R	6/11/2008	155.84	073341
0097	GAFFNEY, PATRICK	R	6/11/2008	131.14	073342
0104	VANN, VINCENT A	R	6/11/2008	91.42	073343
0105	FEHRENBACH, ANTON M	R	6/11/2008	141.28	073344
0112	LESKE, CHRIS M	R	6/11/2008	69.26	073345
0117	EISCHEN, RONALD B	R	6/11/2008	74.11	073346
0118	HARPEL, JOHN M	R	6/11/2008	64.42	073347
0119	WICK, JEFFREY M	R	6/11/2008	99.27	073348
1030	PITTMAN, TIMOTHY J	R	6/11/2008	1,506.18	073349
1144	WATERSTON, MICHAEL A	R	6/11/2008	684.85	073350
2149	MUELLER, KARL J	R	6/11/2008	627.25	073351
1016	ABERNATHY, LISA A	R	6/11/2008	1,249.35	073352
2163	WORLINE, STEVEN J	R	6/11/2008	507.21	073353

REGULAR CHECKS: 19 7,301.03
 DIRECT DEPOSIT REGULAR CHECKS: 13 10,318.64
 MANUAL CHECKS:
 PRINTED MANUAL CHECKS:
 DIRECT DEPOSIT MANUAL CHECKS:
 VOIDED CHECKS:
 NON CHECKS:

 TOTAL CHECKS: 32 17,619.67

ITEM: **Review Draft Rental Licensing Ordinance**

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

EXPLANATION:

During the June 4th workshop, the city council established several guidelines for a potential rental licensing ordinance. The impetus behind this program is to maintain the character and quality of our neighborhoods and to provide adequate safety measures for those renting property in the city. The key points that the council wanted to include in the rental licensing program were:

- Limit license requirement to buildings with 1-4 units
- Annual license required for units rented more than four months
- Inclusion of suggested crime free/criminal activity language into lease documents
- Inspections to monitor life/safety items such as smoke alarms, egress windows, etc.
- Three strikes rule relating to criminal/code compliance calls

The city attorney has supplied the attached draft ordinance that staff believes begins to address these key issues.

ACTION REQUESTED:

No formal action is needed at this time; however, staff is seeking feedback on the attached draft ordinance. Once the council has identified concerns, staff can modify the draft ordinance for future consideration by the city council.

ORDINANCE NO. ____

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

AN AMENDMENT TO CHAPTER 105
OF THE FALCON HEIGHTS CITY CODE
CONCERNING RENTAL HOUSING

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

SECTION 1. Article IV is added to Chapter 105 of the Falcon Heights City Code to read as follows:

ARTICLE IV. RENTAL HOUSING

Sec. 105-86. Purpose.

It is the purpose of this article to protect the public health, safety and welfare of citizens of the city who have as their place of abode a living unit furnished to them for the payment of a rental charge to another by adopting licensing regulations for all rental dwellings in the city.

Sec. 105-87. Definitions.

For the purposes of this article, the terms defined in this section shall have the meanings given them as follows:

Compliance official. As used in this article, the term "compliance official" shall mean the city administrator or his or her designee.

Operate. As used in this article, the term "operate" means to charge a rental charge or other form of compensation for the use of a unit in a rental dwelling.

Rental dwelling. As used in this article, the term "rental dwelling" shall mean any rental dwelling with one to four living units in which the units are rented for more than four months in any calendar year. "Rental dwelling" does not include hotels, motels, hospitals, or homes for the aged.

Sec. 105-88. License required.

No person, firm, partnership, corporation or other legal entity shall operate a rental dwelling in the city without first obtaining a license. The license is issued annually and is valid until the date of expiration.

Sec. 105-89. Application for licenses.

Applications for licenses shall be made in writing on forms provided by the city and accompanied by the fee amounts as established in the City Code. Such application shall be submitted at least sixty (60) days prior to the expiration date of the license, and shall specify the following:

- (1) *Provisional license.* Dwellings required to be licensed, which are existing and in operation prior to the effective date of this ordinance, may continue to operate with

a provisional license. A provisional license will be issued upon receipt of application and payment of fees. The provisional license shall be valid until a license is issued or it is determined that license requirements have not been met and the city will not issue a license.

