

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

AGENDA
November 12, 2008

- A. CALL TO ORDER: 7:00 PM

- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
 LONG ____ MERCER-TAYLOR ____
 MILLER ____ KREUSER ____

- C. PRESENTATIONS:
 - 1. Proclamation of support for Northwest Youth & Family Services Discovery Center **TAB 1**

- D. APPROVAL OF MINUTES: October 22, 2008 **TAB 2**

- E. PUBLIC HEARING:

- F. CONSENT AGENDA:
 - 1. General disbursements through 11/5/08: \$159,970.15
 Payroll through 10/31/08: \$15,518.93 **TAB 3**
 - 2. City Licenses **TAB 4**
 - 3. Statutory Tort Limits Liability Coverage for City **TAB 5**
 - 4. Setting 2009 Contractor License Rates **TAB 6**
 - 5. Lawful Gambling Permit for Falcon Heights Elementary PTA **TAB 7**

- G. POLICY AGENDA:
 - 1. Approval of 2008 Comprehensive Plan Update **TAB 8**

- 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.

**City of Falcon Heights
November 12, 2008**

**A Proclamation of support for the
Northwest Youth & Family Services Discovery Center**

Whereas, the Northwest Youth & Family Services mission is to prepare youth and families for healthy lives;

Whereas, the City of Falcon Heights greatly values the contributions Northwest Youth & Family Services has provided for Falcon Heights for over 30 years;

Whereas, Northwest Youth & Family Services of Minnesota is constructing the Discovery Center to provide hands-on, experimental learning and physical activity;

Whereas, Northwest Youth & Family Services will utilize the Discovery Center to better meet the needs of clients;

Whereas, the Discovery Center will be a community resource for youth sports, meetings, festivals, and family celebrations;

Whereas, an estimated 9,000 participants are expected to utilize the Discovery Center annually; now, therefore,

Be it resolved that the City of Falcon Heights supports and endorses the Northwest Youth & Family Services Campaign to create the Discovery Center.

Moved by: _____

Approved by: _____

Peter Lindstrom, Mayor
November 12, 2008

LINDSTROM

HARRIS

KUETTEL _____ In Favor

LONG _____ Against

MERCER-TAYLOR

Attested by: _____

Justin Miller
City Administrator
November 12, 2008

Regular Meeting of the Falcon Heights City Council October 22, 2008

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

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

Presentation:

Community Garden Year-End Presentation

Wendy Ihlick of California Avenue presented the council with a brief history of the garden, stating May 3, 2008 was the beginning workday for the garden. The new water line from the park building through to the garden was a welcome addition in 08. There is also a blog for the garden where updates are posted and for picture sharing between the members. The gardeners had many events in 08: monthly meetings, Falcon Heights Ice Cream Social, GardenWorks Parade of Community Gardens, and potluck. The challenges in 08, were too much compost materials, not as many food shelf donations as anticipated, and produce theft (four legged and two legged variety). The primary outreach event on 09 will be the Ice Cream Social. The garden is considering expansion through 10 additional plots, and a possible expansion on the east side. Ihlick thanked the city and staff for their work.

MT asked how the attendance at the meetings and potluck was. Ihlick responded the potluck was very well attended, and the meetings are attended by three or four plots monthly.

Miller stated the city continues to see a waitlist, both from residents and non-residents.

Returning gardeners will get first shot, then Falcon Heights apartment dwellers, then Falcon Heights homeowners. He said there were 10 to 15 people on the wait list, and said additional plots would be used.

Long asked the renewal rate. Ihlick said there were three or four that did not return.

Harris asked if the process for deciding who gets a plot was fair. Ihlick responded that there is always a returning member. Miller added Falcon Heights residents always has first crack.

Miller added that ten plots make the extra work clearing the space worth it. Ihlick added most gardeners would want to expand their plot also.

Lindstrom was happy with how well the garden was cared for.

The minutes of the October 8, 2008 council meeting were approved as submitted.

Consent Agenda:

The following four items were approved unanimously by motion from council member Long.

Mayor Lindstrom asked where the SCORE grant money comes from. Miller responded it comes from the state, and it may come from the feds as a pass-through but he was not sure.

1. General disbursements through 10/15/08: \$84,821.29

Payroll through 10/15/08: \$14,894.90

2. Adoption of Assessment Roll for Removal of Hazardous Tree

3. City Licenses

4. Resolution authorizing SCORE Grant application

Policy Agenda:

1. Adoption of New City Slogan – Continued

Mayor Lindstrom said at the last meeting the council asked staff to come up with a couple ideas for using both slogans. Miller said staff came up with ideas to put a slogan on the bottom of the letterhead. On the website, the slogan could be displayed there as well, for the theme of the photo contest, or the Falcon Flyer masthead, and on the email signatures for city staff.

Harris said at the last meeting she was undecided, but has since thought “families, fields, and fair.” She thought that was the better option and was more characteristic for Falcon Heights.

MT said she did not have a strong feeling towards either; however, FFF seemed hard to remember the order. She wished there was one that had the themes of our city, and was easier to remember. She stressed that she did not feel that strongly about the city that soars, but wishes it was more specific.

