

City of Falcon Heights

A G E N D A

Regular Meeting of the City Council
September 13, 1995

I. CALL TO ORDER: 7 p.m.

II. BALDWIN _____ GEHRZ _____ GIBSON TALBOT _____ HUSTAD _____
JACOBS _____ HOYT _____ ASLESON _____
ATTORNEY _____ ENGINEER _____

III. COMMUNITY FORUM

IV. APPROVAL OF MINUTES: August 23, 1995

V. PUBLIC HEARING: None

VI. CONSENT AGENDA:

C-1. Disbursements

a. General disbursements through 9/8/95, \$9,051.18

C-2. Approval of proposal for sidewalk replacement/repairs

C-3. Planning Commission membership

C-4. Annual salary adjustment for city administrator

C-5. Authorization for Brimhall Spanish Club to conduct a fundraising sale at Community Park, Sept. 29 and 30.

VII. POLICY AGENDA:

P-1. Update from Northwest Youth and Family Services

ACTION: _____

P-2. Adoption of fee changes and additions

ACTION: _____

P-3. Proposed resolution certifying the proposed general fund budget of \$1,134,690 and certified levy of \$549,081 to the Ramsey County Auditor

ACTION: _____

P-4. Establish public hearing dates for the taxation hearing - commonly called Truth-in-Taxation

ACTION: _____

P-5. Appointments to the "Keeping Connected" team

ACTION: _____

P-6. Cities' Week

ACTION: _____

VIII. INFORMATION AND ANNOUNCEMENTS:

IX. ADJOURNMENT

**CITY OF FALCON HEIGHTS
REGULAR CITY COUNCIL MEETING
MINUTES OF AUGUST 23, 1995**

Mayor Baldwin convened the meeting at 7:07 p.m.

PRESENT

Baldwin, Gehrz, Gibson Talbot and Jacobs. Also present were Hoyt, Asleson, and Rigdon.

ABSENT

Hustad (arrived at 7:14 p.m.)

COMMUNITY FORUM

There was no one wishing to take advantage of the community forum.

MINUTES OF JULY 26, 1995 AND AUGUST 3, 1995

Minutes were approved by unanimous consent with one typographical error corrected.

CONSENT AGENDA APPROVED

Mayor Baldwin requested that one consent agenda item, the awarding of the contract for the new city hall roof, be considered as a policy item.

Councilmember Gehrz asked if the public works equipment proposed for purchase was a budgeted capital item. Administrator Hoyt stated that it was not budgeted; the Public Works Department found that they could do some of the street patching on their own and have been renting equipment rather than hiring out the work to a contractor. It will save money in the long run to buy this equipment than to rent it. The equipment will also be used to groom the paths at Community Park.

Motion was made by Councilmember Gibson Talbot to approve the following consent agenda. Motion passed unanimously.

1. Disbursements
2. Licenses
3. Approval of auditing firm for year ending 12/31/95
4. Approve payment number two for the 1995 alley reconstruction project to Frattalone Construction
5. Purchase of asphalt roller and tilt trailer

POLICY AGENDA

**ACCEPT THE BID AND AWARD THE CONTRACT FOR REPLACING THE
CITY HALL ROOF**

Consulting Architect Bill Hennemuth presented the bids received for the replacement of the city hall roof and recommended that the low bidder, All Systems Roofing, be awarded

the contract. He also recommended that an additional \$4,000 be set aside for project contingencies.

Councilmember Jacobs asked about the estimated life expectancy of the new roof. Hennemuth said that the roof should last 15 to 20 years and that All Systems' contract includes a ten year guarantee.

Motion was made by Councilmember Jacobs to accept the bid and award the contract for the city hall roof to All Systems Roofing at a cost of \$49,575 with an additional \$4,000 in contingency funds authorized, to be used for change orders at the discretion of the city administrator. Motion passed unanimously.

CITY OF FALCON HEIGHTS/ROSEVILLE SCHOOL DISTRICT AGREEMENT REGARDING FALCON HEIGHTS ELEMENTARY SCHOOL PLAYGROUND IMPROVEMENTS

Administrator Hoyt noted that this was the first of three items related to the purchasing of playground equipment at Falcon Heights Elementary School for school and neighborhood park use. This item relates to an agreement between the school and the city related to ownership of the equipment, responsibility for maintenance, and rules of play and conduct at the site.

Councilmember Gibson Talbot asked why the city will be doing some of the maintenance on the school property. Administrator Hoyt answered that this is because the city is initiating the equipment purchases for park as well as playground use.

Following discussion, a motion was made by Councilmember Hustad to approve the agreement with School District 623 with the following amendments: 1) staff will negotiate with district staff regarding the proposed 9:30 p.m. closing time and request that it be changed to 10:00 (to have uniformity in all parks); 2) add the word "major" in front of the word "maintenance" in point two; and 3) add an itemization of those items that would revert back to the city in the event that the school sold the lot to another party. Motion passed unanimously.

ACCEPTANCE OF FALCON HEIGHTS SCHOOL PLAYGROUND EQUIPMENT PROPOSAL

Greg Schaefer, a member of the park and recreation commission task force that recommended equipment for the school playground, presented the various proposals submitted to the city. The playground task force met with city and school officials and unanimously recommended that Flanagan Sales be awarded the contract for the installation of Iron Mountain Forge equipment. The task force felt that this equipment provided the most creative and age appropriate (4th to 6th grade) equipment for the money allotted.

Motion was made by Councilmember Gibson Talbot to award the play equipment contract to Flanagan Sales at a cost of \$24,995.00. Motion passed unanimously.

AWARDING OF CONTRACT FOR FALCON HEIGHTS ELEMENTARY SCHOOL HARDCOURT CONSTRUCTION

Administrator Hoyt reviewed the hardcourt proposals received and noted that Aero Asphalt, Inc. had provided the low bid. This hardcourt will house four height-adjustable basketball standards.

Motion was made by Councilmember Gehrz to award the hardcourt construction contract to Aero Asphalt, at a cost of \$19,802.50. Motion passed unanimously.

CITY INFORMATION AND ANNOUNCEMENTS

Councilmember Hustad encouraged the continued recruitment and applications for the "Keeping Connected" task force.

Councilmember Gibson Talbot announced the upcoming National Crime Prevention Week.

Mayor Baldwin reiterated for the viewing audience that the "Keeping Connected" group should be thought of as a "thinking" group. It will not have a traditional focus because the council wishes for citizens to establish its own concept of community and how to preserve and enhance it. Mayor Baldwin also announced that election filing dates for the 1995 city election were August 29 to September 12.

Councilmember Gehrz asked the viewing audience for volunteers willing to promote Minnesota Chemical Health Week.

Administrator Hoyt noted the start of the Minnesota State Fair and the completion of the alley and sealcoating projects. She also announced that the Falcon Heights Fire Cadet had won first place at the "Ramsey County Challenge" and that Curtiss Field t-shirts were now for sale at city hall.

ADJOURNMENT

The meeting was adjourned at 7:25 p.m. Following adjournment, Administrator Hoyt and Accountant Rigdon presented the council with the revised 1996 operating fund budget. As requested by the council, staff increased the budget for the contingency fund to nearly \$50,000. The council and staff then discussed proposed revisions to several items in the city fee schedule. Finally, the council discussed possible revisions to the city's merit pay policy. No decisions were made at this meeting; all items will return to the council at a regular meeting for final resolution.