- (2) Name and address of the owner of the rental dwelling.
- (3) Name and address of any operator or agent actively managing said rental dwelling.
- (4) Name and address of all partners if the registrant is a partnership.
- (5) Name and address of all officers of the corporation if the registrant is a corporation.
- (6) Name and address of the vendee if the rental dwelling is owned or being sold on a contract for deed.
- (7) Legal address of the rental dwelling.
- (8) Number and kind of units within the rental dwelling classified as dwelling units, tenement units, or rooming units or other.
- (9) Name and address of on site operating manager, if any.

Sec. 105-90. License renewal.

Notwithstanding the application signature requirements, renewals of the license as required annually by this Code may be made by filling out the required renewal form furnished by the compliance official to the owner, operator or agent of a rental dwelling and mailing said form together with the required registration fee to the compliance official.

Sec. 105-91. License fees.

Such license fees shall be in the amount established in this Code.

Sec. 105-92. Posting.

Every registrant of a rental dwelling shall post the annual license issued by the compliance official. The annual license shall be conspicuously posted (in a frame with a glass covering) by the registrant, in a public corridor, hallway or lobby of the rental dwelling for which they are issued. The license shall contain a statement that the tenant or tenants may contact the attorney general for information regarding the rights and obligations of owners and tenants under state law. The statement shall include the telephone number and address of the attorney general.

Sec. 105-93. City inspections.

(a) Pursuant to this section, the compliance official shall make inspections to determine the condition of rental dwellings located within the City for the purpose of enforcing the rental licensing standards. The compliance official or designated representative may enter, examine and survey at all reasonable times all rental dwellings and premises after obtaining consent from an occupant of the premises. In the event that an occupant of the premises does not consent to entry by the compliance official or designate representative, and if there is probable cause to believe that an inspection is warranted, then application may be made to the court for an administrative or other search warrant for the purpose of inspecting the premises.

(b) The owner's rental housing license may be suspended, revoked or denied renewal for failing to maintain the licensed building in compliance with the property maintenance code as set forth in chapter 105, article III of this Code or otherwise failing to comply with the requirements of the City Code or applicable state or federal law.

Sec. 105-94. Maintenance standards.

Every rental dwelling shall maintain the standards in chapter 105, article III, Housing Code, in addition to any other requirement of the ordinance of the city or special permits issued by the city, or the laws of the State of Minnesota.

Sec. 105-95. Crime Free/Criminal Activity Lease Requirements.

(a) All tenant leases, except for state licensed residential facilities and subject to all preemptory state and federal laws, shall contain the following Crime Free/Criminal Activity language:

(1) **DRUG-RELATED ACTIVITY.**

- a. Resident, any members of the resident's household or a guest or other person affiliated with resident shall not engage in drug-related criminal activity, on or near the premises.
- b. Resident, any member of the resident's household or a guest or other person affiliated with resident shall not engage in any act intended to facilitate drug-related criminal activity on or near the premises.
- c. Resident or members of the household will not permit the dwelling unit to be used for, or to facilitate drug-related criminal activity, regardless of whether the individual engaging in such activity is a member of the household, or a guest.
- d. Resident, any member of the resident's household or a guest, or other person affiliated with the resident shall not engage in the unlawful manufacturing, selling, using, storing, keeping, or giving of a controlled substance at any locations, whether on or near the premises or otherwise.
- e. VIOLATION OF THE ABOVE PROVISIONS SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.

(2) **CRIMINAL ACTIVITY.**

- a. Resident, members of the resident's household, guests, or other persons under the resident's control shall not engage in Criminal Activity, engage in any act intended to facilitate Criminal Activity, or permit the dwelling unit to be used for or facilitate Criminal Activity on or near the premises.
- b. THREE CRIMINAL ACTIVITY VIOLATIONS INVOLVING THE SAME TENANCY WITHIN A CONTINUOUS TWELVE MONTH PERIOD SHALL BE A SUBSTANTIAL AND MATERIAL VIOLATION OF THE LEASE AND GOOD CAUSE FOR TERMINATION OF THE TENANCY.
- c. NOTWITHSTANDING THE ABOVE PROVISION, CRIMINAL ACTIVITY THAT JEOPARDIZES THE HEALTH, SAFETY, AND WELFARE OF THE LANDLORD, HIS AGENT, OTHER RESIDENTS, NEIGHBORS OR OTHER THIRD PARTY, OR INVOLVING IMMINENT OR ACTUAL SERIOUS PROPERTY DAMAGE SHALL BE A MATERIAL AND IRREPARABLE VIOLATION OF THE LEASE AND GOOD CAUSE FOR IMMEDIATE TERMINATION OF TENANCY.