Long said his opinion has not changed, and still liked FFF as his preference. He said he understood using the city that soars, and incorporating both.

When asked, Miller said finding a way to use both would be possible. The council agreed that using both. In addition, Lindstrom added that Falcon Heights is the home of the first airport in Minnesota, in Falcon Heights at Curtiss Field, which is why he was a proponent of the city that soars, but he was okay with having both. Harris moved to use both slogans. The motion passed unanimously.

2. Rental housing licensing ordinance

Miller said the council goals in 08 included adopting a rental housing licensing ordinance. He added the fire marshal, who has since retired, would handle the inspections on this. Since there are many firefighters who are interested in becoming a marshal, the city feels it is safe to move forward. He said a license will be required if a single-family home is rented out for more than four months. Miller said a \$50 fee would cover an initial inspection, and would be required before a license is issued.

MT said she was glad the city was doing that, as it protects those who are renting. She questioned the verbiage dealing with outlined domestic abuse. Miller said that was outlined in section 4G, as outlined in state statute and incorporated through reference. Miller said the city attorney had also drafted these for other cities and he is confident.

Lindstrom asked about how many properties this would affect. Miller said there were probably 20 or so properties that the city suspects are rentals.

Harris said the ordinance was well thought out and is needed.

Long asked about section 105-89, the application for licenses, and suggested to list where the property owner can be reached by phone. In section 105-92, every registrant will be issued a copy of the license, but also one will be provided to the tenant at the time the lease is signed. Miller thought adding in ‘every registrant and occupant will receive...’

Miller said the new ordinance would be published in the Falcon Flyer, through water billing, and then by sending out letters to properties that are suspected as rentals.

MT, UA.

3. Water Resource Management Plan

Deb Bloom, City Engineer, said the city needed to meet requirements of the CRWD and the Met Council of water resource management. The plan has been approved by both entities. The plan includes historic trends – soil, rainwater, topography, water flow. Bloom explained the plan outlines the complete system and who is in charge of each system. She also said there were

eleven goals as outlined by the plan that are storm water related, in coordination with the district.

She added the plan calls for an updated stormwater ordinance, and a capital improvement plan (city hall parking lot), and any other maintenance (street sweeping, manhole maintenance).

Bloom added all the watershed districts need to approve the plan, along with the council, and the comp plan has been revised to be made consistent with the WRMP. Both Rice Creek and Capital Region are in the process of revising their plans as well. Bloom said right now our plan is being adopted, but once the watershed's is, done Falcon Heights may need to adapt their plan to match.

Lindstrom asked if there are any major improvements coming down the line. Bloom said none of Falcon Heights' water would flow into any of the projects coming up.

Check notes.

MT asked if the city is working on promoting the pervious pavement. Miller said it has not been brought up with the environment commission yet, and it is not in the code. Miller said that residential driveways must be asphalt or concrete, and may need to address the unintended consequences. Bloom added Roseville is going through this also, and it working at changing the ordinance to allow pervious pavers and the aim is to educate.

Long moved to pass the water management plan. The motion passed unanimously.

Information/Announcements:

MT said the Neighborhood Commission will meet next week.

Long announced open gym starts Nov 1 at the FH Elementary gym. Rink attendant job applications are available. He asked everyone to be safe on Halloween.

Lindstrom said he attended the Grove Annual meeting with about 50 residents in attendance, and several signed up to make some improvements with gardens and plantings in the traffic triangles there. In terms of the Cleveland/Hoyt intersection, there is a crosswalk, but cars have a hard time seeing people there so please be careful. Miller said the city will be looking into some improvements, but it is a county road. Lindstrom added the LMC has produced a program on green cities, on what four MN cities have done for energy reduction. It will air on TPT channel 2, 6 p.m. Oct 26.

Miller said the pedestrian flashers were ordered and will be installed next week on Garden/Hamline. The open house for the Northeast Suburban Campus Connection meeting will be held Oct. 29 at 6:30 at city hall. Residents along the corridor did see a direct mailing.

Kreuser reminded voters they can vote at city hall up until Election Day by absentee.

Respectfully submitted,

Stacey Kreuser

Assistant City Administrator/Deputy Clerk

CONSENT F1
11/12/08

ITEM: **Disbursements and Payroll**

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

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

EXPLANATION:

General disbursements through 11/5/08: \$159,970.15

Payroll through 10/31/08: \$15,518.93

ATTACHMENTS:

General disbursements, payroll

ACTION REQUESTED:

