

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

AGENDA
April 22, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: April 8, 2009 **TAB 1**
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 4/16/09: \$70,467.44 **TAB 2**
Payroll through 4/16/09: \$14,064.92
 - 2. City License Renewal **TAB 3**
 - 3. Change of Law Firm for Prosecuting Attorneys **TAB 4**
 - 4. Rain Barrel Program Grant Application **TAB 5**
- G. POLICY ITEMS
- 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
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

AGENDA
April 8, 2009

- A. CALL TO ORDER: 7:15 PM
- B. ROLL CALL: LINDSTROM __X__ HARRIS __X__ KUETTEL __AB__
 LONG __AB__ MERCER-TAYLOR __X__
 MILLER __X__
- C. PRESENTATIONS: None
- D. APPROVAL OF MINUTES: March 25, 2009 APPROVED
- F. PUBLIC HEARINGS:

- F. CONSENT AGENDA: MERCER-TAYLOR MOVED APPROVAL 3:0
 - 1. General Disbursements through 4/1/09: \$77,367.17
Payroll through 3/27/09: \$14,707.21
 - 2. Sale of Sewer Jetter to the City of Lauderdale
 - 3. Approval of plans and specifications and authorization of bids for 2009
Pavement Management Plan
 - 4. City License Renewal

- G: POLICY ITEMS
 - 1. Garages in R-4 properties with alleys HARRIS MOVED APPROVAL 3:0
 - 2. Larpenteur Ave Streetscape Design Services Agreement - Phase II HARRIS MOVED
APPROVAL 3:0
 - 3. Dogs in the Parks Trial Guidelines MERCER-TAYLOR MOVED APPROVAL 3:0

- K. INFORMATION/ANNOUNCEMENTS:
- L. COMMUNITY FORUM:
- M. ADJOURNMENT: ADJOURNED AT 7:45PM

ITEM: **General Disbursements and Payroll**

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

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

EXPLANATION:

General Disbursements through 4/16/09: \$70,467.44

Payroll through 4/16/09: \$14,064.92

ATTACHMENTS:

General disbursements and payroll

ACTION REQUESTED:

Approval

PACKET: 00302 Payable April 2-April15

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
=====						
01-00142		ACTION IMPRINTS				

I-31221		SWEATSHIRTS & T-SHIRTS	312.30			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		SWEATSHIRTS & T-SHIRTS		101 4132-77000-000	CLOTHING	312.30
		=== VENDOR TOTALS ===	312.30			
=====						
01-00255		AMERICAN OFFICE PRODUCTS				

I-99866		MARKERS AND NOTEBOOKS	20.34			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		MARKERS AND NOTEBOOKS		101 4112-70100-000	SUPPLIES	20.34

I-99867		NOTEBOOKS	6.18			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		NOTEBOOKS		101 4112-70100-000	SUPPLIES	6.18

I-99884		TONER CARTRIDGE	106.74			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		TONER CARTRIDGE		101 4112-70100-000	SUPPLIES	106.74
		=== VENDOR TOTALS ===	133.26			
=====						
01-00250		AMERIPRIDE LINEN&APPAREL				

I-1000149013		LINEN CLEANING	35.35			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		LINEN CLEANING		101 4124-77000-000	CLOTHING	35.35
		=== VENDOR TOTALS ===	35.35			
=====						
01-03001		CAMPBELL KNUTSON				

I-200904081738		MARCH/09 LEGALS	614.88			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		MARCH/09 LEGALS		101 4114-80200-000	LEGAL FEES	614.88
		=== VENDOR TOTALS ===	614.88			
=====						
01-03123		CINTAS CORPORATION #470				

I-470265759		RUG SERVICE	39.47			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		RUG SERVICE		101 4131-87010-000	CITY HALL MAINTENANCE	39.47
		=== VENDOR TOTALS ===	39.47			

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DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-06290 CITY OF ROSEVILLE

I-0009487		APRIL PHONE SERVICES	354.09			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		APRIL PHONE SERVICES		101 4116-85010-000	TELEPHONE	354.09

I-0009505		APRIL/09 TECH SUPPORT	1,189.42			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		APRIL/09 TECH SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42