Tom Baldwin, Mayor

Carla Asleson
Recording Secretary

Meeting Date: 9/13/95

Agenda Item: C - 1

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Joe Rigdon, City Accountant

EXPLANATION/SUMMARY:

- a. General disbursements through September 8, 1995, \$9,051.18.

ACTION REQUESTED: Approval

APPROVAL OF BILLS
PERIOD ENDING: 09/13/95

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	AT&T	MAINTENANCE 8/26-9/25/95 BUILDING		73.39
	BROWNING-FERRIS IND.	9/95 REFUSE SERVICE	BUILDING	141.24
	BRIGHTON EXCAVATING	3 YDS DIRT	STREETS	37.28
31170	COLONIAL INSURANCE	BAUMANN & LEMAY PREMIUMS	FIRE FIG	45.65
		IVERSON PREMIUM	FIRE PRE	36.45
		*** TOTAL FOR COLONIAL INSURANCE		82.10
	E-Z RECYCLING, INC.	8/95 RECYCLING	SOLID WA	2,389.50
	EMERGENCY APPARATUS MAINT REPAIR SWITCH #757		FIRE FIG	273.38
	FIRE INSTRUCTORS ASSN. MN	ESSENTIALS OF FIREFIGHTG	FIRE FIG	73.43
31172	CITY OF FRIDLEY	RMAA DUES	STREETS	10.00
	GOVERNMENT FINANCE OFFICER	RETIREMENT PLANNING PUBL	FINANCE	10.00
	HERMES FLORAL COMP.	FLOWERS FOR DEE	EMPLOYEE	26.30
	IVERSON, TERRY	8/95 MILEAGE	ADMINIST	9.60
	IVERSON, TERRY	8/95 MILEAGE	FIRE PRE	69.60
	IVERSON, TERRY	NORTH SUB GAVEL MEETING	FIRE PRE	7.28
		*** TOTAL FOR IVERSON, TERRY		86.48
	KNOX LUMBER COMMERCIAL CR	STATE FAIR SIGN PARTS	STREETS	5.42
	KNOX LUMBER COMMERCIAL CR	STATE FAIR SIGN PARTS	STREETS	21.45
		*** TOTAL FOR KNOX LUMBER COMMERCIAL CR		26.87
	M-75 BUILDING MAINTENANCE	8/95 CLEANING	BUILDING	155.15
	NSP	ELECTRIC 6/30-8/24/95	BUILDING	1,962.88
	NSP	8/95 GAS	BUILDING	28.17
	NSP	8/95 ELECTRIC	SANITARY	16.36
	NSP	8/95 GAS & ELECTRIC	PARK MAI	294.85
		*** TOTAL FOR NSP		2,302.26
	RUFFRIDGE JOHNSON	VIBRASTAT II ROLLER	PUBLIC W	3,061.88
	SUBURBAN HARDWARE	KEROSENE & TORCH	FIRE FIG	26.48
	SUBURBAN HARDWARE	NUTS & BOLTS	SANITARY	1.70
	SUBURBAN HARDWARE	MISC PARTS	PARK MAI	7.44
	SUBURBAN HARDWARE	SWITCHES;PAINT;TAPE	BUILDING	11.11
		*** TOTAL FOR SUBURBAN HARDWARE		46.73
	TREEFUL, LINDA	MILEAGE	TREE PRO	41.28
	TREEFUL, LINDA	NOTEBOOK	TREE PRO	0.95
		*** TOTAL FOR TREEFUL, LINDA		42.23
	TOLL GAS & WELDING SUPPLY	COMPRESSED AIR	FIRE FIG	47.43
	US-ALLOYS	BRAZING ALLOY	BUILDING	77.50

APPROVAL OF BILLS
PERIOD ENDING: 09/13/95

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
31171	USWEST COMMUNICATIONS	8/95 PHONE	PARK & R	56.03
	TRETSVEN, DAVE	CLOTHING ALLOWANCE	STREETS	32.00
		*** TOTAL FOR BANK 01		9,051.18
		*** GRAND TOTAL ***		9,051.18
		*** GRAND TOTAL ***		9,051.18

CONSENT CONSENT CONSENT CONSENT CONSENT CONSENT

Meeting Date: 9/13/95
Agenda Item: C - 2

***CITY OF FALCON HEIGHTS
REQUEST FOR COUNCIL CONSIDERATION***

ITEM DESCRIPTION: Approval of proposal for sidewalk replacement/repairs

SUBMITTED BY: Pete Klingenberg, Public Works and Parks Superintendent

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

The city is taking the responsibility to replace and repair public sidewalks as part of an on-going sidewalk maintenance program. In order to do this the public works staff did its annual sidewalk survey throughout the city to determine which sidewalk pieces are so cracked or raised that they are hazardous in the spring of this year. Following this survey, a request for proposals for sidewalk repair was sent to several concrete firms. Due to the timing of the proposal and the repair nature of the work, the city received one proposal from Midwest Concrete for \$13,500. The city is not required to have more than one proposal.

Staff recommends authorizing Midwest Concrete to do the 1995 sidewalk repairs and replacement.

Please note: The sidewalk repair program does not mean that every cracked or raised sidewalk panel will be replaced this year. The same type of hazards that the city previously asked property owners to repair and replace on the sidewalk will be covered in this program. It means that the most hazardous and deteriorated pieces will be improved to maintain the public safety along these walkways.

ACTION REQUESTED:

Approve Midwest Concrete for the sidewalk repair program for a total of \$13,500 out of the city's infrastructure fund.

CONSENT CONSENT CONSENT CONSENT CONSENT CONSENT

Meeting Date: 9/13/95

Agenda Item: C - 3

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Planning Commission Membership

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

EXPLANATION/SUMMARY:

Wayne Groff, 1757 N. Fairview Avenue, has submitted an application to serve on the Planning Commission. Mr. Groff previously served on the city's Human Rights Commission.

Planning Commissioner Ken Salzberg is on a sabbatical out-of-state and verbally informed the planning commission that he will not be in attendance at meetings through June 1996. Although he did not submit a written request for a leave of absence, it would be appropriate to put him on a formal leave so that the planning commission need not count Commissioner Salzberg when determining if a quorum of members is present at meetings requiring official action.

ACTION REQUESTED:

1. Appoint Wayne Groff to the Planning Commission, term expiring December 31, 1997.
2. Place Ken Salzberg on a leave of absence from the Planning Commission through June 1996.

CITY OF FALCON HEIGHTS
COMMISSION/COUNCIL APPLICATION

SEP 07 1995

DATE: 9/5/95

NAME: WAYNE GROFF

ADDRESS: 1757 FAIRVIEW AV. N. FALCON HTS, MN 55113

HOW LONG AT ABOVE ADDRESS? 8 YEARS

IN WHAT CAPACITY DO YOU WISH TO SERVE? PLANNING COMMISSION

REASON YOU WISH TO SERVE ON ABOVE: I BELIEVE A SUCCESSFUL CITY MUST HAVE ACTIVE INPUT FROM THE RESIDENTS AND I HAVE SKILLS AND EXPERIENCE THAT I WOULD LIKE TO USE TO MAINTAIN OR IMPROVE OUR CITY.