(3) **Definitions.**

- a. The term "criminal activity" means the violation of the following:
 - 1) Minnesota Statutes §§ 609.75 through 609.76, which prohibit gambling;

- 2) Minnesota Statutes §§ 609.321 through 609.324, which prohibit prostitution and acts relating thereto;
- 3) Minnesota Statutes § 340A.401, which prohibit the unlawful sale of alcoholic beverages;
- 4) Minnesota Statutes §§ 97B.021, 97B.045, 609.66 through 609.67 and 624.712 through 624.716, and § 930 of this code, which prohibit the unlawful possession, transportation, sale or use of a weapon;
- 5) Minnesota Statutes §§ 609.185, 609.19, 609.195, 609.20, and 609.205 which prohibit murder and manslaughter;
- 6) Minnesota Statutes §§ 609.221, 609.222, 609.223, and 609.2231 which prohibit assault;
- 7) Minnesota Statutes §§ 609.342, 609.343, 609.344, 609.345, and 609.3451 which prohibit criminal sexual conduct;
- 8) Minnesota Statutes §§ 609.52 which prohibit theft;
- 9) Minnesota Statutes §§ 609.561, 609.562, 609.563, 609.5631, and 609.5632 which prohibit arson;
- 10) Minnesota Statutes § 609.582 which prohibit burglary;
- 11) Minnesota Statutes § 609.595 which prohibit damage to property;
- 12) Chapter 22, Article III of this Code, which prohibits nuisances;
- 13) Minnesota Statutes § 609.72, which prohibit disorderly conduct, when the violation disturbs the peace and quiet of the occupants of at least one unit on the licensed premises or other premises, other than the unit occupied by the person(s) committing the violation; and
- 14) Section 30-3 of the Falcon Heights City Code which prohibits the discharge of a firearm.

b. The term “drug related criminal activity” means the illegal manufacture, sale, distribution, use, or possession with intent to manufacture, sell, distribute, or use of a controlled substance or any substance represented to be drugs in violation of Minnesota Statutes §§ 152.01 through 152.025, and 152.027, subs. 1 and 2 and Section 102 of the Controlled Substance Act, 21 U.S.C. § 802).

(4) **Non-Exclusive Remedies.** The Crime Free/ Criminal Activity provisions are in addition to all other terms of the lease and do not limit or replace any other provisions.

(b) These lease provisions shall be incorporated into every new lease for a tenancy beginning January 1, 2009 and all renewed leases thereafter.

(c) Upon determination by the compliance official that a licensed premises or unit within a licensed premises was used in violation of the Drug-Related Activity provision of Subsection (a)(1) or Criminal Activity provision of Subsection (a)(2)(c) , the city shall cause notice to be made to the owner and property manager of the violation. The owner or property manager shall notify the tenant or tenants within ten (10) days of the notice of violation of the Crime Free/Criminal Activity lease language and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in the licensed property with an evicted tenant for a period of one year after the eviction.

(d) Upon determination by the compliance official that a licensed premises or unit within a licensed premises was used for Criminal Activity as set forth in Subsection (a)(2) herein, the city

shall cause notice to be made to the owner and property manager of the violation and direct the owner and property manager to take steps to prevent further Criminal Activity violations.

(e) If a second Criminal Activity violation occurs within a continuous twelve (12) month period involving the same tenancy, the city shall cause notice to be made to the owner and property manager of the second violation. The owner or property manager shall respond in writing within ten (10) days of receipt of the notice with an action plan to prevent further Criminal Activity violations.