=== VENDOR TOTALS === 1,543.51

01-03300 DISCOUNT STEEL, INC

I-01521809		STEEL TUBING	354.43			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		STEEL TUBING		101 4132-70120-000	SUPPLIES	354.43

=== VENDOR TOTALS === 354.43

01-04055 FACTORY MOTOR PARTS COMPANY

I-41-160897		SHOP SUPPLIES	14.65			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	14.65

=== VENDOR TOTALS === 14.65

01-04084 FIRE EQUIPMENT SPECIALTIES

I-200904161748		RESCUE TRAINING DUMMY	782.78			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		RESCUE TRAINING DUMMY		101 4124-86020-000	TRAINING	782.78

=== VENDOR TOTALS === 782.78

01-05063 PATRICK GAFFNEY

I-200904081731		REIMB MILEAGE	99.00			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		REIMB MILEAGE		101 4124-86010-000	MILEAGE	99.00

=== VENDOR TOTALS === 99.00

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05115	GOPHER STATE ONE CALL					
I-9030488		MARCH/09 LOCATES	26.10			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		MARCH/09 LOCATES		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE	26.10
		=== VENDOR TOTALS ===	26.10			
=====						
01-05166	GRAINGER, W. W., INC.					
I-9876022691		ROLL TOWELS	67.35			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		ROLL TOWELS		101 4131-70110-000	SUPPLIES	67.35
		=== VENDOR TOTALS ===	67.35			
=====						
01-05137	HEALTHPARTNERS MEDICAL GP					
I-300004390		HEP B VACINATIONS	126.00			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		HEP B VACINATIONS		101 4124-86200-000	MEDICAL EXAMINATIONS	126.00
		=== VENDOR TOTALS ===	126.00			
=====						
01-05210	HEIDI FAHNING					
I-200904061726		CANCELED RENTAL	81.75			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		CANCELED RENTAL		101 34101-000	CITY FACILITY RENTAL	81.75
		=== VENDOR TOTALS ===	81.75			
=====						
01-07276	HUGHES & COSTELLO					
I-200904081737		APRIL/09 PROSECUTIONS	2,900.61			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		APRIL/09 PROSECUTIONS		101 4123-80200-000	LEGAL FEES	2,900.61
		=== VENDOR TOTALS ===	2,900.61			
=====						
01-05213	KARSTEN KNUDSEN					
I-200904161746		REFUND	50.00			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		REFUND		201 34340-000	NON-RESIDENT FEE	50.00
		=== VENDOR TOTALS ===	50.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03255	KEEPRS, INC.					
I-115025-01		NAME TAGS	20.21			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		NAME TAGS		101 4124-77000-000	CLOTHING	20.21
=====						
I-200904061730		UNIFORM FOR CHRIS RADIC	473.95			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		UNIFORM FOR CHRIS RADIC		101 4124-77000-000	CLOTHING	473.95
		=== VENDOR TOTALS ===	494.16			
=====						
01-05466	LANDS'END BUSINESS OUTFIT					
I-7470947		SHIRTS WITH CITY LOGO	69.35			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		SHIRTS WITH CITY LOGO		101 4132-77000-000	CLOTHING	69.35
		=== VENDOR TOTALS ===	69.35			
=====						
01-05510	LEAGUE OF MN CITIES					
I-129160		LOSS CONTROL WORKSHOP	20.00			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		LOSS CONTROL WORKSHOP		101 4124-86020-000	TRAINING	20.00
=====						
I-129903		JOINT LEGISLATIVE CONFERENCE	80.00			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		JOINT LEGISLATIVE CONFERENCE		101 4111-86100-000	CONFERENCES/EDUCATION/TR	80.00
		=== VENDOR TOTALS ===	100.00			
=====						
01-07272	LILLIE SUBURBAN NEWSPAPER					
I-200904081732		NOTICE-GARAGE REQ & IMPROV	33.25			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		NOTICE-GARAGE REQ & IMPROV		101 4111-70410-000	LEGAL NOTICES	33.25
		=== VENDOR TOTALS ===	33.25			
=====						
01-05178	LUTHER-NORTH COUNTRY					
I-200904061727		SWITCH F-350	75.58			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		SWITCH F-350		101 4132-87011-000	REPAIR PICKUP TRUCK	75.58
		=== VENDOR TOTALS ===	75.58			