PRIOR PUBLIC (OR RELATED) SERVICE: FALCON HEIGHTS HUMAN RIGHTS COMMISSION (4 YEARS), REALTOR IN MPLS/ST PAUL SINCE 1977. BACHELOR OF SCIENCE IN LANDSCAPE ARCHITECTURE (NDSU)

OTHER RELEVANT BACKGROUND (OR COMMENTS): DURING MY 18 YEARS IN THE REAL ESTATE INDUSTRY, I HAVE GAINED AN UNDERSTANDING OF THE IMPORTANCE OF CAREFUL LAND USE. THE TERMS I SERVED ON THE HUMAN RIGHTS COMMISSION TAUGHT ME THE IMPORTANCE OF PROCESS AND THE IMPORTANCE OF LISTENING FULLY TO PEOPLES CONCERNS. I THINK THESE FACTORS WILL HELP ME ON THE PLANNING

Meeting Date: 9/13/95
Agenda Item: C - 4

*CITY OF FALCON HEIGHTS
REQUEST FOR COUNCIL CONSIDERATION*

ITEM DESCRIPTION: Annual salary adjustment for city administrator

SUBMITTED BY: Mayor Tom Baldwin

EXPLANATION/SUMMARY:

The city administrator's anniversary date is August 15 of each year. Therefore, it is timely to adjust her annual salary. The proposed increase is 3% for an annual salary of \$52,015 retroactive to August 15, 1995.

ACTION REQUESTED:

Approve 1995 salary adjustment for the city administrator.

Susan Louise Hoyt

EDUCATION:

1981 -

1985: Ph.D. Program in Urban and Historical Geography, Department of Geography, University of Wisconsin-Madison. Course work in demographic analysis, computer cartography, urban history, regional development, statistics and applied regression. Completed preliminary examinations in urban geography and historical geography in 1984. Dissertation is not completed.

1975: M.S., Urban and Regional Planning, University of Wisconsin-Madison. Course work in land economics, public finance, housing, community development and economic development.

1971: B.A., Art History, Carleton College, Northfield, Minnesota

WORK EXPERIENCE:

August, 1991 to present: City Administrator, City of Falcon Heights, Minnesota. Responsible for administering city services and projects, supervising an eight person staff, building officials, forester and fire department, reporting to the Mayor and Council, and staffing the city council. Coordinating police, city attorney, engineering and planning services by contract.

March, 1991 - August, 1991: Interim City Administrator, City of Falcon Heights, Falcon Heights, Minnesota. Same responsibilities as above.

July, 1989 - March, 1991: City Planner, City of Falcon Heights, Falcon Heights, Minnesota. Reviewed development plans, site plans, variances, conditional use permits and other planning related requests. Prepared and analyzed proposed zoning code amendments. Collected data, facilitated community participation and supervised the preparation of the city's comprehensive land use plan. Staffed the planning commission.

1981-1983: Teaching Assistant, Department of Geography, University of Wisconsin-Madison. Prepared and presented course materials on recent issues in environmental conservation for 120 students in six discussion sections each semester. Responsible for selecting issues for discussion, preparing syllabi, lecturing, facilitating discussion and grading.

1978 - 1981: Assistant City Planner, City of La Crosse, Wisconsin. Reviewed and reported on a variety of local planning and development issues to the planning commission, community development committee and city council. Prepared and coordinated the city's Community Development Block Grant and Urban Development Action Grant programs, which included housing rehabilitation, sewer expansion, park development and a hotel, office building and convention center complex. Developed and administered the housing rehabilitation program. Responsible for: directing the community development citizen participation process; advising the planning commission, community development committee and elected officials on community development program requirements and plans; preparing grant applications and environmental assessments; reviewing projects; and reporting to state and federal agencies. Also staffed the regional transportation committee and spoke to civic groups about areawide development issues. Taught an adult education class on local development.

1975 - 1978: Community Development Planner, City of Winona, Minnesota. Prepared and coordinated the city's Community Development Block Grant Program. Developed the Downtown Historic Rehabilitation Grant Program for economic development. Responsible for: directing the community development citizen participation process; advising the community development committee, the city council and the public on community development grant requirements and projects; preparing grant applications and environmental assessments; and reporting to state and federal agencies. Administered the city's housing rehabilitation program and dilapidated housing acquisition/relocation project. Staffed the Board of Adjustment, the task force on site selection for a senior community center and the Downtown Historic Rehabilitation Grant Review Board. Spoke to civic groups on historic and current development trends, prepared a walking tour of historic downtown Winona and taught an adult education class on local development.

1974 - 1975: Planning Intern, State Planning Agency, State of Wisconsin.

1972 - 1973: Community Development Assistant, Housing and Redevelopment Authority, Minneapolis, Minnesota

PROFESSIONAL ASSOCIATIONS AND MEMBERSHIPS

On the Association of Metropolitan Municipalities (AMM) Board of Directors 1993 to present,

Chair of the AMM Revenue Committee, 1994

Member of the League of Minnesota Cities Fiscal Futures Committee, 1994

Co-chair of the League of Minnesota Cities Legislative Advisory Committee, 1994 - 1995

Member of the International City and County Managers Association (ICMA)

Member of the Minnesota City and County Managers Association

REFERENCES FURNISHED UPON REQUEST

Meeting Date: 9/7/95

Agenda Item: C - 5

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Authorization for Brimhall Spanish Club to conduct a fundraising sale at Community Park, September 29 and 30.

SUBMITTED BY: Kelly Wray, parent representative of Brimhall Spanish Club

REVIEWED BY: Carol Kriegler, Parks and Recreation Director

EXPLANATION/SUMMARY: A parent representative of the Brimhall Spanish Club has requested use of the Community Park building on September 29 and 30 for the purpose of conducting a sale of donated items for the benefit of raising funds for the club.

Section 3-4.01, Subd. D(5) of the city code requires that any selling of merchandise or services in a city park be authorized by the city council. Since this is for a local school fundraising function, the sale of merchandise would not be detrimental to the use of the park.

ACTION REQUESTED: Authorization for the Brimhall Spanish Club to conduct a fundraising sale at Community Park on September 29 and 30, 1995.

***CITY OF FALCON HEIGHTS
REQUEST FOR COUNCIL CONSIDERATION***

ITEM DESCRIPTION: Update from Northwest Youth and Family Services

SUBMITTED BY: Paul Ciernia, Falcon Heights Representative and Chair
Kay Andrews, Executive Director

EXPLANATION/SUMMARY:

The city annually assists with financing the Northwest Youth and Family Services. Representatives of the organization will report on activities over the past year and in the coming year for the council.

The proposed 1996 budget includes \$6,092 for the Northwest Youth and Family Services.

ACTION REQUESTED:

Listen to the presentation by Northwest Youth and Family Services representatives and discuss the program with them.

Meeting Date: 9/13/95

Agenda Item: P - 2

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Adoption of fee changes and additions

SUBMITTED BY: Joe Rigdon, City Accountant
 Carla Asleson, Administrative Assistant/Planner

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

As discussed at the council workshop of August 23, 1995, changes to the rescue services base rate and the precious metal dealer license are to be made and a fee for unspecified requests to the city is to be added to the fee section of the city code. In addition, staff is recommending changes to the fees charged for rental of city buildings.

