

CITY OF FALCON HEIGHTS
Special Meeting of the City Council and
Students of Falcon Heights Elementary
City Hall
2077 West Larpenteur Avenue

AGENDA
September 25, 2008

- A. CALL TO ORDER: 1:40 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____ KREUSER ____
- C. City Slogan Discussion
- D. Park and Recreation Program Update
- E. Bell Museum of Natural History Presentation



CITY OF
FALCON HEIGHTS

2077 W. LARPEN TEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 792-7600 FAX (651) 792-7610

TO: Students of Falcon Heights Elementary

FROM: Peter Lindstrom, Mayor

Re: Discussion of a New City Slogan

Explanation:

During the summer of 2008, the City of Falcon Heights asked our residents to submit ideas for a new city slogan. Our current slogan, "The Fair City", was seen as not fully identifying the unique characteristics and qualities of the entire city.

Over 50 suggestions were received, and the city council has narrowed it down to the following finalists:

- "The City That Soars"
- "Families, Fields and Fair"

The city council has indicated that they would like to have students from Falcon Heights Elementary School assist them in making the final decision. In preparation for our upcoming meeting, please think about these two finalists and be prepared to make arguments for your preferred choice.

Requested Action

We will be asking the students to vote for their favorite slogan by a secret ballot. Results will be announced at the meeting.



CITY OF
FALCON HEIGHTS

2077 W. LARPELLE AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 792-7600 FAX (651) 792-7610

TO: Students of Falcon Heights Elementary

FROM: Peter Lindstrom, Mayor

Re: Bell Museum of Natural History

Explanation:

For several years, the University of Minnesota has been working on constructing a new Bell Museum of Natural History in Falcon Heights. The proposed location is across from Gibbs Farm, where the old schoolhouse used to be located.

During the last legislative session, funding for this new building was approved by the legislature, but Governor Pawlenty vetoed it. As a result, the future of this project is in doubt. The city council is very excited about this project, and we think it will be a great museum to have in our city one day.

A representative from the Bell Museum will be present at our meeting to make a brief presentation about their plans. We would like to see what ideas the students of Falcon Heights Elementary have to help this project get started. Please come to our meeting with ideas on how we can convince the governor and legislature that this should be a priority in the next legislative session.

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

AGENDA
September 25, 2008

- A. CALL TO ORDER: 3:00 PM
The council's business meeting will commence following adjournment of the student-council meeting at 1:30 p.m. at City Hall.
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
 LONG ____ MERCER-TAYLOR ____
 MILLER ____ KREUSER ____
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: September 10, 2008 **TAB 1**
- E. PUBLIC HEARING:
- F. CONSENT AGENDA:
- | | |
|--|--------------|
| 1. General Disbursements through 9/18/08: \$66,093.21 | |
| Payroll through 9/15/08: \$17,118.96 | TAB 2 |
| 2. Human Rights Commission Appointment | TAB 3 |
| 3. Approval of Joint Powers Agreement for GIS User Group | TAB 4 |
| 4. City Licenses | TAB 5 |
| 5. Sanitary Sewer Chemical Root Control | TAB 6 |
- G. POLICY AGENDA:
- 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.

Falcon Heights City Council Minutes September 10, 2008 Regular Meeting of the City Council

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

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

Presentation:

1. Northwest Youth and Family Services – Kay Andrews and Jerry Hromatka

Andrews began by introducing Jerry Hromatka, who will be the new director of NYFS upon her retirement in January '09. A gathering will be held to thank Andrews for her longstanding tenure at director of NYFS on February 5 at Midland Hills.

Hromatka gave a history of NYFS to the council and outlined the services the organization provides to Falcon Heights. He said the money Falcon Heights pays to NYFS for annual dues goes to cover mostly youth diversion, mental health services, and the senior chore program. He also announced the beginning of a fundraising drive for a new Discovery Center and invited everyone to the September 25 event, Taste of Northwest.

Council member Mercer-Taylor asked what the age breakdown was for services given. Hromatka replied the majority was for the middle and high school aged, followed by elementary and then 18-21 year olds.

Mayor Lindstrom noticed the police budget took about 35-40% of the city's annual budget, and thought the minor fees paid to Northwest were well worth it.

Council member Harris asked how many employees work for NYFS. Hromatka replied there are 60 full-time.

Miller noted that when he started, his first letter of welcome was from Andrews and he thanked for her that. He also thanked for her for work with the Human Rights Commission.

The minutes of the August 27, 2008 council meeting were approved as submitted.

Consent Agenda:

Miller gave some background on the watershed district committee appointment, stating Barbara Leary had volunteered immediately for the position.

Council member Kuettel asked about main lining company's reputation. Miller replied they were well known around the Twin Cities area, and did provide insurance and bonding. Mercer-Taylor asked why the budgeted amount was low. Miller replied that everything has gone up in the past year.

Council member Kuettel moved to approve the four items on the consent agenda. The motion passed unanimously.

1. General Disbursements through 9/4/08: \$154,026.54

Payroll through 8/31/08: \$16,530.72

2. City Licensing

3. Appointment of Barbara Leary to Capitol Region Watershed District's Planning Committee

4. Award Bid for 2008 Sanitary Sewer Main Lining

Policy Agenda:

1. Continuation of Recreational Fire Ordinance Amendment Discussion

Administrator Miller stated the current city code references the state code, a change that occurred with the recent recodification, but that language that is more specific was needed. After conducting research and working with the city attorney, definitions were added for terms in the new draft including 'combustible material' and 'recreational fire.' Also added was a distance requirement of 25 feet from structures and combustible material, a pit/containment device, and 'objectionable.'

Council member Kuettel noted pine needles and leaves were covered under other sections of the state code, and wondered if a fire could be lit under a tree.

Council member Mercer-Taylor asked about incinerators. Miller replied incinerators were not part of the recreational fire code but it was in the code in other places - incinerators are not allowed. Mercer-Taylor asked if someone could burn in a grill. Miller replied it would be up to the police or fire to extinguish those types of fire based on their interpretation.

Council member Kuettel asked if Miller would explain #3 of the draft: "conditions that could cause a fire to spread within twenty-five (25) feet of a structure are eliminated prior to ignition." Miller replied that meant leaves or high weeds, something that could cause a fire to spread would be deemed against the code and the fire chief or police would use their judgment to determine if the fire was objectionable.

Rick Talbot, 1531 Idaho, wanted to know if the city was going to inform police of the ordinance change. Miller replied the ordinance went into effect upon its passage and police would be notified.

Ginny Allen, 1490 Idaho, addressed the council and said she echoed Talbot's statement.

Craig Allen, 1490 Idaho, said he was happy with the ordinance and supported its passage.

Council member Kuettel said the Allen's did a good job in attempting to work with their neighbors.

Mayor Lindstrom noted the recreational fires were covered in the old code, but it was time for the city to address in the new one. He said he had spoken with Council member Long, who was in favor of the new ordinance except for the time restrictions. Long expressed his disagreement with the early time limit for weekends and holidays and wanted to see the time pushed back to midnight instead of 11 p.m. Lindstrom said he agreed with Long and wanted a later time for weekends and holidays. He added that making it 11 p.m. would set the code up for many violations, as it does not get dark in summer until at least 9:30.

Council member Harris asked how 11:00 was even decided. Miller replied it was based on some other city's codes and the city attorney.

Council member Mercer-Taylor said it reflects reality to make it later.