Approval

PACKET: 00242 Regular 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
=====						
01-00136		ABM EQUIPMENT & SUPPLY CO				
I-0118686-IN		10 RECYLING CARTS	652.29			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		10 RECYCLING CARTS		206 4206-70100-000	SUPPLIES/COPY COSTS	652.29
		=== VENDOR TOTALS ===	652.29			
=====						
01-00255		AMERICAN OFFICE PRODUCTS				
I-095871I		TAPE & PENS	23.87			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		TAPE & PENS		101 4112-70100-000	SUPPLIES	23.87
		=== VENDOR TOTALS ===	23.87			
=====						
01-00250		AMERIPRIDE LINEN&APPAREL				
I-M723866		LINEN CLEANING	35.35			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	35.35
		=== VENDOR TOTALS ===	35.35			
=====						
01-00270		ANCOM TECHNICAL CENTER				
I-5821		REPAIR RADIOS	79.50			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		REPAIR RADIOS		101 4124-87092-000	REPAIR RADIOS	79.50
		=== VENDOR TOTALS ===	79.50			
=====						
01-03025		COLIN CALLAHAN				
I-200810281464		FEE FOR CDL LICENSE	35.00			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		FEE FOR CDL LICENSE		101 4141-86100-000	CONFERENCES/EDUCATION/AS	35.00
		=== VENDOR TOTALS ===	35.00			
=====						
01-03089		CASH				
I-200810241448		ELECTION JUDGE FOOD ITEMS	98.65			
10/24/2008	APBNK	MANUAL CK# 074023 10/28/2008		1099: N		
		ELECTION JUDGE FOOD ITEMS		101 4115-70100-000	SUPPLIES	98.65
		=== VENDOR TOTALS ===	98.65			

PACKET: 00242 Regular 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
=====						
01-03122		CITY OF ST PAUL				
I-107041		STREET LIGHT REPAIR	119.09			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		STREET LIGHT REPAIR		101 4132-87120-000	STREET LIGHT MAINTENANCE	119.09

I-10731		SEPTEMBER/08 FUEL	456.00			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		SEPTEMBER/08 FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	456.00
		=== VENDOR TOTALS ===	575.09			
=====						
01-05090		DEEP ROCK WATER COMPANY				

I-200810311469		H2O	6.93			
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N		
		H2O		101 4131-85040-000	WATER	3.47
		H2O		101 4124-70100-000	SUPPLIES	3.46
		=== VENDOR TOTALS ===	6.93			
=====						
01-03300		DISCOUNT STEEL, INC				

I-01497589		SHOP SHELVES-STEEL	56.12			
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N		
		SHOP SHELVES-STEEL		101 4131-87010-000	CITY HALL MAINTENANCE	56.12
		=== VENDOR TOTALS ===	56.12			
=====						
01-05189		DUKE'S ROOT CONTROL INC				

I-5407		PIPE SEWER ROOT CONTROL SER	15,399.06			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		PIPE SEWER ROOT CONTROL SER		601 4601-87300-000	ROOT TREATMENT	15,399.06
		=== VENDOR TOTALS ===	15,399.06			
=====						
01-05043		GALLS INCORPORATED				

I-200810241453		REFLECTIVE STRIPING	28.93			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		REFLECTIVE STRIPING		101 4124-87029-000	REPAIR OTHER EQUIPMENT	28.93
		=== VENDOR TOTALS ===	28.93			

PACKET: 00242 Regular 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
=====						
01-05166		GRAINGER, W. W., INC.				
I-200810241456		O-RING, 24 PACK	24.16			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		O-RING, 24 PACK		101 4141-70100-000	SUPPLIES	24.16
		=== VENDOR TOTALS ===	24.16			

=====						
01-05153		HOME DEPOT CRC/GECF				
I-200810281460		SUPPLIES	214.73			
10/28/2008	APBNK	MANUAL CK# 074022 10/28/2008		1099: N		
		TAPE SUPPLIES		101 4131-70110-000	SUPPLIES	25.13
		COUNCIL CHAMBER-POLYURETHANE		101 4131-87010-000	CITY HALL MAINTENANCE	64.30
		SHOP SUPPLIES & EXPENSES		101 4131-87010-000	CITY HALL MAINTENANCE	23.77
		ELECTION STANDS & SIGN HOLD		101 4115-70100-000	SUPPLIES	84.39
		FIRE TRUCK REPAIR SUPPLIES		101 4124-87029-000	REPAIR OTHER EQUIPMENT	17.14
		=== VENDOR TOTALS ===	214.73			

=====						
01-05239		INTR NATL ASSOC FIRECHIEF				
I-200810311470		2009 IAFC MEMBERSHIP	190.00			
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N		
		2009 IAFC MEMBERSHIP		101 4124-86110-000	MEMBERSHIPS	190.00
		=== VENDOR TOTALS ===	190.00			

=====						
01-03255		KEEPRS, INC.				
I-101406-02		CLOTHING	41.99			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		CLOTHING		101 4124-77000-000	CLOTHING	41.99
		=== VENDOR TOTALS ===	41.99			

=====						
01-05387		KEYSTONE AUTOMOTIVE				
I-M0400719		PAINT FOR FIRE TRK REPAIR	159.21			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		PAINT FOR FIRE TRK REPAIR		101 4124-87029-000	REPAIR OTHER EQUIPMENT	159.21
		=== VENDOR TOTALS ===	159.21			