Rescue Services Base Rate Increase

	<u>Current Rate</u>	<u>Proposed Rate</u>
Falcon Heights Resident	\$300.00	\$360.00
Lauderdale Resident	\$345.00	\$380.00
Other Resident	\$355.00	\$400.00

Falcon Heights Rescue Services is an enterprise fund that depends solely upon rescue fees as a revenue source. General fund tax dollars are not used to support rescue services. The increase in the rescue services base rate is to keep pace with increasing medical costs and to keep the city's rescue enterprise fund self-supporting.

Precious Metal Dealer's License

This annual license fee will be reduced from \$2,600 to \$2,000 per year, which more accurately reflects the anticipated police time spent on monitoring and inspections of this type of facility, if this type of business would open in the city.

Unspecified Requests to the City

This new item to the fee schedule is simply a clarification of past city policy. It specifies that an escrow fee must be collected from any party who requests approval of a project or public assistance. The escrow fee is intended cover the full costs of consultants' review when such review is necessary.

Rental Fees for Park Buildings and City Hall

The rates charged for the rental of the city's three public buildings (Community Park, Curtiss Field, and City Hall) have not been changed in over five years. The fees on rentals cover not only depreciation on the buildings but also for operating costs such as electricity and garbage disposal. There is also staff time involved in arranging for rental reservations and for key distribution.

All fees are proposed to be raised by 5%, with the exception of the hourly rate to use the city council chambers. After reviewing rental requests for this room, staff feels that it would make sense to change the base rate to three hours rather than two hours, for the following reasons:

- It is logistically difficult to schedule two, two-hour meetings into a weeknight.
- Many callers inquiring about reserving the room would like to schedule the room for three hours, but feel that the \$50 fee (\$30/first two hours plus \$20 for the extra hour) is excessive.

The proposed fee is \$35/first three hours plus \$15 for each additional hour. This raise in the base fee should offset any loss in fees for rentals that are four hours in length or more (the city occasionally has rentals of four hours or more on weekends.)

ACTION REQUESTED:

1. Adopt Ordinance 95-05, amending the city's fee schedule. The new fees would become effective upon publication in the city's official newspaper on September 21, 1995.
2. Approve Resolution 95-23, authorizing summary publication of the ordinance

CITY OF FALCON HEIGHTS

ORDINANCE

Date September 13, 1995

AN ORDINANCE AMENDING THE CITY'S FEE SCHEDULE

The City Council of the City of Falcon Heights does hereby ordain:

1. Section 5-4.01 subd. A is amended to add the following fees:

J. Fees for unspecified requests to the city - A private party or public institution (hereinafter applicant) making a request to the city for approval of a project or for public assistance must cover the city's consultants' costs associated with reviewing the request. Prior to having the request considered by the city, the applicant the applicant must deposit an escrow fee in an amount that is estimated to cover the city's consultants' costs as determined by the city administrator. If the city's consultants' costs exceed the initial escrow deposited by the applicant, an additional escrow fee will be required to cover the additional costs. The city shall use the applicant's fees to cover the city's actual consultants' costs in reviewing the request regardless of the city's action on the applicant's request. If the applicant's escrow fees exceed the city's actual consultants' costs for reviewing the request, the remaining escrow fees shall be refunded to the applicant.

K. Ambulance Fees - the following fees will be charged for ambulance services. Supplies and mileage will also be billed at the current market rate.

1. Falcon Heights Resident
 - a. Base Fee - \$360.00
 - b. Treatment/No Transport - \$150.00
2. Lauderdale Resident
 - a. Base Fee - \$380.00
 - b. Treatment/No Transport - \$175.00
3. Other Resident
 - a. Base Fee - \$400.00
 - b. Treatment/No Transport - \$180.00

2. Section 5-4.01 subd. A is hereby amended as follows:

~~\$2,600.00~~ \$2,000.00 Precious Metal Dealer's License Fee (Based upon two hours/week of police review of records).

3. Section 5-4.01 subd. D is hereby amended as follows:

2. Park Buildings

a. Community Park

Fee
~~\$50.00~~ ~~\$52.50~~

Item
per six hour shift or portion of a shift. Additional fee of ~~\$5.00~~ ~~\$5.25~~ per hour in excess of the six hour shift plus any set up cost if set up is requested.

~~\$30.00~~ ~~\$31.50~~

for two hours or less when building use is limited to multi-purpose space (kitchen use limited to coffee pot and/or refrigerator).

b. Curtiss Field

Fee
~~\$20.00~~ ~~\$21.00~~

1. Damage and Key Deposit

Fee
\$100.00

deposit required for any use when a key to a building is requested. This will be treated as a deposit for building and equipment repair when damage is caused by a rental party and/or for time spent cleaning when facilities are left in excessive disorder. If the building is left in good order and the key is returned, the full deposit shall be refunded.

c. City Hall Facilities

Fee
~~\$30~~ ~~\$35.00~~/first ~~two~~ ~~three~~ hours
~~\$20~~ ~~\$15.00~~ each additional hour
~~\$35~~ ~~\$36.75~~ set up fee
~~\$5~~ ~~\$5.25~~ kitchen
~~\$25~~ ~~\$26.25~~ conference room

4. This ordinance, passed the 13th day of September, 1995, shall become effective upon publication.

Moved by: _____

BALDWIN
GEHRZ ___ In Favor
GIBSON TALBOT
HUSTAD ___ Against
JACOBS

Approved by: _____

Mayor
September 13, 1995
Date

Attested by: _____

City Clerk
September 13, 1995
Date

CITY OF FALCON HEIGHTS
C O U N C I L R E S O L U T I O N

Date: September 13, 1995

A RESOLUTION AUTHORIZING PUBLICATION OF A SUMMARY OF ORDINANCE 95-05

WHEREAS, Ordinance No. 95-05 is entitled "An ordinance amending the city fee schedule" and contains several pages of text; and

WHEREAS, the contents of said ordinance can be summarized as follows:

Amends 5-4.01 subd. A by adding fees for unspecified requests to the city and for ambulance service.

Amends 5-4.01 subd. A by changing the annual fee for a precious metal dealer's license.

Amends 5-4.01 subd. D by changing the fees charged for the rental of city owned buildings.

WHEREAS, Minnesota Statutes Section 412.191 authorizes publication of ordinance summaries in lieu of publication of the entire text of ordinances under certain circumstances.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Falcon Heights, Minnesota that:

1. Publication of this resolution, which includes a summary of Ordinance 95-05 will clearly inform the public of the intent and effect of the ordinance.
2. A copy of this resolution shall be published in lieu of publishing a copy of Ordinance 95-05 in its entirety.
3. A copy of the complete ordinance shall be available for public inspection in the office of the city.

Moved by: _____

BALDWIN
GEHRZ In Favor
GIBSON TALBOT
HUSTAD Against
JACOBS

Approved by: _____

Mayor
September 13, 1995
Date

Attested by: _____

City Clerk
September 13, 1995
Date

Meeting Date: 9/13/95

Agenda Item: P - 3

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Proposed resolution certifying the proposed general fund budget of \$1,134,690 and certified levy of \$549,081 to the Ramsey County Auditor

SUBMITTED BY: Joe Rigdon, City Accountant

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY: The city is required to certify a preliminary budget and levy for the Ramsey County Auditor by September 15, 1995. The levy may be decreased but it cannot be increased after this certification.