Council member Harris said she supported the shortest possible time limits and asked why midnight was better. Lindstrom replied midnight is a normal time to wrap things up on a weekend, but 11 seemed too early. Harris said midnight might be easier to remember 12 for residents. Council member Kuettel also agreed.

Ginny Allen, 1490 Idaho, readdressed the council and said the time limits determine when her family can sleep and 12 was too late for them. She said historically her neighbor has had unsafe fires, and they could not sleep with the belief that his fires were safe. She said she asked her neighbors and they agreed 11 was okay for weekends.

Council member Mercer-Taylor reminded Allen that in any unsafe situation she should call the police. Allen responded that with the code, there are 'fuzzy' areas - like the "objectionable conditions" listed at the end of the ordinance. Mayor Lindstrom replied that was in the ordinance as a catchall, so in her situation where a fire may be deemed unsafe there would be

enforcement recourse. Miller added it would be the same as if there is a loud party, when the officer would use their judgment on whether to shut it down. Lindstrom added it is to the city's advantage to have that provision included.

Council member Kuettel asked what happens if there is a property that offends repeatedly. Miller replied staff would contact the party, and if needed the city attorney could step in to prosecute.

Mayor Lindstrom reiterated Council member Long's adamant opposition to the time restriction of 11 p.m., but said he would change and support the 11 p.m. time limit. Council members Kuettel and Mercer-Taylor also said they would support 11 p.m. Council member Harris wanted an earlier time from the beginning, and said she was fine with 11 p.m.

Council member Kuettel said the city could readdress the issue in a couple of years to determine if the time limit should be later.

Council member Kuettel moved to approve ordinance 08-02. The motion passed unanimously.

2. Setting of 2009 Preliminary Tax Levy and Truth-in-Taxation Hearing Dates

Administrator Miller said the preliminary levy was to set the taxes payable in 2009. The preliminary levy, which becomes the maximum, will be sent to Ramsey County for them to prepare their estimated tax statements to send out to property owners. Miller stated the city's reserves are low, and at the current rate of spending down reserves, they would go negative within the next couple of years. He said the legislature created an opportunity this year, with the ability for Falcon Heights to have a special levy. Due to the amount of LGA and fiscal disparities, along with a special levy, the ad valorem taxes (taxes collected from property owners) would remain the same as in 2008. However, with the recent downturn in property values, most properties would likely see a reduction in the amount of their city portion of taxes. Council member Harris said she supported a special levy for the debt. Due to the extra money from the state, Falcon Heights could keep the levy the same and get money to put aside for other big items, like refurbishing the fire truck.

Council member Kuettel said the special levy makes sense for down the road.

Mayor Lindstrom said that in the early '00s the reserves were very healthy and the council then decided to spend them down in order keep the tax levy flat in a time of economic crunch for residents. He said it was never the council's intention to keep using the reserves forever, and after four years of flat levies, the city could not do it anymore.

Council member Harris moved to set the 2009 preliminary tax levy and truth-in-taxation hearing dates. The motion passed unanimously.

Information/Announcements:

Council member Mercer-Taylor asked Miller to give the dates and times for the crime prevention and Larpenteur Avenue Streetscape Committee meetings. Crime prevention is on Sept 17 at 6:30 p.m., City Hall and Larpenteur Avenue Streetscape will meet Monday at six, City Hall.

Council member Harris said the Human Rights Commission is still looking for poster entries.

Mayor Lindstrom thanked Barbara Lukerman for her work with the Planning Commission. He also thanked the election judges and Assistant City Administrator/Deputy Clerk Kreuser for their work with the primary election. Lastly, he said the U of M Soccer game was a lot of fun.

Administrator Miller announced the council/FH Elementary meeting would be Sept 25 at 1:30 at City Hall.

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Stacey Kreuser
Assistant City Administrator/Deputy Clerk

CONSENT F1
9/25/08

ITEM: **Disbursements and Payroll**

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

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

EXPLANATION:

General Disbursements through 9/18/08: \$66,093.21

Payroll through 9/15/08: \$17,118.96

ATTACHMENTS:

Payroll and general disbursements

ACTION REQUESTED:

Approval

PACKET: 00233 PAYABLES SEPT 19TH
 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
=====						
01-00255	AMERICAN OFFICE PRODUCTS					
I-94856		1ST AID KIT/CLIPS/PAPER	96.42			
9/15/2008	APBNK	DUE: 9/15/2008 DISC: 9/15/2008		1099: N		
		1ST AID KIT/CLIPS/PAPER		101 4112-70100-000	SUPPLIES	96.42
		=== VENDOR TOTALS ===	96.42			
=====						
01-00869	BENEFIT EXTRAS, INC					
I-27628		3RD QTR FLEX MINIMUM	90.00			
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N		
		3RD QTR FLEX MINIMUM		101 4112-89000-000	MISCELLANEOUS	90.00
		=== VENDOR TOTALS ===	90.00			
=====						
01-00876	BRIDGET BERIGAN					
I-200809151384		REFUND REC SPORTS	33.00			
9/15/2008	APBNK	DUE: 9/15/2008 DISC: 9/15/2008		1099: N		
		REFUND REC SPORTS		201 34340-000	NON-RESIDENT FEE	33.00
		=== VENDOR TOTALS ===	33.00			
=====						
01-03123	CINTAS CORPORATION #470					
I-480150192		RUG SVC CITY HALL	29.24			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		RUG SVC CITY HALL		101 4131-87010-000	CITY HALL MAINTENANCE	29.24
		=== VENDOR TOTALS ===	29.24			
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01-03122	CITY OF ST PAUL					
I-106384		AUGUST/08 FUEL	671.08			
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N		
		AUGUST/08 FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	671.08
		=== VENDOR TOTALS ===	671.08			
=====						
01-05409	STACEY KREUSER					
I-200809171391		ELECTIONS MILEAGE REIMB	44.63			
9/17/2008	APBNK	DUE: 9/17/2008 DISC: 9/17/2008		1099: N		
		ELECTIONS MILEAGE REIMB		101 4115-86010-000	MILEAGE	44.63
		=== VENDOR TOTALS ===	44.63			

PACKET: 00233 PAYABLES SEPT 19TH
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
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=====						
01-05512	LEAGUE OF MN CITIES					
I-1-000035067		2008/2009 MCFC FEE	470.00			
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N		
		2008/2009 MCFC FEE		602 4602-88600-000	MCSC FEES	470.00
		=== VENDOR TOTALS ===	470.00			
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01-05789	DAN MALONE					
I-200809191395		TAE KWON DO INSTRUCTOR	348.00			
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N		
		TAE KWON DO INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	348.00
		=== VENDOR TOTALS ===	348.00			
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01-05582	MENARDS					
I-200809151383		EMERG EXIT LIGHTS/CLOTHING	179.32			
9/15/2008	APBNK	MANUAL CK# 073886 9/15/2008		1099: N		
		EMERG EXIT LIGHTS		101 4131-87010-000	CITY HALL MAINTENANCE	128.68
		EMERG EXIT LIGHTS		101 4132-77000-000	CLOTHING	50.64
		=== VENDOR TOTALS ===	179.32			
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01-05097	MARY MOHAN					
I-200809151385		REFUND:NED & MARY REC SPORTS	90.00			
9/15/2008	APBNK	DUE: 9/15/2008 DISC: 9/15/2008		1099: N		
		REFUND:NED & MARY REC SPORTS		201 34340-000	NON-RESIDENT FEE	90.00
		=== VENDOR TOTALS ===	90.00			
=====						
01-06030	OLSON,ROLAND					
I-200809161390		REIMB 3RD QTR MILEAGE	92.02			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		REIMB 3RD QTR MILEAGE		101 4113-86010-000	MILEAGE	92.02
		=== VENDOR TOTALS ===	92.02			
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01-06054	ORCHARD TRUST COMPANY					
I-200809161389		SEPT/08 DEF COMP	372.00			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		SEPT/08 DEF COMP		101 21709-000	OTHER PAYABLE	354.00
		SEPT/08 DEF COMP		201 21709-000	OTHER PAYABLE	18.00
		=== VENDOR TOTALS ===	372.00			