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=====							
01-05212	MELINDA MCKAY						
I-200904061729		REFUND	30.00				
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N			
		REFUND		201 34310-000	RECREATION FEES		30.00
=== VENDOR TOTALS ===			30.00				

=====							
01-05665	METROPOLITAN COUNCIL						
I-896051		MAY/09 S.S.	37,543.37				
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N			
		MAY/09 S.S.		601 4601-85060-000	METRO SEWER CHARGES		37,543.37
=== VENDOR TOTALS ===			37,543.37				

=====							
01-05585	METROPOLITAN AREA MANAGEMENT A						
I-200904161747		MEETING EXPENSE	25.00				
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N			
		MEETING EXPENSE		101 4112-86100-000	CONFERENCES/EDUCATION/AS		25.00
=== VENDOR TOTALS ===			25.00				

=====							
01-05211	MICHAEL KAASE						
I-200904061724		REFUND	30.00				
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N			
		REFUND		201 34340-000	NON-RESIDENT FEE		30.00
=== VENDOR TOTALS ===			30.00				

=====							
01-05730	MINNEAPOLIS PAPER COMPANY						
I-143228		COPY/LASER PAPER	48.03				
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N			
		COPY/LASER PAPER		101 4112-70100-000	SUPPLIES		48.03
=== VENDOR TOTALS ===			48.03				

=====							
01-05796	MN DEPT OF LABOR & INDUSTRY						
I-200904131740		1ST QTR SURCHARGES	49.41				
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N			
		1ST QTR SURCHARGES		101 20801-000	DUE TO OTHER GOVERNMENTS		49.41
=== VENDOR TOTALS ===			49.41				

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06448	NXTEC SALES GROUP INC					
I-SI200910275		5 SAFETY VESTS	108.62			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		5 SAFETY VESTS		101 4132-77000-000	CLOTHING	108.62
		=== VENDOR TOTALS ===	108.62			
=====						
01-06024	ON SITE SANITATION					
I-A359294		PORTABLE TOILET- COMM PARK	63.90			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		PORTABLE TOILET- COMM PARK		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
I-A359369		PORTABLE TIOLET- CURTIS FIELD	63.90			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		PORTABLE TIOLET- CURTIS FIELD		601 4601-85080-000	PORTABLE TOILET PARKS	63.90
		=== VENDOR TOTALS ===	127.80			
=====						
01-06054	ORCHARD TRUST COMPANY					
I-200904061725		DEF COMP LISA	200.00			
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N		
		MARCH/09 DEF COMP LISA		101 21709-000	OTHER PAYABLE	100.00
		APRIL/09 DEF COMP LISA		101 21709-000	OTHER PAYABLE	100.00
		=== VENDOR TOTALS ===	200.00			
=====						
01-06065	OXYGEN SERVICE COMPANY					
I-03110388		AIR TANK RENTALS	56.59			
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N		
		AIR TANK RENTALS		101 4124-70100-000	SUPPLIES	56.59
		=== VENDOR TOTALS ===	56.59			
=====						
01-06115	TIMOTHY PITTMAN					
I-200904161749		MILEAGE REIMB	88.55			
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N		
		MILEAGE REIMB		204 4204-89000-000	MISCELLANEOUS	51.15
		MILEAGE REIMB		101 4132-86101-000	MILEAGE	37.40
		=== VENDOR TOTALS ===	88.55			