The city's proposed general fund budget is \$1,134,690 which is a 3.7% increase over the city's 1995 budget. The overall certified levy is \$549,081, or a 5.4% increase in the total property taxes levied. The levy includes \$445,959 in ad valorem property taxes which represents a 3.2% increase in the city's 1995 ad valorem tax levy.

ATTACHMENTS:

1. Proposed resolution certifying the 1996 general fund budget of \$1,134,690 and the certified levy of \$549,081.
2. Budget goals and general fund summary.

ACTION REQUESTED: Adopt the resolution certifying the general fund budget of \$1,134,690 and certifying the 1996 levy at \$549,081.

No. 95-

CITY OF FALCON HEIGHTS

C O U N C I L R E S O L U T I O N

Date: Sept. 13, 1995

A RESOLUTION CERTIFYING THE PROPOSED GENERAL
FUND BUDGET OF \$1,134,690 AND CERTIFIED LEVY
OF \$549,081 TO THE RAMSEY COUNTY AUDITOR

BE IT RESOLVED by the city council of the City of Falcon
Heights that the proposed General Operating Budget for the year 1996 in the
amount of \$1,134,690.00 is adopted, and

BE IT FURTHER RESOLVED that the County Auditor is authorized
to levy taxes in the amount of \$549,081 for the year 1996.

Moved by: _____

BALDWIN
GEHRZ In Favor
GIBSON TALBOT
HUSTAD Against
JACOBS

Approved by: _____

Mayor
9/13/95
Date

Attested by: _____

City Clerk
9/13/95
Date

1996 BUDGET GOALS

OVERALL: To promote a community that is a good place to live, work, and visit.

Goal 1: To protect the public health and safety by:

- ⇒ continuing to provide a responsive, visible, community based police service.
- ⇒ continuing to provide a responsive, well-trained fire/rescue service.
- ⇒ considering adopting a housing code.

Goal 2: To maintain and promote the city's distinct neighborhoods, which include commercial, residential, and open space land uses, by:

- ⇒ continuing the street improvement program as funding permits.
- ⇒ continuing the sidewalk maintenance program.
- ⇒ continuing and expanding the city's boulevard tree planting program.
- ⇒ maintaining the city's sewer maintenance program.
- ⇒ working with Ramsey County to make single and multi-family housing rehabilitation funds available to property owners.
- ⇒ maintaining the neighborhood and community parks with updated facilities, recreation, and community services that meet current needs.
- ⇒ expanding pedestrian opportunities with the construction of pedestrian pathways and a possible pedestrian underpass in conjunction with the Larpenteur Avenue reconstruction project.
- ⇒ working with businesses to reduce potential negative impacts on neighboring residential areas.
- ⇒ reducing negative impacts from traffic, improving the business environment and retail identity in the Snelling and Larpenteur intersection with landscaping, lighting, and other amenities.
- ⇒ creating a community identity along the Larpenteur Avenue corridor and at key intersections through a streetscape plan.
- ⇒ reviewing and possibly amending the comprehensive plan and zoning code to clearly identify desired land uses and design

guidelines for the southeast corner of Snelling and Larpenteur, if this site is redeveloped, and for the northeast corner of Fairview and Larpenteur and the northeast corner of Larpenteur and Cleveland, if this agricultural land is sold for development.

Goal 3: To expand opportunities for citizens, neighborhoods, and community involvement by:

- ⇒ **continuing to be flexible in planning and hosting community/neighborhood activities including:**
 - ◆ **the communitywide Ice Cream Social and Dead of Winter Event.**
 - ◆ **impromptu neighborhood gatherings.**
 - ◆ **neighborhood watch groups and National Night Out.**
 - ◆ **the indoor playroom and time-in park program.**
 - ◆ **the volunteer recognition event.**
 - ◆ **the Arbor Day celebration planned by the elementary school children.**
 - ◆ **the annual fire and rescue open houses.**
- ⇒ **finding ways to welcome new residents to the community.**
- ⇒ **expanding the city's recreation programs to include more non-sports oriented activities and investigate programming opportunities for adults.**
- ⇒ **making the newsletter more reader friendly.**
- ⇒ **continuing to invite interested citizens into the process of decision-making through information meetings.**
- ⇒ **building a team of citizens to discuss ways of keeping the community connected.**
- ⇒ **researching and encouraging participation by a diversity of individuals.**

Goal 4: To involve youth in the community by:

- ⇒ **continuing the junior leaders program.**
- ⇒ **including youth as commission members.**
- ⇒ **asking council, staff, and police officers to informally interact with youth when the opportunity arises.**
- ⇒ **participating in the Mayors Commission Against Drugs (MCAD).**
- ⇒ **participating in the Chamber of Commerce Career Day and scholarship fund.**

- ⇒ **speaking about local government at schools or youth related functions.**

Goal 5: To provide a well run city government by:

- ⇒ **ensuring that public officials and the citizenry are well informed.**
- ⇒ **having the council and staff annually meet to establish goals for the coming year.**
- ⇒ **communicating promptly and clearly with the citizenry in response to questions or actions.**
- ⇒ **establishing collaborative relationships with other entities to meet specific city needs.**

Goal 6: To effectively manage the city's personnel resources by:

- ⇒ **evaluating the performance and work assignments allocated to consultants and employees.**
- ⇒ **carrying out annual performance evaluations for employees.**
- ⇒ **having an annual employee recognition event which is planned by the staff.**
- ⇒ **providing employees with the affordable resources they require to efficiently and effectively do their jobs.**

Goal 7: To effectively manage the city's financial resources by:

- ⇒ **reviewing and adjusting fees for service to reflect the actual cost.**
- ⇒ **preparing a five-year capital improvement program that includes all the city's anticipated revenue sources including:**
 - ◆ **researching the options available to meet any necessary fire and rescue equipment needs within the city's financial resources for the future.**
 - ◆ **preparing a financial plan for the capital costs and future maintenance costs of the Larpenteur Avenue reconstruction project including reviewing the city's assessment policy.**
- ⇒ **developing fiscal policies to determine what public benefits must result from a private property owner's or developer's improvements to a property before the city will consider providing financial assistance to the property owner or developer to make the improvement happen.**

GENERAL FUND BUDGET SUMMARY

REVENUES BY CLASSIFICATION

	ACTUAL 1993	ACTUAL 1994	BUDGET 1995	ESTIMATED 1995	BUDGET 1996
PROPERTY TAXES	510,331	466,484	520,867	518,736	549,081
LICENSES & PERMITS	41,591	34,227	30,400	35,563	29,600
INTERGOVERNMENTAL	358,301	412,257	407,833	433,474	411,467
CHARGES FOR SERVICES	43,363	36,104	34,142	40,033	34,725
FINES & FORFEITS	70,582	63,564	75,000	80,000	75,000
MISCELLANEOUS	41,261	53,607	26,231	40,898	34,817
TOTAL REVENUES	1,065,429	1,066,243	1,094,473	1,148,704	1,134,690