PACKET: 00233 PAYABLES SEPT 19TH
 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
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01-06065		OXYGEN SERVICE COMPANY				
I-7294836		BREATHING AIR	86.09			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		BREATHING AIR		101 4124-70100-000	SUPPLIES	86.09
		=== VENDOR TOTALS ===	86.09			
=====						
01-06115		TIMOTHY PITTMAN				
I-200809161386		MILEAGE REIMB	36.46			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		MILEAGE REIMB		101 4112-86010-000	MILEAGE & PARKING	36.46
		=== VENDOR TOTALS ===	36.46			
=====						
01-06185		RAMSEY COUNTY				
I-PRRLG 738		2007 TIF ADM FEES	1,946.91			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		2007 TIF ADMN FEES		412 4412-89000-000	MISC: TIF ADMIN FEES RAM	1,946.91
		=== VENDOR TOTALS ===	1,946.91			
=====						
01-06150		RAMSEY COUNTY LEAGUE OF LOCAL				
I-200809191393		2008 MEMBERSHIP DUES	265.30			
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N		
		2008 MEMBERSHIP DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	265.30
		=== VENDOR TOTALS ===	265.30			
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01-06386		S & S TREE SPECIALISTS IN				
I-24698		S & S TREE SPECIALISTS IN	1,171.50			
9/15/2008	APBNK	DUE: 9/15/2008 DISC: 9/15/2008		1099: N		
		S & S TREE SPECIALISTS IN		419 4419-84000-000	TREE TRIMMING	1,171.50
		=== VENDOR TOTALS ===	1,171.50			
=====						
01-05168		SOFTWARE HOUSE INTERNATIONAL				
I-200809161388		SALES TAX ON SOFTWARE PURCH	19.70			
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N		
		SALES TAX ON SOFTWARE PURCH		101 4116-85070-000	TECHNICAL SUPPORT	19.70
		=== VENDOR TOTALS ===	19.70			

PACKET: 00233 PAYABLES SEPT 19TH

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
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01-06528		SUBURBAN LAWN CENTER					

I-4004079		RADIATOR FAN FOR JD MOWER	234.30				
9/16/2008	APBNK	DUE: 9/16/2008 DISC: 9/16/2008		1099: N			
		RADIATOR FAN FOR JD MOWER		101 4141-87120-000	REPAIRS & MAINTENANCE		234.30
		=== VENDOR TOTALS ===	234.30				
=====							
01-07007		TURFWORKS INC					

I-200809191394		JACOBSON PUMP/PULLEY ASSESS	719.40				
9/19/2008	APBNK	DUE: 9/19/2008 DISC: 9/19/2008		1099: N			
		JACOBSON PUMP/PULLEY ASSESS		101 4132-87000-000	REPAIR EQUIPMENT		719.40
		=== VENDOR TOTALS ===	719.40				
=====							
01-05870		XCEL ENERGY					

I-200809171392		ELECT	33.59				
9/17/2008	APBNK	DUE: 9/17/2008 DISC: 9/17/2008		1099: N			
		ELECT		101 4141-85020-000	ELECTRIC/GAS		25.07
		ELECT		101 4132-85020-000	STREET LIGHTING		8.52
		=== VENDOR TOTALS ===	33.59				
		=== PACKET TOTALS ===	7,028.96				

PACKET: 00231 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
=====							
01-00226		ALLINA HOSPITAL & CLINIC					
I-II10008420		EMT CLASS FOR MIKE ARCAND		722.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		EMT CLASS FOR MIKE ARCAND			101 4124-86020-000	TRAINING	722.00
		=== VENDOR TOTALS ===		722.00			
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01-00255		AMERICAN OFFICE PRODUCTS					
I-094742I		LABELS & TAPE		56.51			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		LABELS & TAPE			101 4112-70100-000	SUPPLIES	56.51
I-094784I		TAPE		11.71			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		TAPE			101 4112-70100-000	SUPPLIES	11.71
		=== VENDOR TOTALS ===		68.22			
=====							
01-00250		AMERIPRIDE LINEN&APPAREL					
I-M657512		LINEN CLEANING		35.35			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		LINEN CLEANING			101 4124-82011-000	LINEN CLEANING	35.35
I-M683837		LINEN CLEANING		35.35			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		LINEN CLEANING			101 4124-82011-000	LINEN CLEANING	35.35
		=== VENDOR TOTALS ===		70.70			
=====							
01-05167		ANTON FEHRENBACH					
I-200809121367		REIMB: FIRE TRAINING BOOK		64.98			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		REIMB: FIRE TRAINING BOOK			101 4124-86020-000	TRAINING	64.98
		=== VENDOR TOTALS ===		64.98			
=====							
01-01049		BUREAU CRIMINAL APPREHEN.					
I-200809121378		3 BACKGROUND CHECKS		45.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		3 BACKGROUND CHECKS			201 4201-89000-000	MISCELLANEOUS	45.00
		=== VENDOR TOTALS ===		45.00			

PACKET: 00231 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
=====						
01-03025	COLIN CALLAHAN					
I-200809121370		REIMB: TOOLS FOR TRK REPAIR	94.44			
9/12/2008	APBNK	MANUAL CK# 073855 9/13/2008		1099: N		
		REIMB: TOOLS FOR TRK REPAIR		101 4132-87000-000	REPAIR EQUIPMENT	94.44
		=== VENDOR TOTALS ===	94.44			
=====						
01-03001	CAMPBELL KNUTSON					
I-200809121379		AUGUST/08 LEGALS	1,174.23			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		AUGUST/08 LEGALS		101 4114-80200-000	LEGAL FEES	1,174.23
		=== VENDOR TOTALS ===	1,174.23			
=====						
01-03089	CASH					
I-200809121376		FUEL AND STAPLERS	86.16			
9/12/2008	APBNK	MANUAL CK# 073809 9/05/2008		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	20.00
		2 STAPLERS		101 4112-70100-000	SUPPLIES	66.16
I-200809121382		<i>Election Judge Food</i>	95.63			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		<i>Election Judge Food</i>		101 4115-70100-000	SUPPLIES	18.40
		↓		101 4115-70100-000	SUPPLIES	28.23
				101 4115-70100-000	SUPPLIES	49.00
		=== VENDOR TOTALS ===	181.79			
=====						
01-06290	CITY OF ROSEVILLE					
I-0008931		SEPTEMBER/08 TECH SUPPORT	1,149.58			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		SEPTEMBER/08 TECH SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	1,149.58
		=== VENDOR TOTALS ===	1,149.58			
=====						
01-03122	CITY OF ST PAUL					
I-200809121365		ASPHALT MIX	533.03			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		ASPHALT MIX		601 4601-87200-000	SEWER LINE REPAIRS	266.52
		ASPHALT MIX		602 4602-87000-000	REPAIR EQUIPMENT/CATCH B	266.51
		=== VENDOR TOTALS ===	533.03			