PACKET: 00242 Regular 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
=====						
01-05192	KLINE CORP					
I-200810281466		REFUND-MECHANICAL PERMIT	25.00			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		REFUND-MECHANICAL PERMIT		101 32220-000	MECHANICAL PERMITS	25.00
=== VENDOR TOTALS ===			25.00			
=====						
01-05191	MIDWAY TRAINING SERVICES INC					
I-3180		MICRO-FICHE RECORDS	3,353.35			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		MICRO-FICHE RECORDS		401 4401-90100-000	FURNITURE & EQUIPMENT	3,353.35
=== VENDOR TOTALS ===			3,353.35			
=====						
01-05730	MINNEAPOLIS PAPER COMPANY					
I-140194		LASER/COPY PAPER	114.56			
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N		
		LASER/COPY PAPER		101 4112-70100-000	SUPPLIES	114.56
=== VENDOR TOTALS ===			114.56			
=====						
01-05742	MINNESOTA CONWAY					
I-376540		FIRE EXTINGUISERS OPEN HOUSE	105.85			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		FIRE EXTINGUISERS OPEN HOUSE		101 4124-70100-000	SUPPLIES	105.85
=== VENDOR TOTALS ===			105.85			
=====						
01-05796	MN DEPT OF LABOR & INDUSTRY					
I-200810241449		3RD QTR SURCHARGES TO STATE	337.64			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		3RD QTR SURCHARGES TO STATE		101 20801-000	DUE TO OTHER GOVERNMENTS	337.64
=== VENDOR TOTALS ===			337.64			
=====						
01-05843	MN NCPERS LIFE INSURANCE					
I-200810311468		NOVEMBER/08 INS DEB JONES	16.00			
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N		
		NOVEMBER/08 INS DEB JONES		101 21709-000	OTHER PAYABLE	15.20
		NOVEMBER/08 INS DEB JONES		201 21709-000	OTHER PAYABLE	0.80
=== VENDOR TOTALS ===			16.00			

PACKET: 00242 Regular 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
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-200810281463		CELL PHONE	296.37			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		CELL PHONE		101 4121-85015-000	CELL PHONE	70.40
		CELL PHONE		101 4131-85015-000	CELL PHONE	12.11
		CELL PHONE		101 4141-85015-000	CELL PHONE	31.57
		CELL PHONE		101 4132-85015-000	CELL PHONE	7.29
		CELL PHONE		601 4601-85015-000	CELL PHONE	60.70
		CELL PHONE		602 4602-85015-000	CELL PHONES	65.48
		CELL PHONE		601 4601-85015-000	CELL PHONE	48.82
		=== VENDOR TOTALS ===	296.37			

=====						
01-05146		NORTHERN ARBORISTS				
I-200810241455		TREE PLANTING & STUMP REMOVAL	650.00			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		TREE PLANTING & STUMP REMOVAL		101 4134-84030-000	TREE PLANTING	650.00
		=== VENDOR TOTALS ===	650.00			

=====						
01-06024		ON SITE SANITATION				
I-A-348026		PORTABLE TOILET	36.51			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		PORTABLE TOILET		601 4601-85080-000	PORTABLE TOILET PARKS	36.51
I-A-348346		PORTABLE TOILET	93.79			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		PORTABLE TOILET		601 4601-85080-000	PORTABLE TOILET PARKS	93.79
		=== VENDOR TOTALS ===	130.30			

=====						
01-06053		OREILLY AUTO PARTS				
I-200810241452		BOLTS & NUTS	6.42			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		BOLTS & NUTS		101 4124-87029-000	REPAIR OTHER EQUIPMENT	6.42
		=== VENDOR TOTALS ===	6.42			

=====						
01-06065		OXYGEN SERVICE COMPANY				
I-07304381		BREATHING AIR	86.09			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		BREATHING AIR		101 4124-70100-000	SUPPLIES	86.09
		=== VENDOR TOTALS ===	86.09			

PACKET: 00242 Regular Payables

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

01-06115 TIMOTHY PITTMAN

I-200810241454		MILEAGE, REPAIR EQU, CLOTHING	222.17		
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N	
		REPAIR EQUIPMENT		101 4124-87029-000	REPAIR OTHER EQUIPMENT 60.00
		MILEAGE REIMBURSEMENT		101 4141-86101-000	MILEAGE 77.22
		REIMB: MILEAGE		101 4112-86010-000	MILEAGE & PARKING 8.48
		CLOTHING-PUBLIC WORKS		101 4132-77000-000	CLOTHING 76.47
		=== VENDOR TOTALS ===	222.17		

01-06945 QWEST

I-200810311471		LANDLINE TELEPHONE	111.65		
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N	
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE 111.65
		=== VENDOR TOTALS ===	111.65		

01-06185 RAMSEY COUNTY

I-EMCOM-000203		SEPT/08 FLEET SUPPORT FEE	49.92		
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N	
		SEPT/08 FLEET SUPPORT FEE		101 4124-86800-000	RADIO MESB/FLEET SUPPORT 49.92
I-EMCOM-000234		OCT/08 FLEET SUPPORT FEE	56.16		
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N	
		OCT/08 FLEET SUPPORT FEE		101 4124-86800-000	RADIO MESB/FLEET SUPPORT 56.16
		=== VENDOR TOTALS ===	106.08		