EXPENDITURES BY DEPARTMENT

	ACTUAL 1993	ACTUAL 1994	BUDGET 1995	ESTIMATED 1995	BUDGET 1996
GENERAL GOVERNMENT	302,174	272,161	282,924	266,900	299,761
PUBLIC SAFETY	377,190	410,076	475,122	473,481	490,404
PUBLIC WORKS	142,211	188,027	186,570	179,665	188,621
RECREATION	81,609	99,851	99,729	102,511	105,405
MISCELLANEOUS	241,004	45,376	50,128	281,678	50,499
TOTAL EXPENDITURES	1,144,188	1,015,491	1,094,473	1,304,235	1,134,690

GENERAL FUND BALANCE

	ACTUAL 1993	ACTUAL 1994	BUDGET 1995	ESTIMATED 1995	BUDGET 1996
GENERAL FUND BALANCE 01/01	797,015	718,256	769,008	769,008	613,477
CHANGE IN FUND BALANCE	-78,759	50,752	0	-155,531	0
GENERAL FUND BALANCE 12/31	718,256	769,008	769,008	613,477	613,477

GENERAL FUND REVENUE BUDGET

ACCOUNT NUMBER	ACCOUNT TITLE	ACTUAL 1993	ACTUAL 1994	BUDGET 1995	ESTIMATED 1995	BUDGET 1996
<i>PROPERTY TAXES</i>						
30111	CURRENT AD VALOREM TAXES	384,613	391,878	432,131	430,000	445,959
30111	FISCAL DISPARITY TAX	116,343	100,594	88,736	88,736	103,122
30112	DELINQUENT AD VALOREM	9,375	-25,988	0	0	0
	<i>TOTAL PROPERTY TAXES</i>	<u>510,331</u>	<u>466,484</u>	<u>520,867</u>	<u>518,736</u>	<u>549,081</u>
<i>LICENSES & PERMITS</i>						
32110	CONTRACTOR LICENSES	3,246	2,810	2,500	1,960	2,000
32120	LIQUOR LICENSES	8,006	7,651	8,000	8,000	8,000
32130	CIGARETTE & AMUSEMENT LICENCES	730	540	1,500	1,000	1,000
32140	MISCELLANEOUS BUSINESS LICENSES	5,735	8,060	3,600	3,180	3,600
32210	BUILDING PERMITS	14,736	6,846	8,000	10,000	8,000
32220	MECHANICAL PERMITS	4,657	3,757	3,000	5,252	3,000
32230	PLUMBING PERMITS	1,471	972	1,200	940	1,000
32240	OTHER PERMITS	3,010	3,591	2,600	5,231	3,000
	<i>TOTAL LICENSES & PERMITS</i>	<u>41,591</u>	<u>34,227</u>	<u>30,400</u>	<u>35,563</u>	<u>29,600</u>
<i>INTERGOVERNMENTAL</i>						
33400	STATE GRANTS & AIDS (LGA)	176,267	182,902	185,927	185,927	195,374
33400	STATE GRANTS & AIDS (HACA)	162,957	165,793	168,054	168,054	162,093
33410	OTHER GRANTS	0	4,000	0	7,800	0
33411	STATE AID - POLICE PENSION	0	0	0	16,621	0
33430	MINNESOTA STATE AID	5,000	5,000	20,852	20,852	21,000
33440	INSURANCE PREMIUM - FIRE	123	40,802	19,500	19,500	19,500
33700	CABLE TV FRANCHISE FEES	13,954	13,760	13,500	14,720	13,500
	<i>TOTAL INTERGOVERNMENTAL</i>	<u>358,301</u>	<u>412,257</u>	<u>407,833</u>	<u>433,474</u>	<u>411,467</u>
<i>CHARGES FOR SERVICES</i>						
34120	PLAN CHECK FEES	8,549	3,256	2,500	8,190	5,000
34140	SPECIAL ASSESSMENT SEARCHES	436	180	250	100	150
34150	PLANNING FEES	3,915	315	400	430	400
34160	ADMINISTRATIVE FEES	411	379	225	340	300
34170	SALE OF MAPS & COPIES	171	186	125	203	125
34210	LAUDERDALE - FIRE CONTRACT	24,955	29,344	28,892	29,000	27,000
34221	FALSE ALARMS - FIRE	625	775	750	750	750
34222	FALSE ALARMS - SECURITY	3,070	1,589	1,000	1,020	1,000
34400	LAUDERDALE - FINANCIAL	1,231	80	0	0	0
	<i>TOTAL CHARGES FOR SERVICES</i>	<u>43,363</u>	<u>36,104</u>	<u>34,142</u>	<u>40,033</u>	<u>34,725</u>
<i>FINES & FORFEITS</i>						
35110	COURT FINES	70,582	63,564	75,000	80,000	75,000
	<i>TOTAL FINES & FORFEITS</i>	<u>70,582</u>	<u>63,564</u>	<u>75,000</u>	<u>80,000</u>	<u>75,000</u>
<i>MISCELLANEOUS</i>						
36211	INTEREST ON INVESTMENTS	34,321	42,674	20,066	32,826	28,152
36220	FACILITY RENTAL	3,830	4,575	3,200	3,607	3,200
36400	MISCELLANEOUS	307	4,003	500	2,000	1,000
39200	OPERATING TRANSFERS	2,803	2,355	2,465	2,465	2,465
	<i>TOTAL MISCELLANEOUS</i>	<u>41,261</u>	<u>53,607</u>	<u>26,231</u>	<u>40,898</u>	<u>34,817</u>
	<i>TOTAL REVENUE</i>	<u>1,065,429</u>	<u>1,066,243</u>	<u>1,094,473</u>	<u>1,148,704</u>	<u>1,134,690</u>