PACKET: 00231 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
=====						
01-04084		FIRE EQUIPMENT SPECIALTIES				
I-5819		FIRE GLOVES	114.91			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		FIRE GLOVES		402 4402-91000-000	MACHINERY & EQUIPMENT	114.91
		=== VENDOR TOTALS ===	114.91			
=====						
01-05166		GRAINGER, W. W., INC.				
I-9725620349		STREET LIGHTS, SOAP, DISPENSE	525.81			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		LARP STREET LIGHTS		403 4403-91000-000	MACHINERY & EQUIPMENT	389.30
		SOAP & DISPENSER		101 4131-70110-000	SUPPLIES	136.51
I-9725620356		LINER	64.04			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		LINER		101 4131-70110-000	SUPPLIES	32.02
		LINER		101 4141-70100-000	SUPPLIES	32.02
		=== VENDOR TOTALS ===	589.85			
=====						
01-05137		HEALTHPARTNERS MEDICAL GP				
I-200809121368		MEDICAL EXAM FOR FIRE FIGHTER	256.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		MEDICAL EXAM FOR FIRE FIGHTER		101 4124-86200-000	MEDICAL EXAMINATIONS	256.00
		=== VENDOR TOTALS ===	256.00			
=====						
01-05646		M-R SIGN COMPANY INC				
I-153377		LARP STREET BANNERS	430.82			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		LARP STREET BANNERS		403 4403-91000-000	MACHINERY & EQUIPMENT	430.82
		=== VENDOR TOTALS ===	430.82			
=====						
01-05665		METROPOLITAN COUNCIL				
I-0000881215		OCTOBER/08 S.S.	36,383.81			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		OCTOBER/08 S.S.		601 4601-85060-000	METRO SEWER CHARGES	36,383.81
		=== VENDOR TOTALS ===	36,383.81			

PACKET: 00231 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
=====						
01-01002	JUSTIN MILLER					
I-200809121371		REIM EXCESS PERA WITHHOLDING	9.58			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		REIM EXCESS PERA WITHHOLDING		101 20200-000	ACCOUNTS PAYABLE	9.58
		=== VENDOR TOTALS ===	9.58			
=====						
01-07543	MN FALL EXPO					
I-200809121381		FEE TO ATTEND MN FALL EXPO	50.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		FEE TO ATTEND MN FALL EXPO		101 4132-86100-000	CONFERENCES/EDUCATION/AS	50.00
		=== VENDOR TOTALS ===	50.00			
=====						
01-05679	NELSON CHEESE/DELI					
I-200809121373		ELECTION JUDGE FOOD	125.38			
9/12/2008	APBNK	MANUAL CK# 073810 9/09/2008		1099: N		
		ELECTION JUDGE FOOD		101 4115-70100-000	SUPPLIES	125.38
		=== VENDOR TOTALS ===	125.38			
=====						
01-07263	NEXTEL COMMUNICATIONS, INC					
I-200809121369		CELL PHONE- FIRE DEPART	136.36			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		CELL PHONE- FIRE DEPART		101 4124-85015-000	CELL PHONE	136.36
		=== VENDOR TOTALS ===	136.36			
=====						
01-05115	ONE CALL CONCEPTS, INC					
I-8080477		LOCATES JULY/08	101.90			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		LOCATES JULY/08		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	101.90
		=== VENDOR TOTALS ===	101.90			
=====						
01-06065	OXYGEN SERVICE COMPANY					
I-3093469		MONTHLY RENTAL OF AIR TANKS	56.59			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		MONTHLY RENTAL OF AIR TANKS		101 4124-70100-000	SUPPLIES	56.59
		=== VENDOR TOTALS ===	56.59			

PACKET: 00231 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
=====						
01-06945	QWEST					
I-200809121364		LANDLINE TELEPHONE	165.47			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	165.47
		=== VENDOR TOTALS ===	165.47			
=====						
01-06441	SCOTT WEMYSS (PARTAGS)					
I-03-136		PAR TAGS FOR NEW MEMBER	26.35			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		PAR TAGS FOR NEW MEMBER		101 4124-70100-000	SUPPLIES	26.35
		=== VENDOR TOTALS ===	26.35			
=====						
01-05168	SOFTWARE HOUSE INTERNATIONAL					
I-200809121377		SOFTWARE OFFICE LICENSE	303.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		SOFTWARE OFFICE LICENSE		101 4116-85070-000	TECHNICAL SUPPORT	303.00
		=== VENDOR TOTALS ===	303.00			
=====						
01-06525	SUBURBAN ACE HARDWARE					
I-200809121363		SUPPLIES	60.26			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008		1099: N		
		CITY HALL FRONT DOOR REPAIRS		101 4131-87010-000	CITY HALL MAINTENANCE	1.24
		STATE FAIR SIGN MOUNTING		101 4131-70110-000	SUPPLIES	24.68
		SUPPLIES		602 4602-70200-000	SUPPLIES	30.09
				602 4602-70200-000	SUPPLIES	3.50
				602 4602-70200-000	SUPPLIES	0.75
		=== VENDOR TOTALS ===	60.26			
=====						
01-05165	TIM MCDEVITT					
I-200809121374		REFUND PARK RENTAL	43.25			
9/12/2008	APBNK	MANUAL CK# 073856 9/12/2008		1099: N		
		REFUND PARK RENTAL		101 34101-000	CITY FACILITY RENTAL	43.25
		=== VENDOR TOTALS ===	43.25			

PACKET: 00231 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
=====							
01-05170		TOM LYNCH ELECTRIC					
I-200809121380		STREET LIGHT REPAIRS		1,250.00			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		STREET LIGHT REPAIRS			101 4131-87010-000	CITY HALL MAINTENANCE	1,250.00
		=== VENDOR TOTALS ===		1,250.00			
=====							
01-06900		UNIFORMS UNLIMITED					
I-440128		YEARS OF SERVICE PINS		213.68			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		YEARS OF SERVICE PINS			101 4124-77000-000	CLOTHING	213.68
		=== VENDOR TOTALS ===		213.68			
=====							
01-06930		U.S. POSTMASTER					
I-200809121375		STAMPS		520.00			
9/12/2008	APBNK	MANUAL CK# 073808 9/05/2008			1099: N		
		10 ROLLS 42 CENTS			101 4112-70500-000	POSTAGE	420.00
		100 \$1 STAMPS			101 4112-70500-000	POSTAGE	100.00
		=== VENDOR TOTALS ===		520.00			
=====							
01-00878		US BANCORP					
I-200809121372		BLINDS, FOOD, AND MEETING EXP		529.76			
9/12/2008	APBNK	MANUAL CK# 073811 9/10/2008			1099: N		
		BLINDS FOR CONF ROOM			401 4401-90100-000	FURNITURE & EQUIPMENT	482.52
		RAMSEY CTY MEETING			101 4112-86100-000	CONFERENCES/EDUCATION/AS	25.62
		WORKSHOP FOOD			101 4111-70100-000	SUPPLIES	21.62
		=== VENDOR TOTALS ===		529.76			
=====							
01-07068		VIKING INDUSTRIAL CENTER					
I-3335		SIDEWALK REPLACEMENT		34.80			
9/12/2008	APBNK	DUE: 9/12/2008 DISC: 9/12/2008			1099: N		
		SIDEWALK REPLACEMENT			412 4412-92022-000	SIDEWALK PANELS	34.80
		=== VENDOR TOTALS ===		34.80			