01-06386 S & S TREE SPECIALISTS IN

I-26159		TREE REMOVAL	2,316.38		
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N	
		TREE REMOVAL		419 4419-85000-000	TREE REMOVAL 2,316.38
I-26198		TREE REMOVAL	585.75		
10/31/2008	APBNK	DUE: 10/31/2008 DISC: 10/31/2008		1099: N	
		TREE REMOVAL		419 4419-85000-000	TREE REMOVAL 585.75
		=== VENDOR TOTALS ===	2,902.13		

PACKET: 00242 Regular 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
=====						
01-06301		SAMS CLUB DISCOVER CARD				

I-200810241445		POPCORN RENTAL, SOD, MEMB PYM	176.55			
10/24/2008	APBNK	MANUAL CK# 074019 10/15/2008		1099: N		
		MEMBERSHIP USTA		101 4141-86030-000	CONFERENCES & SCHOOLS	35.00
		SOD FOR CITY HALL		101 4131-87010-000	CITY HALL MAINTENANCE	73.02
		POPCORN RENTAL-FIRE DEP		101 4116-89010-000	SPECIAL EVENTS	68.53
		=== VENDOR TOTALS ===	176.55			
=====						
01-05110		SRF CONSULTING GROUP INC				

I-200810241458		STREETSCAPE CONSULTING	8,795.91			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		STREETSCAPE CONSULTING		412 4412-81910-000	CONSULTING-STREETSCAPE	8,795.91
		=== VENDOR TOTALS ===	8,795.91			
=====						
01-00935		ST PAUL REGIONAL WATER SERVICE				

I-200810281465		H2O AND S.S.	381.01			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		H2O		101 4131-85040-000	WATER	288.57
		S.S.		101 4131-85070-000	SEWER	15.00
		H2O		101 4141-85040-000	WATER	47.44
		S.S.		101 4141-85070-000	SEWER	30.00
		=== VENDOR TOTALS ===	381.01			
=====						
01-06660		TARGET				

I-200810281461		JUICE FOR FIRE OPEN HOUSE	14.95			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		JUICE FOR FIRE OPEN HOUSE		101 4116-89010-000	SPECIAL EVENTS	14.95
		=== VENDOR TOTALS ===	14.95			
=====						
01-07209		CYNTHIA VERHEY				

I-200810241451		REFUND-WRONG AMOUNT	50.00			
10/24/2008	APBNK	MANUAL CK# 074021 10/22/2008		1099: N		
		REFUND-WRONG AMOUNT		201 34310-000	RECREATION FEES	50.00
		=== VENDOR TOTALS ===	50.00			

PACKET: 00242 Regular 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
=====						
01-07901		WASTE MANAGEMENT-BLAINE				
I-200810241446		SEPT/08 COMM RECYCLING	620.26			
10/24/2008	APBNK	MANUAL CK# 074020 10/15/2008		1099: N		
		SEPT/08 COMM RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	620.26
=== VENDOR TOTALS ===			620.26			

=====						
01-05870		XCEL ENERGY				
I-200810241457		ELECT	63.83			
10/24/2008	APBNK	DUE: 10/24/2008 DISC: 10/24/2008		1099: N		
		CURTIS FIELD ELECT		101 4141-85020-000	ELECTRIC/GAS	22.41
		ELECT		101 4132-85020-000	STREET LIGHTING	8.52
		ELECT: CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	6.56
		ELECT		101 4132-85020-000	STREET LIGHTING	26.34
=== VENDOR TOTALS ===			63.83			
=== PACKET TOTALS ===			36,187.00			

Pera ck# 74038	2,476.59
federal withholding	6,083.54
state withholding	1,018.96
icma wire trans	317.00
Total	<u>46,083.09</u>

PACKET: 00246 NOV 5TH 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
=====						
01-00800		ALLIED WASTE SERVICES				
I-200811051480		NOV/08 WASTE REMOVAL	205.71			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	205.71
		=== VENDOR TOTALS ===	205.71			
=====						
01-00250		AMERIPRIDE LINEN&APPAREL				
I-4137		LINEN CLEANING	35.35			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	35.35
		=== VENDOR TOTALS ===	35.35			
=====						
01-03089		CASH				
I-200811051472		ELECTION JUDGE FOOD	145.54			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		ELECTION JUDGE FOOD		101 4115-70100-000	SUPPLIES	145.54
		=== VENDOR TOTALS ===	145.54			
=====						
01-03109		CENTURY COLLEGE				
I-313012		PUBLIC SAFETY CLASS:FEHRENBAC	325.00			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		PUBLIC SAFETY CLASS:FEHRENBACH		101 4124-86020-000	TRAINING	325.00
		=== VENDOR TOTALS ===	325.00			
=====						
01-06290		CITY OF ROSEVILLE				
I-9145		ENGINEERING SVCS	8,080.01			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		GENERAL ENG SVCS		101 4133-80100-000	ENGINEERING SERVICES	282.08
		COMP PLAN UPDATE ENGINEERING		208 4208-81900-000	OTHER PROFESSIONAL SERVI	4,933.97
		GARDEN AVE PEDESTRIAN FLASHER		101 4133-80100-000	ENGINEERING SERVICES	206.15
		S.S. LINING PROJECT		601 4601-80100-000	ENGINEERING	929.62
		S.S. LINING PROJECT		602 4602-80100-000	ENGINEERING	1,728.19
I-9148		FEB 15-OCT 14 TELEPHONE SVC	3,175.14			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		FEB 15-OCT 14 TELEPHONE SVC		101 4116-85010-000	TELEPHONE	3,175.14
I-9177		TECH SVCS NOV/08	1,149.58			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		TECH SVCS NOV/08		101 4116-85070-000	TECHNICAL SUPPORT	1,149.58
		=== VENDOR TOTALS ===	12,404.73			