A/P Regular Open Item Register

4/16/2009 1:07 PM

ACCOUNT: 00302 Payable April 2-April15

ENDORSEMENT: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUPLICATE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #			
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====						
1-06945	QWEST					
I-200904081733		58.00				
4/08/2009	APBNK		1099: N			
			601 4601-85011-000	TELEPHONE - LANDLINE		58.00
I-200904161750		57.91				
4/06/2009	APBNK		1099: N			
			101 4141-85011-000	TELEPHONE - LANDLINE		57.91
		=== VENDOR TOTALS ===	115.91			
=====						
01-06185	RAMSEY COUNTY					
I-EMCOM-000494		161.28				
4/06/2009	APBNK		1099: N			
			101 4124-86800-000	RADIO MESB/FLEET SUPPORT		161.28
I-PRRLG-000756		95.00				
4/06/2009	APBNK		1099: N			
			101 4113-70100-000	SUPPLIES		30.00
			101 4113-70100-000	SUPPLIES		65.00
I-PUBW-9354		588.70				
4/16/2009	APBNK		1099: N			
			101 4132-83030-000	SNOW REMOVAL		588.70
I-RISK-001238		6,566.48				
4/06/2009	APBNK		1099: N			
			101 4112-89000-000	MISCELLANEOUS		6,566.48
		=== VENDOR TOTALS ===	7,411.46			
=====						
01-06386	S & S TREE SPECIALISTS IN					
I-27488		305.38				
4/16/2009	APBNK		1099: N			
			419 4419-85000-000	TREE REMOVAL		305.38
		=== VENDOR TOTALS ===	305.38			
=====						
01-06301	SAMS CLUB DISCOVER CARD					
I-200904161743		257.79				
4/16/2009	APBNK		1099: N			
			101 4131-70110-000	SUPPLIES		73.54
			101 4141-70100-000	SUPPLIES		22.71
			101 4132-70120-000	SUPPLIES		70.00
			101 4131-87010-000	CITY HALL MAINTENANCE		91.54
		=== VENDOR TOTALS ===	257.79			

A/P Regular Open Item Register

/16/2009 1:07 PM

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
1-06415	SCHARBER & SONS						
I-1019298		SNOW BLOWER WEAR SHOES	183.14				
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N			
		SNOW BLOWER WEAR SHOES		101 4132-87000-000	REPAIR EQUIPMENT		183.14
		=== VENDOR TOTALS ===	183.14				
=====							
1-06525	SUBURBAN ACE HARDWARE						
I-200904161742		SUPPLIES	143.13				
4/16/2009	APBNK	MANUAL CK# 074705 4/10/2009		1099: N			
		SPRAY PAINT/BOLTS/DRILL BITS		101 4131-70110-000	SUPPLIES		51.12
		3 RAKES AND SPARE HANDLE		101 4132-70120-000	SUPPLIES		61.73
		4 HINGES & SPRAY INTRED		101 4132-70120-000	SUPPLIES		30.28
		=== VENDOR TOTALS ===	143.13				
=====							
01-06930	U.S. POSTMASTER						
I-200904161744		20 ROLLS OF 42 CENT STAMPS	840.00				
4/16/2009	APBNK	DUE: 4/16/2009 DISC: 4/16/2009		1099: N			
		20 ROLLS OF 42 CENT STAMPS		101 4112-70500-000	POSTAGE		840.00
		=== VENDOR TOTALS ===	840.00				
=====							
01-00878	US BANCORP						
I-200904161741		US BANCORP	54.08				
4/16/2009	APBNK	MANUAL CK# 074704 4/09/2009		1099: N			
		KWONG PLAQUE		101 4111-70100-000	SUPPLIES		12.00
		WORKSHOP FOOD		101 4111-70100-000	SUPPLIES		17.08
		EMAIL LISTSERVE AWARD		101 4116-70100-000	SUPPLIES		25.00
		=== VENDOR TOTALS ===	54.08				
=====							
01-07901	WASTE MANAGEMENT- BLAINE						
I-200904061728		APRIL/09 COMMERCIAL	682.25				
4/06/2009	APBNK	DUE: 4/06/2009 DISC: 4/06/2009		1099: N			
		APRIL/09 COMMERCIAL		206 4206-82030-000	RECYCLING CONTRACTS		682.25
I-200904081735		APRIL/09 RESIDENTIAL RECYCLE	1,858.45				
4/08/2009	APBNK	DUE: 4/08/2009 DISC: 4/08/2009		1099: N			
		APRIL/09 RESIDENTIAL RECYCLE		206 4206-82030-000	RECYCLING CONTRACTS		1,858.45
		=== VENDOR TOTALS ===	2,540.70				



April Statement for activity from Mar. 05, 2009 through Apr. 03, 2009
 CITY OF FALCON HEIGHT , JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545
 BUS 78 02 Page 1 of 2

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

Account: [REDACTED]

Activity Summary

Previous Balance.....	\$842.46
Payments and Credits.....	\$842.46
Purchases, Advances & Other Debits	\$54.08
FINANCE CHARGES	\$0.00
New Balance	\$54.08