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,262.22
01-1008	STACEY T KREUSER	1,331.42
01-1009	MELANIE M LEEHY	524.21
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,580.40
01-0040	KEVIN ANDERSON	10.64
01-0085	DANIEL S JOHNSON-POWERS	64.23
01-0087	MICHAEL A MCKAY	128.83
01-0101	DALE E HUFF	94.08
01-0106	SCOTT A TESCH	118.78
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSVEN	1,305.69
01-1143	COLIN B CALLAHAN	1,163.31

TOTAL PRINTED: 13 10,183.81

9-11-2008 2:53 PM

PAYROLL CHECK REGISTER

PAGE: 4

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 9/11/2008

*** REGISTER TOTALS ***

REGULAR CHECKS:	43	6,935.15
DIRECT DEPOSIT REGULAR CHECKS:	13	10,183.81
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	56	17,118.96

*** NO ERRORS FOUND ***

** END OF REPORT **

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 9/11/2008

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1136	OLSON, ROLAND O	R	9/11/2008	502.37	073812
1142	HERZOG, PATRICK J	R	9/11/2008	186.09	073813
1047	BEACH, MARGARETHA K	R	9/11/2008	64.13	073814
1048	FACE, KIM K	R	9/11/2008	108.00	073815
1049	FOSTER, HELEN B	R	9/11/2008	54.00	073816
1050	GILBERT, LAURA H	R	9/11/2008	55.69	073817
1051	GOODSPEED, BRIAN A	R	9/11/2008	74.25	073818
1052	HANSON, AMY C	R	9/11/2008	32.06	073819
1053	HAUPT, JONATHAN R	R	9/11/2008	8.44	073820
1054	PETERSON, R. KEVIN	R	9/11/2008	10.13	073821
1055	MONTAIN, BEVERLY J	R	9/11/2008	54.00	073822
1056	OLEARY, TERRENCE P	R	9/11/2008	62.44	073823
1057	OLEARY, BARBARA M	R	9/11/2008	65.81	073824
1058	PHILLIPS, PATRICIA	R	9/11/2008	57.38	073825
1059	ROSS, DIANE G	R	9/11/2008	64.13	073826
1062	OLSON, MANLEY E	R	9/11/2008	67.50	073827
1094	BALDWIN, KATHLEEN A	R	9/11/2008	55.69	073828
1099	DAVIS, RICE L	R	9/11/2008	64.13	073829
1104	PETERSON, MARY P	R	9/11/2008	119.63	073830
1109	MEYER, DELAINE E	R	9/11/2008	65.81	073831
1158	GRAHAM, STEVEN R	R	9/11/2008	114.19	073832
1197	GYURCI, VALETTA M	R	9/11/2008	64.13	073833
2024	SEIDEL, JOAN T	R	9/11/2008	64.13	073834
2027	HOWELL, ANDREA K	R	9/11/2008	99.69	073835
2	BURT, ANNE M	R	9/11/2008	57.38	073836
2	ZAHARIADES, LILY J	R	9/11/2008	45.56	073837
2143	CHRISTIANSSEN, RITA R	R	9/11/2008	54.00	073838
2155	BAILLEY, JUDITH A	R	9/11/2008	52.31	073839
0034	KURHAJETZ, CLEMENT	R	9/11/2008	290.23	073840
0066	HERNANDEZ, ALFRED	R	9/11/2008	158.50	073841
0074	ALLEN, MARK J	R	9/11/2008	104.02	073842
0095	POESCHL, MICHAEL J	R	9/11/2008	281.56	073843
0097	GAFFNEY, PATRICK	R	9/11/2008	104.02	073844
0104	VANN, VINCENT A	R	9/11/2008	237.00	073845
0105	FEHRENBACH, ANTON M	R	9/11/2008	159.87	073846
0112	LESKE, CHRIS M	R	9/11/2008	94.08	073847
0117	EISCHEN, RONALD B	R	9/11/2008	74.23	073848
0119	WICK, JEFFREY M	R	9/11/2008	108.86	073849
0120	HAWTHORNE, ROCHELLE L	R	9/11/2008	29.56	073850
0121	BIRCHEN, JESSICA L	R	9/11/2008	29.56	073851
2172	ARCAND, MICHAEL W	R	9/11/2008	9.92	073852
1030	PITTMAN, TIMOTHY J	R	9/11/2008	1,600.07	073853
1016	ABERNATHY, LISA A	R	9/11/2008	1,330.60	073854

total: 6,935.15



SEP 09 2008



September Statement for activity from Aug. 05, 2008 through Sep. 04, 2008
 CITY OF FALCON HEIGHT , JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545
 BUS 148 02 Page 1 of 2

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

Activity Summary

Previous Balance.....	\$240.74
Payments and Credits.....	\$240.74
Purchases, Advances & Other Debits	\$529.76
FINANCE CHARGES	\$0.00
New Balance	\$529.76

Credit and Payment Information

Credit Line	\$21,000.00
Available Credit.....	\$20,470.24
Minimum Payment Due (Current Month)...	\$10.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$10.00
Payment Due Date	Sep. 24, 2008

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$529.76 by 09/24/08. 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					
08/15	08/15	0187	PAYMENT THANK YOU.....	\$240.74 CR	-----
Purchases, Advances, Debits					
08/06	08/04	2667	JCPENNEY CATLG 9822 800-221-8019 KS.....	\$482.52	Cont Room Blinds
08/06	08/04	2091	CARIBOU COFFEE CO #112 ROSEVILLE MN	\$25.62	Pam co Miss Mtg coffee
08/08	08/07	2054	JIMMY JOHN'S - FALCON FALCON HEIGHT MN.....	\$21.62	Wkshp meals.....

Company Approval (This area for use by your company)

Signature/Approval: _____ Accounting Code: _____

Rate Summary

Balance Type	Balance By Type	Avg. Daily Balance	Daily Periodic Rate	Rate Type	Interest	Corresp APR	***APR*** This Period	Grace Period
BALANCE TRANSFER	\$0.00	\$0.00	0.034219%	VARIABLE	\$0.00	12.49%	0.00%	N
PURCHASES	\$529.76	\$0.00	0.034219%	VARIABLE	\$0.00	12.49%	0.00%	Y
ADVANCES	\$0.00	\$0.00	0.057506%	VARIABLE	\$0.00	20.99%	0.00%	N

Continued on Next Page

ITEM: **Human Rights Commission Appointment**

SUBMITTED BY: **Peter Lindstrom, Mayor**

Explanation:

Judy Connolly has applied to become a member of the Human Rights Commission, and her application follows.

Action Requested:

Approval of Connolly to Human Rights Commission

**CITY OF FALCON HEIGHTS
COMMISSION APPLICATION**

DATE: _____ 8/20/08 _____

NAME: _____ Judy Connolly _____

ADDRESS: _____

PHONE: (H) _____ (W) _____

EMAIL ADDRESS: _____

HOW LONG AT ABOVE ADDRESS? ____ 6 years _____

IN WHAT CAPACITY DO YOU WISH TO SERVE? _____
_____ member of Human Rights Commission _____

REASON YOU WISH TO SERVE ON ABOVE:

I believe that Falcon Heights' commitment to human rights – as evidenced by its standing commission on that topic – should be affirmed and supported. To keep our community healthy, we need to be responsive to needs related to the diversity in our community (age, ethnic background, sexual orientation, race, socio-economic level, religion, political convictions, etc.) by 1) noting emerging needs and calling forth community resources to address them and 2) cultivating an exemplary atmosphere of justice, dialogue, mutuality, and peace in our city.