PACKET: 00246 NOV 5TH 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
=====						
01-07276		HUGHES & COSTELLO				
I-200811051478		NOV/08 PROSECUTIONS	3,676.03			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	3,676.03
		=== VENDOR TOTALS ===	3,676.03			
=====						
01-07272		LILLIE SUBURBAN NEWSPAPER				
I-200811051479		LEGALS- ELECTIONS	112.38			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		LEGALS- ELECTIONS		101 4111-70410-000	LEGAL NOTICES	112.38
		=== VENDOR TOTALS ===	112.38			
=====						
01-05789		DAN MALONE				
I-200811051475		TAE KWON DO INSTRUCTOR	480.00			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		TAE KWON DO INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	480.00
		=== VENDOR TOTALS ===	480.00			
=====						
01-05665		METROPOLITAN COUNCIL				
I-885302		DEC/08 S.S.	36,383.81			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		DEC/08 S.S.		601 4601-85060-000	METRO SEWER CHARGES	36,383.81
		=== VENDOR TOTALS ===	36,383.81			
=====						
01-05825		MUNICIPAL CODE CORPORATION				
I-103643		CODE UPDATE	1,398.49			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		CODE UPDATE		101 4114-80210-000	ZONING CODE UPDATE	1,398.49
		=== VENDOR TOTALS ===	1,398.49			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-200811051473		CELL PHONE FIRE TRKS	136.81			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		CELL PHONE FIRE TRKS		101 4124-85015-000	CELL PHONE	136.81
		=== VENDOR TOTALS ===	136.81			

PACKET: 00246 NOV 5TH 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
=====						
01-06054		ORCHARD TRUST COMPANY				

I-200811051461		NOV/08 DEFERRED COMP	372.00			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 DEFERRED COMP		101 21709-000	OTHER PAYABLE	354.00
		NOV/08 DEFERRED COMP		201 21709-000	OTHER PAYABLE	18.00
		=== VENDOR TOTALS ===	372.00			
=====						
01-06053		OREILLY AUTO PARTS				

I-200811051476		OIL & PAINT SUPPLIES	67.65			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		OIL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	61.23
		FIRE TRK PAINT SUPPLIES		101 4124-70100-000	SUPPLIES	6.42
		=== VENDOR TOTALS ===	67.65			
=====						
01-06185		RAMSEY COUNTY				

I-RISK 1195		NOV/08 INSURANCE	7,184.56			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 INSURANCE		101 4112-89000-000	MISCELLANEOUS	7,184.56
		=== VENDOR TOTALS ===	7,184.56			
=====						
01-06184		RAMSEY COUNTY - 911 DISPATCH				

I-EMCOM-000270		RAMSEY COUNTY - 911 DISPATCH	958.67			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		RAMSEY COUNTY - 911 DISPATCH		101 4124-86700-000	EMERGENCY DISPATCH SVCS-	958.67
		=== VENDOR TOTALS ===	958.67			
=====						
01-07228		CITY OF ST ANTHONY				

I-2094		NOV/08 POLICE SVCS	45,675.00			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 POLICE SVCS		101 4122-81000-000	POLICE SERVICES	45,675.00
		=== VENDOR TOTALS ===	45,675.00			
=====						
01-06525		SUBURBAN ACE HARDWARE				

I-200811051474		MISCELLANEOUS SUPPLIES	61.62			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		LOCK HASP		203 4203-70100-000	SUPPLIES	9.04
		CLEANING SUPPLIES		101 4124-70100-000	SUPPLIES	9.87
		GREASE CERTS F-350		101 4132-70120-000	SUPPLIES	7.03
		AIR LINE SUPPLY/PLUMBING PARTS		101 4131-70110-000	SUPPLIES	12.81
		FASTENERS		101 4141-70100-000	SUPPLIES	22.87
		=== VENDOR TOTALS ===	61.62			

PACKET: 00246 NOV 5TH 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
=====						
01-06585		THE OFFICE CLEANERS				
I-20081031		OCT/08 CLEANING	340.80			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		OCT/08 CLEANING		101 4131-87010-000	CITY HALL MAINTENANCE	340.80
=== VENDOR TOTALS ===			340.80			