Credit and Payment Information

Credit Line	\$21,000.00
Available Credit.....	\$20,945.92
Minimum Payment Due (Current Month)...	\$10.00
Minimum Payment Due (Past Due)	\$0.00
Total New Minimum Payment Due	\$10.00
Payment Due Date	Apr. 23, 2009

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$54.08 by 04/23/09. 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					
03/18	03/18	0238	PAYMENT THANK YOU.....	\$842.46	CR -----
Purchases, Advances, Debits					
03/25	03/23	9527	AWARDS BY HAMMOND INC ST PAUL MN.....	\$12.00	<i>Kuony Plaque</i> ---
04/02	04/01	0197	FALCON HEIGHTS GAS & C FALCON HEIGHT MN.....	\$25.00	<i>casino award</i> ---
04/03	04/02	3620	JIMMY JOHN'S - FALCON FALCON HEIGHT MN.....	\$17.08	<i>wkly meals</i> ---

Company Approval (This area for use by your company)

Signature/Approval: JKM 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	0.029424%	VARIABLE	\$0.00	10.74%	0.00%	N
PURCHASES	\$54.08	\$0.00	0.029424%	VARIABLE	\$0.00	10.74%	0.00%	Y
ADVANCES	\$0.00	\$0.00	0.057506%	VARIABLE	\$0.00	20.99%	0.00%	N

Continued on Next Page

***** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 4/15/2009
DIRECT DEPOSIT EFFECTIVE DATE 4/13/2009

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,454.49
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,619.43
01-0040	KEVIN ANDERSON	112.69
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,414.84
01-1143	COLIN B CALLAHAN	980.59

TOTAL PRINTED: 7 8,182.04

4-13-2009 2:13 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 4/13/2009

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1016	ABERNATHY, LISA A	R	4/13/2009	1,391.57	074706
1136	OLSON, ROLAND O	R	4/13/2009	500.00	074707
1142	HERZOG, PATRICK J	R	4/13/2009	221.94	074708
1030	PITTMAN, TIMOTHY J	R	4/13/2009	1,647.96	074709
1121	RAJCIC, KAREN E	R	4/13/2009	207.79	074710
1164	MILLER, ALLISON	R	4/13/2009	62.33	074711
1173	EWAN, EMILY N	R	4/13/2009	166.23	074712
1174	SAGEHORN, MATT J	R	4/13/2009	259.04	074713

4-13-2009 PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 4
PAYROLL DATE: 4/13/2009

*** REGISTER TOTALS ***

REGULAR CHECKS:	8	4,456.86
DIRECT DEPOSIT REGULAR CHECKS:	7	8,182.04
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	15	12,638.90

*** NO ERRORS FOUND ***

* END OF REPORT **

***** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 4/16/2009
DIRECT DEPOSIT EFFECTIVE DATE 4/16/2009

EMP #	NAME	AMOUNT
01-0040	KEVIN ANDERSON	10.64
01-0085	DANIEL S JOHNSON-POWERS	85.71
01-0087	MICHAEL A MCKAY	103.66
01-0101	DALE E HUFF	142.45
01-0106	SCOTT A TESCH	14.78
01-0121	JESSICA L ADAMS	102.22

TOTAL PRINTED: 6 459.46

4-16-2009 4:11 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 4/16/2009

IP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
34	KURHAJETZ, CLEMENT	R	4/16/2009	108.52	074754
66	HERNANDEZ, ALFRED	R	4/16/2009	58.80	074755
74	ALLEN, MARK J	R	4/16/2009	83.80	074756
86	HINRICHS, RICHARD H	R	4/16/2009	64.18	074757
95	POESCHL, MICHAEL J	R	4/16/2009	93.74	074758
97	GAFFNEY, PATRICK	R	4/16/2009	113.59	074759
04	VANN, VINCENT A	R	4/16/2009	24.70	074760
05	FEHRENBACH, ANTON M	R	4/16/2009	108.09	074761
12	LESKE, CHRIS M	R	4/16/2009	29.56	074762
17	EISCHEN, RONALD B	R	4/16/2009	59.10	074763
19	WICK, JEFFREY M	R	4/16/2009	99.97	074764
20	HAWTHORNE, ROCHELLE L	R	4/16/2009	9.92	074765
22	RADIC, CHRISTOPHER M	R	4/16/2009	102.67	074766
72	ARCAND, MICHAEL W	R	4/16/2009	9.92	074767