PRIOR PUBLIC (OR RELATED) SERVICE:

I have been involved in civil rights activities, the Sanctuary Movement, and justice and peace groups in Texas, Arizona, and Illinois.

OTHER RELEVANT BACKGROUND (OR COMMENTS):

As chaplain at University of Minnesota Medical Center, Fairview, I frequently have opportunity to work with hospital staff to heighten awareness of and responsiveness to diversity within the hospital (represented by staff as well as patients and visitors). I also provide direct service to people who represent numerous diverse backgrounds.

ITEM: Approval of Joint Powers Agreement for GIS User Group

SUBMITTED BY: Deb Jones, Planning and Zoning Director

REVEIWD BY: Justin Miller, City Administrator

EXPLANATION:

Summary: The Ramsey County GIS Users Group is a joint-powers entity that works cooperatively with Ramsey County to provide geographical information system (GIS) information and mapping resources (such as digital orthographic photography) for its member cities. This collaborative organization saves the member cities money, allows cities to share data and technical resources, and provides valuable educational and networking resources for our employees.

The following are a few of the benefits to Falcon Heights provided by membership in the Ramsey County GIS User Group:

- Unlimited access to County parcel data for a fraction of the cost of an individual license with the County.
- Access to important new datasets that Falcon Heights could not afford alone, including Pictometry oblique aerial photos, recently upgraded street centerline data and new county walking and bike trail mapping
- Access to major data updates planned for 2009, including new high resolution aerial photography, ground contours and physical feature data, jointly funded by the User Group and Ramsey County
- Public online mapping website (<http://maps.metro-inet.us>) that gives a growing number of citizens, businesses and city staff direct browser access to property maps and other public information without specialized GIS software or expertise. This website is solely supported by member organization dues to the RCGIS.
- Participation in new collaborative projects, both County and Metro-wide, including a complete address point database for improved emergency dispatch and other business needs

The city first approved this JPA in 2000 and renewed in 2003 and 2006. The JPA is now being presented for renewal to all of the member cities, watershed districts and school districts.

ATTACHMENTS:

- Proposed Joint Powers Agreement among members of the Ramsey County Geographic Information Systems Users' Group

ACTION REQUESTED:

Approval

JOINT POWERS AGREEMENT

AMONG

MEMBERS OF THE RAMSEY COUNTY GEOGRAPHIC INFORMATION SYSTEMS USERS GROUP

This JOINT POWERS AGREEMENT (Agreement), which shall have an effective date of January 1, 2009, is entered into pursuant to the provisions of Minnesota Statutes Section 471.59 between _____ body politic and corporate under the laws of the State of Minnesota and other bodies politic and corporate under the laws of the State of Minnesota for the purposes of forming the Ramsey County Geographic Information System Users Group hereinafter referred to as the Users Group.

ARTICLE I. INTENT OF THIS AGREEMENT:

In 1995, an alliance was formed between public agencies interested in using Geographic Information Systems (GIS) and data created and maintained by Ramsey County. This agreement is intended to enable those parties who are part of the Users Group to be represented by the Users Group for the purposes of undertaking negotiations and transactions with Ramsey County and any other body politic.

ARTICLE II. DEFINITIONS:

Section 1. **Members** are deemed to be those local units of government, special purpose government units, local agencies and the Ramsey Conservation District who have executed this Joint Powers Agreement and have paid fees as provided in Article X.

Section 2. **Paying Affiliates** are those county, regional, state and federal agencies, local government organizations with regional jurisdiction, local government cooperative organizations, non-profit organizations and educational institutions with direct or indirect involvement in GIS activities that have paid fees as provided in Article X. Paying Affiliate membership must be approved by the Board. Paying Affiliates are nonvoting participants and are not eligible to serve on the Board.

Section 3. **Non-Paying Affiliates** are those representatives of county, regional, state and federal agencies, local government organizations with regional jurisdiction, local government cooperative organizations, non-profit organizations and educational institutions with direct or indirect involvement in GIS activities. Private sector entities who are contracted to perform GIS-related tasks for a Member can also join as a Non-Paying Affiliate. Regular Affiliate membership must be approved by the Board. Non-Paying Affiliates are non-voting participants are not eligible to serve on the Board, do not pay membership or fees as described in Article X, and are not entitled to data access and exchange detailed in this agreement.

ARTICLE III. USER GROUP STRUCTURE:

Section 1. The Users Group will be governed and managed by a Board of Directors (Board).

Section 2. One Director will represent each Member organization. Each Member organization shall appoint a Director to serve on the Board. An organization may also choose an alternative Director.

Section 3. The Board shall also have the following officers: a Chair, Vice Chair, Secretary and Treasurer.

Section 4. These officers are elected annually by the Board.

Section 5. These officers are undertaken on a voluntary basis without pay.

Section 6. A quorum will consist of at least a one-half attendance of full membership of the Board.

Section 7. Decisions will be made by majority of the quorum

ARTICLE IV. DUTIES OF THE BOARD OF DIRECTORS:

Section 1. The Board shall meet at least two times per year.

Section 2. The Board shall conduct an organizational meeting no later than 30 days after the effective date of this Agreement. The meeting will be called for the purposes of electing the officer positions of Chair, Vice Chair, Secretary and Treasurer. This meeting will allow the adoption of by-laws and other procedures governing the conduct of its meetings and its business as it deems appropriate. This meeting will also be called by the Board to determine the User Group Budget, review the operating procedures within this Agreement, and approve agreements with Ramsey County for the purposes of GIS data exchange, data access, data delivery and the updating of physical features.

Section 3. The Board shall approve and adopt the formula for the distribution of costs associated with access to Ramsey County GIS data and for the updating of physical features. This formula shall be reviewed annually by the Board.

Section 4. The Board shall arrange for and facilitate regular meetings of the User Group and for User Group activities.

Section 5. The Chair presides at meetings of the Board. The Vice Chair will preside in the absence of the Chair. The Secretary is responsible for recording the proceedings of the Board and communicating these proceedings to all Member organizations. The Treasurer is responsible for the funds and financial records of the Board.

Section 6. The Chair and the Treasurer must sign vouchers or orders disbursing funds of the Users Group. Disbursement will be made in the method prescribed by law for statutory cities.

Section 7. The Board may take such actions as it deems necessary and convenient to accomplish the general purposes of this Agreement.

Section 8. The Board shall purchase liability insurance on behalf of the Users Group to insure against liability of the Users Group and its constituent Members.

Section 9. The Board may:

- (i) enter into contracts to carry out its powers and duties, in full compliance with any competitive bidding requirements imposed by State or local law.
- (ii) provide for the prosecution, defense, or other participation in proceedings at law or in equity in which it may have an interest;
- (iii) employ such persons as it deems necessary on a part-time, full-time or consultancy basis;
- (iv) purchase, hold or dispose of real and personal property;
- (v) contract for space, commodities or personal services with a Member or group of Members;
- (vi) accept gifts, apply for and use grants or loans of money or other property from the state, the United States of America, and from other government units and may enter into agreements in connection therewith and hold, use and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto.
- (vii) appoint a fiscal agent;

ARTICLE V. NEW MEMBERS:

Section 1. Those units of government who are not part of this initial Agreement may join as Members of the Users Group at any time.

Section 2. To become a Member, a local unit of government shall adopt a resolution and shall sign the current Agreement.

Section 3. The New Members and Paying Affiliates will pay the current one-time membership fee and the data exchange fee due for the year in which the new Member is joining as set by the Board in Article IV, Section 4, as calculated by the current formula. Fees will not be pro-rated for new Members who join after January 1 of each year.