TOTAL GENERAL FUND EXPENDITURES BY DEPARTMENT

DEPT NUMBER	DEPARTMENT TITLE	ACTUAL 1993	ACTUAL 1994	BUDGET 1995	ESTIMATED 1995	BUDGET 1996
<i>GENERAL GOVERNMENT</i>						
111	LEGISLATIVE	35,979	35,611	43,336	37,485	44,921
112	ADMINISTRATIVE	151,932	139,178	137,294	139,291	146,374
113	FINANCE	39,409	42,100	35,497	34,138	36,365
114	LEGAL	21,562	13,151	15,000	10,000	15,000
115	ELECTIONS	12,188	10,049	9,598	11,173	12,493
116	COMMUNICATIONS	13,643	12,511	13,939	13,304	15,818
117	PLANNING & INSPECTIONS	27,461	19,562	28,260	21,509	28,790
	<i>TOTAL GENERAL GOVERNMENT</i>	<u>302,174</u>	<u>272,161</u>	<u>282,924</u>	<u>266,900</u>	<u>299,761</u>
<i>PUBLIC SAFETY</i>						
121	EMERGENCY PREPAREDNESS	5,840	5,997	6,284	6,180	6,609
122	POLICE	254,972	228,921	317,000	317,000	326,510
123	PROSECUTION	21,451	21,748	20,000	23,843	23,000
124	FIREFIGHTING	61,061	117,514	94,465	88,806	95,047
125	FIRE PREVENTION	33,866	35,895	37,373	37,652	39,238
	<i>TOTAL PUBLIC SAFETY</i>	<u>377,190</u>	<u>410,076</u>	<u>475,122</u>	<u>473,481</u>	<u>490,404</u>
<i>PUBLIC WORKS</i>						
131	BUILDING & GROUNDS	27,033	30,992	34,051	31,951	35,442
132	STREETS	82,481	119,930	122,739	113,013	122,125
133	ENGINEERING	5,070	7,702	7,000	6,500	7,500
134	TREE PROGRAM	27,627	29,403	22,780	28,201	23,554
	<i>TOTAL PUBLIC WORKS</i>	<u>142,211</u>	<u>188,027</u>	<u>186,570</u>	<u>179,665</u>	<u>188,621</u>
<i>RECREATION</i>						
141	PARK & REC ADMINISTRATION	29,625	41,599	42,379	39,842	40,931
142	PARK MAINTENANCE	51,984	58,251	57,350	62,669	64,474
	<i>TOTAL RECREATION</i>	<u>81,609</u>	<u>99,851</u>	<u>99,729</u>	<u>102,511</u>	<u>105,405</u>
<i>MISCELLANEOUS</i>						
192	CONTINGENCY	241,004	45,376	50,128	281,678	50,499
	<i>TOTAL MISCELLANEOUS</i>	<u>241,004</u>	<u>45,376</u>	<u>50,128</u>	<u>281,678</u>	<u>50,499</u>
	<i>TOTAL EXPENDITURES</i>	<u>1,144,188</u>	<u>1,015,491</u>	<u>1,094,473</u>	<u>1,304,235</u>	<u>1,134,690</u>

NOTE: ESTIMATED 1995 CONTINGENCY EXPENDITURES ARE HIGH DUE TO \$280,000 IN OPERATING TRANSFERS TO SUPPORT CAPITAL FUNDS. THIS AMOUNT IS NOT CONSIDERED PART OF THE GENERAL FUND OPERATING EXPENDITURES.

Meeting Date: 9/13/95

Agenda Item: P - 4

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Establish public hearing dates for the taxation hearing - - commonly called Truth-in-Taxation

SUBMITTED BY: Joe Rigdon, City Accountant

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY: The city is required to notify the county of the dates that are proposed for the public hearing on taxation (Truth-in-Taxation). The city is constrained by legislative requirements as to hearing dates. The school district, county and special taxing districts scheduled their hearings for:

County	12/12/95 12/19/95
Metro Taxing Districts	12/04/95 12/11/95
School	12/06/95 12/14/95

In order to have a continuation hearing date that meets the statutes, the city cannot schedule its hearing between December 14 and December 20.

Given these constraints, staff recommends that the city schedule its hearing for 7 PM on Wednesday, December 13, 1995 and its continuation hearing (if necessary) for 7 PM on Wednesday, December 20, 1995.

ACTION REQUESTED: Schedule the public hearing on taxation on or shortly after 7 PM on Wednesday, December 13, 1995 and the continuation hearing on or shortly after 7 PM on Wednesday, December 20, 1995.

**CITY OF FALCON HEIGHTS
REQUEST FOR COUNCIL CONSIDERATION**

ITEM DESCRIPTION: Appointments to the "Keeping Connected" team

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

As of this writing, the following persons applied to be members of the city's new "Keeping Connected Team.

Connie Thompson, 1482 Idaho Avenue

Lynnanne Warren, 1426 California Avenue

Ken Winters, 1575 Northrop Street

Michael Tracy, 2007 Garden Avenue

Jean Ann Coon, 1837 Howell Street

Therese Rothman, 1485 Idaho Avenue

Bruce J. Mielke, 1864 Arona Street

Wendy Hockbein, 1877 N. Hamline Avenue

Maureen Blustein, 1484 California Avenue

ACTION REQUESTED:

- Appoint the nine applicants to the "Keeping Connected" team.
- Schedule the first meeting of the team.

Meeting Date: 9/13/95

Agenda Item: P - 6

**CITY OF FALCON HEIGHTS
REQUEST FOR COUNCIL CONSIDERATION**

ITEM DESCRIPTION: Cities' week

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

The League of Minnesota Cities is promoting "Cities Week" during the week of October 1 through 7. This coincides nicely with two key city events - the Solid Waste Open House on Thursday, October 5 for Waste Reduction Week and the Fire Prevention Week activities at Falcon Heights School (October 7 through 14) and the Fire Prevention Open House on Saturday, October 14. Are there other simple promotions that the city might do during this time such as a news release on the new "Keeping Connected" group and its first meeting?

ACTION REQUESTED:

Discuss "Cities Week"

6 SEPTEMBER 1995

CITY COUNCIL WORKSHOP

AGENDA

6:00 P.M.

City Hall

2077 W. Larpenteur Ave.

PRESENT: Baldwin___ Gehrz___ Gibson Talbot ___
Hustad ___ Jacobs ___ Hoyt ___

CONSENT:

C-1. Disbursements

- a. General disbursements through August 28, 1995 and Sept. 1, 1995, \$87,564.54
- b. Payroll, 8/16/95 through 8/31/95, \$11,415.57

DISCUSSION ITEMS:

1. PROPOSED 1996 BUDGET

- FIVE YEAR CAPITAL IMPROVEMENT PROGRAM
- OVERALL BUDGET

2. UPDATE ON THE METROPOLITAN LIVABLE COMMUNITIES LEGISLATION

3. ADDITIONAL INFORMATION

Joe has this

Meeting Date: 9/6/95

Agenda Item: C - 1

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Joe Rigdon, City Accountant

EXPLANATION/SUMMARY:

- a. General disbursements through August 28, 1995 and Sept. 1, 1995, \$87,564.54
- b. Payroll, 8/16/95 through 8/31/95, \$11,415.57