4-16-2009 4:11 PM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 4
PAYROLL DATE: 4/16/2009

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	966.56
DIRECT DEPOSIT REGULAR CHECKS:	6	459.46
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	20	1,426.02

*** NO ERRORS FOUND ***

END OF REPORT **

ITEM: **City License Renewals**

SUBMITTED BY: **Lisa Abernathy -Deputy Clerk**

The following individuals have applied for a Municipal Business license for 2009. Staff has received the necessary documents for licensure.

- State of Minnesota- Board of School Administrators

The following individuals have applied for a Mechanical Contractor's license for 2009. Staff has received the necessary documents for licensure.

- Paul Falz Company Inc.

ITEM: **Change of Law Firms for Prosecuting Attorneys**

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

EXPLANATION:

Earlier this month, staff was contacted by Martin Costello and Katrina Joseph, our current prosecuting attorneys, that they were amicably leaving the law firm of Hughes & Costello to join the firm of Anderson, Helgen, Davis & Nissen. They would like to continue to serve as our prosecuting attorneys, and staff from St. Anthony Police, the City of Lauderdale, and the City of Falcon Heights would like to retain their services as well.

The change will simply be a change of address where the attorneys practice from. The current retainer fees, interactions, and other aspects of our relationship will remain the same. Attached is a letter from Katrina and Martin explaining the move in more detail. Katrina and Martin are the key people we dealt with in the firm of Hughes and Costello, so keeping our relationship with these two attorneys will ensure that our prosecutions will continue to proceed smoothly.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council approve the change of prosecuting attorneys to Katrina Joseph and Martin Costello with the firm of Anderson, Helgen, Davis & Nissen.

HUGHES & COSTELLO

ATTORNEYS AT LAW

1230 LANDMARK TOWERS

345 ST. PETER STREET

ST. PAUL, MINNESOTA 55102-1216

TELEPHONE (651) 227-8427

FAX (651) 227-8428

Reply to:
KATRINA E. JOSEPH
Voice Mail: (651) 268-3206
e-mail: kjoseph@hughesandcostello.com

April 6, 2009

VIA FAX & U.S. MAIL

Justin Miller
Falcon Heights City Manger
2077 Larpenteur Avenue West
Falcon Heights, MN 55113

RE: Falcon Heights City Prosecutions, File No. 2050.1

Dear Justin:

This is a follow-up to our meeting on Friday, April 3, 2009. As we discussed, we propose that effective April 30, 2009, Falcon Heights City prosecutions be done by us at the firm of Anderson, Helgen, Davis & Nissen, at 150 South Fifth Street, Suite 3100, Minneapolis, Minnesota 55402. This will result in no substantive change to the prosecution services provided to Falcon Heights: the monthly retainer fee will remain unchanged, Katrina E. Joseph will continue to provide the day-to-day prosecution work, and the level of service provided to the City will continue to be excellent. New contact information is the only change this presents to the City. We have also spoken with Chief John Ohl about this matter, and he has provided us with his wholehearted support. Based upon our Friday discussion, we believe that you support this move as well.

It is our understanding that this matter will be placed on the City Council's April 22, 2009, agenda for the Council's approval. In the meantime, if you have any questions or need additional information, please call. Thank you.

Sincerely,

HUGHES & COSTELLO


Katrina E. Joseph


Martin J. Costello

cc: Chief John Ohl, St. Anthony Police Department, 3301 Silver Lake Road, St. Anthony, MN 55418

ITEM: Rain Barrel Program Grant Application

SUBMITTED BY: Justin Miller, City Administrator
Falcon Heights Environment Commission

EXPLANATION:

Earlier this year, staff learned of a grant opportunity through the Capitol Region Watershed District (CRWD) for various watershed improvement projects. The Environment Commission reviewed this opportunity and is recommending that the city submit a proposal for a rain barrel program.

Rain barrels collect rain water through downspouts on a home's gutter system. The water collected is diverted from the stormsewer system, and instead can be used for irrigating lawns and gardens.