ARTICLE VI. GIS DATA TO BE SUPPLIED BY RAMSEY COUNTY:

Section 1. It is the intent of this Agreement that the Users Group will negotiate an agreement with Ramsey County for the exchange of County GIS Data with Members and Paying Affiliates at a preferential fee structure. A component of the fees will apply to the maintenance of digital physical features from aerial photography captured County-wide on a three year basis.

Section 2. The GIS Data should consist of the following components:

- (i) The Ramsey County Digital Base Map as generated and maintained by the County.
- (ii) The Ramsey County Attribute Data Base as generated and maintained by the County.
- (iii) The Physical Features File as generated and maintained by the County.

Section 3. The Board will negotiate on behalf of the Members and Paying Affiliates for the cost and method of access to this data. Prior to each annual payment to Ramsey County, the Board shall determine whether it is satisfied with the content, accuracy and timeliness of the data provided to date and make a determination if further payment shall be made.

ARTICLE VII. GIS DATA TO BE EXCHANGED AS PART OF THIS AGREEMENT:

Section 1. Members agree to exchange any GIS data with Ramsey County and with any requesting Member for the requesting parties own use where that GIS data has been in some way derived and developed from the County GIS Data as a result of this Agreement or future agreements between the Users Group and Ramsey County. Members agree to exchange with Ramsey County and with any other Member, any attribute data that it has created and maintained where that data can be associated to a parcel using a parcel identifier. Members also agree to exchange any building permit data deemed by Ramsey County as necessary for the identification of future physical feature data base updates.

Section 2. The Board will negotiate with Ramsey County on behalf of the Members in all matters deemed necessary relating to supply of GIS data generated by a Member.

Section 3. Any costs associated with a Member supplying data to Ramsey County or to any other Member shall be for access and delivery of that data only and not for any costs associated with the development of that data.

ARTICLE VIII. DATA ACCESS AND USAGE:

Section 1. All Members and Paying Affiliates shall have equal rights to access Ramsey County GIS Data.

Section 2. Data generated by Ramsey County and provided to Members and Paying Affiliates may not be sold in its original form to third party agencies. However, a Member or Paying Affiliate may allow use of the original data by a third party for specific contracted purposes.

Section 3. Data which results from enhancement by a Member or Paying Affiliate of Ramsey County GIS Data, received pursuant to this Agreement, may be sold or exchanged to a third party.

Section 4. All Members and Paying Affiliates will adhere to future Users Group license agreements for County or other agency GIS data.

ARTICLE IX. DATA SECURITY:

All Members and Paying Affiliates of the Users Group agree to abide by the data privacy and data security standards of the supplying agency when using data made available by that agency.

ARTICLE X. FINANCIAL MATTERS:

Section 1. The fiscal year of the Users Group is the calendar year.

Section 2. The Board shall adopt an initial budget and must thereafter adopt an annual budget prior to July 1 of each year for each succeeding year. The Board will give an opportunity to each Member to comment or object to the proposed budget before adoption. Notice of the adopted budget must be mailed promptly thereafter to the chief administrative officer of each Member organization.

Section 3. Operational costs shall be shared according to a method agreed upon by majority decision of the Board of Directors. The costs could be met by membership fees. These costs could include Users Group administrative costs, purchase of liability insurance and others as appropriate.

Section 4. **Membership Fee:** New Members and new Paying Affiliates shall pay a one-time membership fee of \$500 to the Users Group for the calendar year 2009. The amount of this fee shall be reviewed and set annually by the Board of Directors for new Members and new Paying Affiliates.

Section 5. **Data Access and Physical Features Maintenance Fee:** Members and Paying Affiliates shall commit to a three-year payment of data access and physical features maintenance fees, except where a one-year limitation is imposed by State Statutes. Ramsey County will charge the Users Group on an annual basis for unlimited access to the Ramsey County GIS Data. This fee will be paid to Ramsey County by the Users Group on behalf of the Members and Paying Affiliates on an annual basis. The amount to be paid by each Member and Paying Affiliates will be determined by the Board and will be reviewed annually.

Section 6. **Special Projects Assessments:** Members and Paying Affiliates who wish to enter into special projects and consultations shall present proposals to the Board for review. Examples of special projects could be cooperative training or consortium purchase of software. Upon approval by the Board, those Members and Paying Affiliates who are part of the project will be assessed to meet the cost of the project.

Section 7. Billings to the Members and Paying Affiliates are due and payable no later than 60 days after the receipt of the annual invoice. In the event of a dispute as to the amount of a billing, a Member or Paying Affiliate must nevertheless make payment as billed to preserve membership status. The Member or Paying Affiliate may make payment subject to its right to dispute the bill and exercise any remedies available to it. Failure to pay a billing within 60 days results in suspension of voting privileges of the Member Director. Failure to pay a billing within 120 days is grounds for termination of membership, but the Users Group rights to receive payment are not affected by the termination of membership.

ARTICLE XI. TERM

Section 1. This Agreement shall be in force through December 31, 2012, or until superseded by another agreement.

Section 2. Based on the annual review of the operating procedures within the Agreement conducted by the Board, a new Agreement will be developed and circulated at least three months prior to December 31, 2012 and be agreed upon and signed on or before December 31, 2012.

ARTICLE XII. TERMINATION:

Each Member or Paying Affiliate shall have the right to terminate its membership and participation in the Users Group with or without cause by formal resolution of the Member's or Paying Affiliate's organization and communicated to the Board in writing. However, the Member or Paying Affiliate is still obligated to its financial commitments for the year during which termination of membership occurs.

These commitments include:

- (i) any balance of the Data Access/Physical Features Maintenance Fee. This commitment applies to all Members and Paying Affiliates.
- (ii) any balance owing on Special Projects Assessments. This commitment applies to Members and Paying Affiliates which have entered into any special project agreement(s). Termination of membership prior to expiration of the Agreement shall make a local unit of government ineligible to re-join as a Member or Paying Affiliate under the current Agreement.

ARTICLE XIII. DISSOLUTION:

Section 1. The Users Group may be dissolved by a two-thirds vote of its Members in good standing. Dissolution is mandatory when the Secretary has received certified copies of resolutions adopted by the governing bodies of the required Members requesting dissolution of the Users Group.

Section 2. In the event of a dissolution, the Board must determine the measures necessary to effect the dissolution and must provide for the taking of such measures as promptly as circumstances permit, subject to the provisions of this agreement and law.

Section 3. In the event of dissolution, following the payment of all outstanding obligations, assets of the Users Group will be distributed among the then existing Members and Paying Affiliates in direct proportion to their cumulative annual contributions. If those obligations exceed the assets of the Users Group, the net deficit of the Users Group will be charged to and paid by the then existing Members and Paying Affiliates in direct proportion to their cumulative annual contributions.

ARTICLE XIV. ACCESS TO DOCUMENTS:

Until the expiration of three years after this Agreement terminates, the Users Group shall make available to the Member organizations and to the State Auditor, a copy of this Agreement and books, documents, accounting procedures and practices of the Users Group relating to this Agreement.

ARTICLE XV. HOLD HARMLESS:

Section 1. Each Member or Paying Affiliate agrees to defend, indemnify and hold the other Members or Paying Affiliates harmless from any claims, demands, actions or causes of action, including reasonable attorneys fees, against or incurred by such other Members or Paying Affiliates, for injury to, death of, or damage to the property of any third person or persons, arising out of any act or omission on the part of the indemnifying Member or Paying Affiliate or any of its agents, servants or employees in the performance of or with relation to any of the work or services provided by Members or Paying Affiliates under the terms of this Agreement.