ACTION REQUESTED: Approve

APPROVAL OF BILLS
PERIOD ENDING: 09/06/95

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
4	AMERICAN LINEN SUPPLY CO.	LINEN CLEANING	FIRE FIG	40.77
6	AMERICAN BANK	2ND 1/2 BOND FEES	90-HAMLI	201.65
8	BOYER TRUCK PARTS	DOHZ LAMP	FIRE FIG	73.88
10	CHAMPION AUTO STORES	JETTER BATTERY CABLE	SANITARY	6.91
12	FALCON HTS FIRE	STATE FIRE AID	FIRE FIG	21,859.00
14	FLANAGAN SALES, INC.	4 32 GAL WASTE RECEPT.	PARKS CI	1,364.58
16	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	ADMINIST	50.00
17	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	ELECTION	15.00
18	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	PLANNING	15.00
19	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	SOLID WA	20.00
20	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	FINANCE	55.00
21	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	SANITARY	40.00
22	ICMA RETIREMENT TRUST 457 9/95	CONTRIBUTIONS	RESCUE S	5.00
23	*** TOTAL FOR ICMA RETIREMENT TRUS			200.00
25	31128 I PRINT TEXTILES	CURTISS FIELD SHIRTS	PARK PRO	1,023.40
27	KNOX LUMBER COMMERCIAL GR	CEILING TILE-CITY HALL	BUILDING	22.60
29	LEONARD, STREET & DEINARD	LEGAL SVC THROUGH 7/31	TIF #2	1,800.24
30	LEONARD, STREET & DEINARD	LEGAL SVC THROUGH 7/31	LEGAL	637.07
31	*** TOTAL FOR LEONARD, STREET & DE			2,437.31
33	MCI TELECOMMUNICATIONS	7/15-8/14 LONG-DISTANCE	BUILDING	4.48
35	MIDTOWN CLEANERS	LINEN CLEANING	RESCUE S	19.26
36	MIDTOWN CLEANERS	LINEN CLEANING	RESCUE S	19.26
37	*** TOTAL FOR MIDTOWN CLEANERS			38.52
39	MIDWEST FENCE & MFG. COMP	PRIOR AVENUE FENCE	PUBLIC W	456.89
41	31129 MN DEPARTMENT OF REVENUE	STATE WITHHELD 8/31/95	ADMINIST	700.48
43	NSP	8/95 ELECTRIC	EMERGENC	6.28
44	NSP	8/95 ELECTRIC	PARK MAI	22.17
45	*** TOTAL FOR NSP			28.45
47	NSP	8/95 STREET LIGHTING	STR. LIG	1,933.44
49	NATIONAL FIRE PROTECTION	ADULT CAMPAIGN	FIRE PRE	81.65
51	31130 NORTH STAR STATE BANK	FED-WITHHELD 8/31/95	ADMINIST	3,822.89
53	OFFICE MAX CREDIT PLAN	TONER; INDEX	ADMINIST	139.58
55	PERA	PERA WITHHELD 8/31/95	ADMINIST	1,264.95
57	PRECISION-COMPUTER-SYSTEM	BAL. OF FINANCE-CONVERSN	GENERAL	6,248.11

APPROVAL OF BILLS
PERIOD ENDING: 09/06/95

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	PRECISION COMPUTER SYSTEM	COMPUTER SUPPLIES	ADMINIST	109.43
	*** TOTAL FOR PRECISION COMPUTER S			6,357.54
	NELSON, RUTH	TIME-IN & PICNIC SUPPL.	PARK PRO	20.76
	SOUTHAM BUSINESS	SCHOOL SITE IMP. AD	LEGISLAT	55.00
	SUPER AMERICA	FUEL 7/18-8/18/95	FIRE FIG.	132.11
	SUPER AMERICA	FUEL 7/18-8/18/95	RESCUE S	32.42
	SUPER AMERICA	FUEL 7/18-8/18/95	SANITARY	25.15
	SUPER AMERICA	FUEL 7/18-8/18/95	STREETS	59.28
	SUPER AMERICA	FUEL 7/18-8/18/95	PARK MAI	66.68
	*** TOTAL FOR SUPER AMERICA			315.64
	UNITED LABORATORIES	RUG & CARPET CLEANER	BUILDING	73.32
	UNITED LABORATORIES	RUG & CARPET CLEANER	PARK MAI	73.33
	*** TOTAL FOR UNITED LABORATORIES			146.65
	UNIVERSITY OF MINNESOTA	POLICY ANALYSIS CONF	ADMINIST	50.00
	PRAIRIE RESTORATIONS, INC	PRAIRIE MGMT WORK 7/3/95	PARKS CI	451.38
	ST. PAUL WATER UTILITY	8/95 WATER	BUILDING	48.98
	ST. PAUL WATER UTILITY	8/95 WATER	PARK MAI	10.42
	*** TOTAL FOR ST. PAUL WATER UTILI			59.40
	BERNARDY, CONNIE LANNERS	9/15/95 MCAD SERVICES	MCAD	1,470.06
	BRODERICK, BERNARD	DELIVERY MILEAGE	ADMINIST	11.87
	RIGDON, JOE	8/95 BANK MILEAGE	FINANCE	10.40
	RIGDON, JOE	PARKING	FINANCE	3.00
	*** TOTAL FOR RIGDON, JOE			13.40
	MARTINEZ, JOE	HUDSON MAP	RESCUE S	18.06
	BARRETT, MARGARET	REFUND-FLOOR HOCKEY	-----	16.00
	NELSON, JANIS	REFUND-SPORT CAMPS	-----	52.00
	HEDBERG, DIANE	REFUND-SPORT CAMP	-----	26.00
	BOWEN, SHARON	REFUND-HOT SHOTS BBALL	-----	16.00
	OLS NEWSLETTER	RESDNLT SPRINKLER BLLTN	FIRE PRE	1.50
	BRIGGS, GENEVIEVE	OVERPMT OF RESCUE BILL	-----	210.56
	PROZINSKI, EDWARD	OVERPMT OF RESCUE BILL	-----	441.00
	AT&T WIRELESS SERVICES	PUBLIC WORKS PAGER-9/95	BUILDING	13.30
	*** TOTAL FOR BANK 01			45,448.43
	*** GRAND TOTAL ***			45,448.43
	*** GRAND TOTAL ***			45,448.43

8.

C H E C K R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME	CHECK NUMBER	CHECK AMOUNT
COM	8 30 95	1 THOMAS BALDWIN	23639	300.31
COM	8 30 95	6 SUSAN GEHRZ	23640	217.05
COM	8 30 95	8 SAM JACOBS	23641	277.05
COM	8 30 95	10 JAN GIBSON TALBOT	23642	169.05
COM	8 30 95	11 JOHN HUSTAD	23643	247.05
COM	8 30 95	30 NICHOLAS BAUMANN	23644	122.78
COM	8 30 95	34 CLEMENT KURHAJETZ	23645	294.37
COM	8 30 95	40 KEVIN ANDERSON	23646	46.17
COM	8 30 95	42 MICHAEL D. CLARKIN	23647	27.70
COM	8 30 95	48 JOHN H. HOLMGREN	23648	69.26
COM	8 30 95	50 JOSEPH L. MARTINEZ	23649	64.64
COM	8 30 95	56 GREGORY S. PETERSON	23650	44.64
COM	8 30 95	59 GREGORY M. FULLER	23651	36.17
COM	8 30 95	61 DENNIS G. LEMAY	23652	104.67
COM	8 30 95	1002 SUSAN HOYT TAFF	23654	1409.73
COM	8 30 95	1003 TERRY IVERSON	23655	949.16
COM	8 30 95	1005 CAROL KRIEGLER	23656	638.27
COM	8 30 95	1006 JAY MORGAN	23657	856.89
COM	8 30 95	1007 PATRICIA PHILLIPS	23658	777.51
COM	8 30 95	1008 DELORIS SWENSON	23659	753.75
COM	8 30 95	1010 CARLA ASLESON	23660	881.19
COM	8 30 95	1011 LAWRENCE A. KLINGENBERG	23661	979.45
COM	8 30 95	1012 JOSEPH M. RIGDON	23662	851.90
COM	8 30 95	1026 JASON CIERNIA	23663	22.62
COM	8 30 95	1031 LINDA TREEFUL	23664	148.93
COM	8 30 95	1033 DAVE TRETSEVEN	23665	629.26
COM	8 30 95	1054 RUTH E. NELSON	23666	260.13
COM	8 30 95	1057 KRISTIN L. WOLVERTON	23667	85.10
COM	8 30 95	1084 CHRISTINE AMMANN	23668	150.77
****TOTALS****				11415.57

RECYCLED FIBER