The attached grant proposal asks for \$1,000 to assist the environment commission in purchasing 25 rain barrels and conducting a workshop for those who buy them to educate the homeowners on how to construct and install them. This process has been replicated by several St. Paul neighborhood councils, and they have received similar funding from CRWD. The rain barrels cost \$60 each, and the environment commission is recommending that the city charge participants \$40 to attend the workshop and purchase the barrel. The remaining \$20 would need to be paid by the city, which the grant would assist in paying, along with staff time and other in-kind services.

If approved, the CRWD district would consider it in early May. The workshop/barrel sale would then be planned for June.

ACTION REQUESTED:

The Falcon Heights Environment Commission recommends that the city council approve the attached \$1000 grant application to the Capitol Region Watershed District for the purposes of conducting a rain barrel program.

Capitol Region Watershed District



1410 Energy Park Drive, Suite 4, St. Paul, MN 55108
Ph: (651) 644-8888 Fax: (651) 644-8894 Web: capitolregionwd.org

Capitol Region Watershed District Stewardship Grant Application

A. Primary Applicant

Name: Justin Miller

Organization: City of Falcon Heights Environment Commission

Address: 2077 W. Larpenteur Ave., Falcon Heights, MN 55113

Phone 1: 651.792.7611 Phone 2:

Email: justin.miller@falconheights.org

Website (if applicable) www.falconheights.org

List the names and describe the roles of additional partner organizations.

B. Project Description

1. List the amount you are requesting (up to \$2,000). \$1,000

2. Briefly describe your organization(s).

The Falcon Heights Environment Commission is a group of volunteers who provide recommendations to the city council regarding environmental concerns. They are tasked with monitoring recycling efforts, overseeing our community garden, and proving programs to the community in relation to overall environmental concerns.

3. Describe why you are proposing this project, and summarize the primary goals and activities.

Stormwater runoff from urban areas contributes significantly to the pollution of urban rivers, lakes, and streams. Unfortunately many stakeholders in urban environments have little information on stormwater management practices. Even though many stakeholders may understand the impacts of urban runoff, solutions are not always accessible. One tool for combating urban runoff is a simple rain barrel. Unfortunately, due to cost and lack of information, most urban residents do not invest in rain barrels. A cost effective alternative to purchasing a commercial rain barrel, coupled with proper education, can address this issue.

4. List the project's education and outreach objectives, if applicable. Describe what activities will contribute to meeting those objectives.

To improve stormwater quality in Falcon Heights by raising awareness of stormwater issues, educating residents and business owners about best practices for stormwater management, and helping stakeholders to manage their own stormwater runoff through the use of rain barrels.

5. How does this project address the goals of the Stewardship Grant Program?

Making rain barrels available to our residents will reduce the amount of runoff that enters our storm sewers and therefore diverts stormwater from entering the storm sewer system.

6. IF APPLICABLE, describe your maintenance plan for the life of this project. Include activities such as weeding and watering for landscaped surface BMPs as well as monitoring and maintenance of underground stormwater infrastructures.

N/A

7. Are there other ways your project will need to be sustained after it is finished? How will you make this happen?

N/A

C. Project Budget and Timeline

1. Attach a project task list and timeline.

Spring 2009	Workshop planning/publicizing
Summer 2009	Conduct workshop/training

2. Attach a detailed project budget, or use the CRWD project budget worksheet. Attach a description of each item and its purpose for the project. Please list other sources of funding for this project below.

Budget	
Event Materials	
Promotion (Flyers, newspaper advertisements)	\$500
Rain Barrel Construction: Verde Strategies (25 Barrels)	<u>\$1500</u>
Total Materials	\$2000
In-Kind Services	
Planning (30 hrs @ \$17.50/hr)	\$525
Workshop Implementation (3 volunteers/12 hours)	\$210.
Verde Strategies Workshop Fee (per website)	\$350
Post-workshop evaluation (2 volunteers/4 hours)	<u>\$70</u>
Total In-Kind	\$1155
Revenue	
Participant Workshop Fee (\$40/person)	\$1000
Summary	
Materials	\$2000
Less revenue	<u>(\$1000)</u>
Subtotal	\$1000
In-Kind Services	\$1,155
Grant Request	\$1000