Section 2. Nothing in this Agreement shall constitute a waiver by either Members or Paying Affiliates or the Users Group of any limitation of liability under Minnesota Statutes Chapter 466.

Section 3. Under no circumstances, however, shall a member or Paying Affiliate be required to pay on behalf of itself and other Members or Paying Affiliates, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one Member or Paying Affiliate. The limits of liability for some or all of the Members or Paying Affiliates may not be added together to determine the maximum amount of liability for any Member or Paying Affiliate.

SECTION XVI. EQUAL EMPLOYMENT OPPORTUNITY:

Section 1. The Members and Paying Affiliates and the Users Group agree to comply with all federal, state and local laws, resolutions, ordinances, rules, regulations and executive orders pertaining to unlawful discrimination on account of race, color, creed, religion, national origin, sex, sexual preference, marital status, status with regard to public assistance, disability or age.

Section 2. When required by law and requested by the other party, the Users Group shall furnish a written affirmative action plan to the Members and Paying Affiliates.

SECTION XVII. DATA PRACTICES:

Section 1. All data collected, created, received, maintained or disseminated for any purpose in the course of either the Member's or Paying Affiliate's or the Users Group's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, and rules adopted to implement the Act.

Section 2. The Members and Paying Affiliates and the Users Group agree to abide strictly by these statutes, rules and regulations.

IN WITNESS WHEREOF the parties have caused this Agreement to be executed on this ____ day of _____,
_____.

ORGANIZATION _____
Approved:

By: _____
(Mayor / Chair / President)

By: _____
(City Manager / Administrator)

DESIGNATED DIRECTOR TO REPRESENT ORGANIZATION:

Name: _____

Phone: _____

Email: _____

ALTERNATE DIRECTOR (IF APPLICABLE):

Name: _____

Phone: _____

Email: _____

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.

- Craig LaBelle Plumbing
- Adam's Anytime Plumbing & Water Heaters LLC

ITEM: Sanitary Sewer Chemical Root Control

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

EXPLANATION:

In 2007, the City of Falcon Heights had the sanitary sewer system cleaned and televised. After reviewing the video, staff rated the root intrusions as light, medium or heavy.

The Northhome and Northeast sections of Falcon Heights are the most affected areas with 10,052 feet of roots with a heavy rating.

Chemical treatment is used to kill the roots that are penetrating into the joints, which cause possible blockages and damage to the system. A comprehensive root control program is a key element in maintaining a sewer system, and a chemical root-control program can not only eliminate root problems, but has a significant impact on other aspects of system maintenance.

Quotes were received for this service by the following companies:

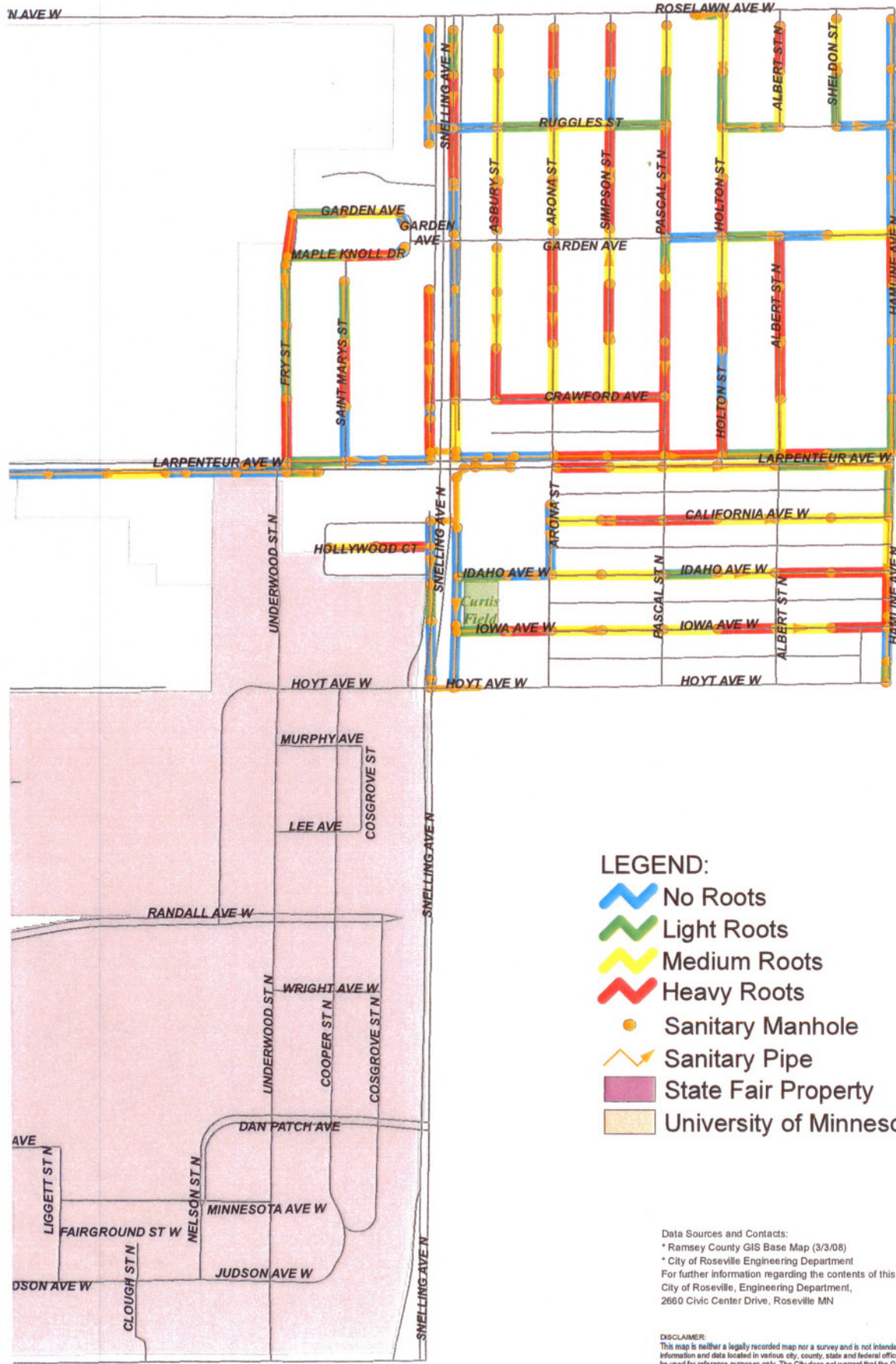
Dukes Root Control Inc.	\$14,876.96
Infratech Technologies Inc.	\$15,498.00
Midwest Trenchless Technologies Inc.	\$16,083.00

ATTACHMENTS:

A color-coded map of the areas to be treated.

ACTION REQUESTED:

Approval of contract with Duke's Root Control Inc.



LEGEND:

-  No Roots
-  Light Roots
-  Medium Roots
-  Heavy Roots
-  Sanitary Manhole
-  Sanitary Pipe
-  State Fair Property
-  University of Minnesota Property

Data Sources and Contacts:
 * Ramsey County GIS Base Map (3/3/08)
 * City of Roseville Engineering Department
 For further information regarding the contents of this map contact:
 City of Roseville, Engineering Department,
 2660 Civic Center Drive, Roseville MN

DISCLAIMER:
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