(f) If a third Criminal Activity violation occurs within a continuous twelve (12) month period involving the same tenancy, the city shall cause notice to be made to the owner and property manager of the third violation. The owner or property manager shall notify the tenant or tenants within ten (10) days of the violation of the Crime Free/Criminal Activity lease language within the lease and proceed with termination of the tenancy of all tenants occupying the unit. The owner shall not enter into a new lease for a unit located in the licensed property with an evicted tenant for a period of one year after the eviction.

(g) The provisions of Subsections (c), (d), (e), and (f) herein do not apply if the determination that the premises have been used in violation of the Crime Free/Criminal Activity provisions of Subsections (a)(1) and (a)(2) herein originates from a call from or at the request of one or more of the tenants occupying the premises for police or emergency assistance, or in the case of domestic abuse, from a call for assistance from any source. The term "domestic abuse" has the meaning given in Minn. Stat. § 518B.01, subd. 2.

Sec. 105-96. Revocation or suspension.

(a) Every license or permit issued under this article is subject to the right, which is hereby expressly reserved, to suspend or revoke the same should the license holder or their agents, employees, representatives or lessees directly or indirectly operate or maintain rental dwellings contrary to the provisions of this article or any other City Code provision, or any permit issued by the city or the laws of the State of Minnesota.

(b) The license may be suspended or revoked by the city council after a written notice is sent to the license holder specifying the ordinance or law violations with which they are charged. This notice shall also specify the date for hearing before the city council, which shall not be less than ten days from the date of the notice.

(c) At such hearing before the city council, the license holder or their attorneys may submit and present witnesses on their behalf.

(d) After a hearing the city council may suspend or revoke the license if they deem it necessary to protect the public health, safety or general welfare.

Sec. 105-97. Summary action.

(a) When the condition of the rental dwelling of any license holder or their agent, representative, employee or lessee is detrimental to the public health, safety and general welfare as to constitute a nuisance, fire hazard or other unsafe or dangerous condition and thus give rise to an emergency, the compliance official shall have the authority to summarily condemn or close off such area of the rental dwelling.

(b) Any person aggrieved by a decision of the compliance official to cease business or revoke or suspend the license or permit shall be entitled to appeal to the city council immediately, by filing a notice of appeal. The administrator shall schedule a date for hearing before the city council and notify the aggrieved person of the date.

(c) The hearing shall be conducted in the same manner as if the aggrieved person had not received summary action.

(d) The decision of the compliance official shall not be voided by the filing of such appeal. Only after the city council has held its hearing will the decision of the compliance official be affected.

Sec. 105-98. Applicable laws.

Licenses shall be subject to all of the ordinances of the city and the State of Minnesota relating to rental dwellings; and this article shall not be construed or interpreted to supersede or limit any other such applicable ordinance or law.

Sec. 105-99. Multiple suspensions.

If the license of more than one dwelling unit in a licensed premises is suspended within 12 months, the period of suspension for the second and subsequent dwelling units licensed that are suspended may be doubled for the suspension period specified in section 105-96.

SECTION 2. EFFECTIVE DATE: This ordinance shall take effect from and after its passage.

ADOPTED this _____ day of _____, 2008, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Justin Miller, City Administrator/Clerk

TO: Mayor Lindstrom, Council members Harris, Kuettel, Long, and Mercer-Taylor

FROM: Justin Miller, City Administrator

Re: Larpenteur Avenue Streetscape Kick-Off

Explanation:

Now that the contract with SRF Consulting Group has been approved, they would like to meet with the city council for a Larpenteur Avenue streetscape kick-off meeting. The key project leaders, Mike McGarvey and Barry Warner, will be on-hand to present their estimated timeline and approach to the project. They will also be looking for guidance from the city council on overall design goals and public participation processes.

One of their recommendations is to convene a streetscape committee. Our initial thoughts are to structure it similarly to the comprehensive plan steering committee, where we get one representative from each of our city commissions, a few stakeholders along Larpenteur, and then a couple members from the general public. The commitment would be very minimal, two or three meetings which will be completed by the end of the year. This group would be a sounding board for the community and city council and would review any plans and drawings that are prepared.

Please come prepared with your ideas about how we can beautify and distinguish the important corridor through our city.