=====						
01-07901		WASTE MANAGEMENT-BLAINE				
I-4776388-0500-3		NOV/08 RESIDENTIAL RECYLING	2,478.71			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		NOV/08 RESIDENTIAL RECYLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
		NOV/08 COMMERCIAL RECYLING		206 4206-82030-000	RECYCLING CONTRACTS	620.26
=== VENDOR TOTALS ===			2,478.71			

=====						
01-05870		XCEL ENERGY				
I-200811051477		ELECT	1,444.20			
11/05/2008	APBNK	DUE: 11/05/2008 DISC: 11/05/2008		1099: N		
		ELECT		101 4131-85020-000	ELECTRIC	730.71
		ELECT		601 4601-85020-000	ELECTRIC	22.18
		ELECT		101 4132-85020-000	STREET LIGHTING	8.52
		ELECT		101 4132-85020-000	STREET LIGHTING	35.28
		ELECT		101 4132-85020-000	STREET LIGHTING	8.52
		ELECT		101 4141-85020-000	ELECTRIC/GAS	318.45
		ELECT		101 4141-85020-000	ELECTRIC/GAS	23.61
		ELECT		101 4141-85020-000	ELECTRIC/GAS	8.52
		ELECT		101 4131-85030-000	NATURAL GAS	152.47
		ELECT		101 4132-85020-000	STREET LIGHTING	36.51
		ELECT		101 4132-85020-000	STREET LIGHTING	33.52
		ELECT		101 4132-85020-000	STREET LIGHTING	11.90
		ELECT		101 4132-85020-000	STREET LIGHTING	54.01
=== VENDOR TOTALS ===			1,444.20			
=== PACKET TOTALS ===			113,887.06			

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	10/29/2008	277.05	074024
0018	LONG, CHARLES E	R	10/29/2008	277.05	074025
1136	OLSON, ROLAND O	R	10/29/2008	305.72	074026
1142	HERZOG, PATRICK J	R	10/29/2008	237.97	074027
0034	KURHAJETZ, CLEMENT	R	10/29/2008	342.83	074028
0074	ALLEN, MARK J	R	10/29/2008	184.70	074029
0095	POESCHL, MICHAEL J	R	10/29/2008	92.35	074030
0097	GAFFNEY, PATRICK	R	10/29/2008	92.35	074031
1030	PITTMAN, TIMOTHY J	R	10/29/2008	1,600.07	074032
1179	PITTMAN, JUSTIN J	R	10/29/2008	77.42	074033
1016	ABERNATHY, LISA A	R	10/29/2008	1,381.30	074034
2121	RAJJCIC, KAREN E	R	10/29/2008	303.59	074035
2173	EWAN, EMILY N	R	10/29/2008	203.63	074036
2174	SAGEHORN, MATT J	R	10/29/2008	197.30	074037

***** DIRECT DEPOSIT LIST ***** PAY PERIOD ENDING 10/31/2008
 DIRECT DEPOSIT EFFECTIVE DATE 10/29/2008

EMP #	NAME	AMOUNT
01-0012	LAURA A KUETTEL	277.05
01-0013	PETER C LINDSTROM	330.57
01-0016	PAMELA M HARRIS	277.05
01-1002	JUSTIN J MILLER	2,315.19
01-1008	STACEY T KREUSER	1,325.70
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,537.63
01-0040	KEVIN ANDERSON	15.03
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,305.69
01-1143	COLIN B CALLAHAN	961.69
TOTAL PRINTED: 11		9,945.60

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	5,573.33
DIRECT DEPOSIT REGULAR CHECKS:	11	9,945.60
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	25	15,518.93

*** NO ERRORS FOUND ***

ITEM: **City Licenses**

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

EXPLANATION:

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

- Paladin Plumbing
- Home Energy Center

The following businesses have applied for general contractor's licenses for 2008. Staff has received the necessary documents for licensure.

- Thomas Schoenecker

The following has applied for a Christmas tree sales license. Staff has received the necessary documents for licensure.

- Falcon Heights-Lauderdale Lions Club

ITEM: **Statutory Tort Limits Liability Coverage for City**

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

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

EXPLANATION/DESCRIPTION:

We received word from the League of Minnesota Cities Insurance Trust (LMCIT) that the statutory tort limits for liability coverage will be remaining at the same level for the first half of 2009, but increasing effective July 1, 2009. For the first half of 2009, the statutory tort limits are \$1,200,000. A single claim maximum is \$400,000 and a single claim maximum for all parties is \$1,200,000. Effective July 1, 2009, the statutory tort limits increase up to \$1,500,000. A single claim maximum will be \$500,000 and a single claim maximum for all parties will be \$1,500,000.

The League of Minnesota Cities Insurance Trust (LMCIT) is requesting that cities determine if they wish to waive the statutory tort limits for 2009. For the period of January 1, 2009 through June 30, 2009, the statutory tort limit is \$1,200,000. Under this limit an individual can settle for no more than \$400,000 for a single claim and a single claim for all parties cannot exceed \$1,200,000. Effective July 1, 2009, the statutory tort limit will be \$1,500,000. Under this limit an individual can settle for no more than \$500,000 for a single claim and a single claim for all parties cannot exceed \$1,500,000. Under certain circumstances the LMCIT, which represents the city in these claims, may negotiate above the legal liability limit if necessary because some claims like employment are exempt from the cap. The general counsel from the LMCIT said that cities make different choices depending upon their circumstances. However, he perceived that maintaining the limit was prudent in many cases. The City has had no claims with settlements for several years. Since 2000, the city council has voted not to waive the statutory tort limits.

ACTION REQUESTED:

Motion Not To Waive the city's statutory tort limits for 2009.

ITEM: **Setting 2009 Contractor License Rates**

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

EXPLANATION:

Each year the city sends out reminders to contractors who are licensed to operate in the City of Falcon Heights to renew their license for the upcoming year. As has been discussed in budget workshops, many of our fees will need to be increased in 2009. In order to notify contractors of the correct 2009 fee, the city council is being asked to set the 2009 rates at this meeting. The proposed contractor rates are as follows:

	2008 Rate	Proposed 2009 Rate
Contractor License	\$30.00	\$35.00

This fee has not been adjusted for several years, and it is not expected to bring in a large amount of new revenue (staff expects an extra \$250 annually, if approved). Staff is reviewing the remainder of the fee schedule and will bring a complete 2009 version to the council when the annual budget is approved in December.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached resolution setting 2009 contractor license fees.

**Falcon Heights Council Resolution 08-13
November 12, 2008**

A resolution to set Falcon Heights contractor licensing fees

WHEREAS the city annually licenses its contractors to operate within city limits for mechanical, tree trimming/removal, general contracting, and home occupations, and

WHEREAS the license fee has remained the same for over a decade, and

WHEREAS the increased annual licensing fee will more accurately cover the city's inspection, postage, and printing costs,

NOW THEREFORE, BE IT RESOLVED, the city council sets the annual contractor licensing fee for 2009 and subsequent years at \$35.

Moved by: _____

Approved by: _____

Peter Lindstrom, Mayor
November 12, 2008

LINDSTROM

HARRIS

KUETTEL _____ In Favor

LONG _____ Against

MERCER-TAYLOR

Attested by: _____

Justin Miller
City Administrator
November 12, 2008

ITEM: **Lawful Gambling Permit for Falcon Heights Elementary PTA**

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

Explanation:

The Falcon Heights Elementary PTA desires to hold raffles at their annual carnival to be held at the Falcon Heights Elementary School. Since the dollar value of the prizes are expected to be over \$1,500, an exempt permit to hold lawful gambling activity is required. The Falcon Heights Elementary PTA is asking the City to approve their application to conduct this lawful gambling activity. They are requesting the approval be with no waiting period so the raffle tickets can be printed and the students can start selling them as soon as possible.

Because the gambling premises is within the city limits, the city must sign on the LG220 Application Form. There are three choices for the city: (1) The City approves the application with no waiting period. (2) The City approves the application with a 30 day waiting period, and allows the Board to issue a permit after 30 days. (3) The City denies the application. Once the City signs their approval of the application, the organization would then submit it to MN Lawful Gambling Board. The Board usually completes their process within a couple of days and mails out the permit or arranges with the organization to pick it up at the Board's office. The organization must also complete a Financial Report that must be returned to MN Lawful Gambling within 30 days of the gambling activity.

ACTION REQUESTED:

Approve this temporary permit request with no waiting period by the Falcon Heights Elementary PTA to conduct lawful gambling activity at their annual carnival.

ITEM: Approval of 2008 Comprehensive Plan Update

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

Falcon Heights is required to submit a new comprehensive plan to the Metropolitan Council by the end of 2008. For the past year and a half, the city council, steering committee, and staff have been working on the draft plan so that it meets the requirements set forth by the Metropolitan Council. Steps in the process have included:

- Open houses to allow for public comment
- Planning Commission and City Council reviews
- Neighboring city reviews
- Technical agency (watershed districts) reviews

Earlier this year, the city council approved a draft to submit to our neighboring cities and technical agencies for their reviews. One result of this review was that the watershed district asked us to submit a more detailed water management plan, which the council approved last month. The water resource section of the comprehensive plan has been modified to incorporate the Local Water Management Plan by reference.

The attached plan is the culmination of a lengthy process. Our appreciation should go out to those who helped craft the plan, especially the Comprehensive Plan Steering Committee and Planning Commission. Sincere gratitude is also owed to Deb Jones, our planning and zoning director, for compiling all the various drafts, suggestions, and agency input, and incorporating it into this very well done final document.

Once the plan is adopted, it will be sent to the Metropolitan Council for their review. After their review, if any changes are needed, the city council will re-adopt it again in 2009.

Staff will provide the council a more thorough review of the plan and its contents at the meeting on Wednesday night.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached 2008 Falcon Heights Comprehensive Plan for submittal to the Metropolitan Council. State statute requires a 2/3 majority for this action, which means that at least four council members need to vote to approve it.