

CITY OF FALCON HEIGHTS
AGENDA
OCTOBER 12, 1988

A. CALL TO ORDER 7:00 P.M.

B. ROLL CALL: CIERNIA _____ P. CHENOWETH _____ WALLIN _____ BUSH _____
BALDWIN _____ WIESSNER _____ S. CHENOWETH _____ ATTORNEY _____
ENGINEER _____

C. APPROVAL OF MINUTES

1. Regular Council Meeting of September 28, 1988

ACTION: _____

D. PUBLIC HEARINGS:

None

E. CONSENT AGENDA:

1. Disbursements

- a. General Disbursements through October 12, 1988, \$20,148.73/Sinking, \$216.75
- b. Payroll 9/16/88 - 9/3-/88, \$7,988.18
- c. Statement from Jensen, Hicken, Gedde & Soucie for August, 1988, \$1,925.50

2. Resignation of Patricia Kusters from the Human Rights Commission

3. Appointment of G. James Olsen, 1816 Asbury, to Human Rights Commission, term to expire December 31, 1989

4. Planning Commission Minutes of October 3, 1988

5. Cancellation of Check #22218 dated September 16, 1988 Issued to City of Brooklyn Park in the amount of \$60.00

6. 1989 Law Enforcement Agreement with Ramsey County Sheriff's Department

7. Licenses

ACTION: _____

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

1. Consider Request to Purchase a Portion of City Property for Construction of a Proposed Office Building

ACTION: _____

2. Proposed Code Amendment Relating to Christmas Tree Sales Lots

ACTION: _____

Tom C

3. Request for Reimbursement for Replacement of Soil and Grass on Boulevard, Edna M. Cowles, 1728 Tatum

ACTION: _____

- 400* 4. Resolution Authorizing Final Payment for St. Mary's Street Improvements

ACTION: _____

5. Request for Donation ^{to} of Park Bugle

ACTION: _____

6. Resolution Assessing Costs of St. Mary's Parking Improvements to Ciatti's, Inc.

ACTION: _____

7. Preliminary Development Agreement Form

ACTION: _____

G. ANNOUNCEMENTS AND UPDATES:

H. ADJOURNMENT:

ACTION: _____

Council/Planning Commission Workshop ----- 8:00 - 9:00 P.M.

Regular Council Meeting can be reconvened if necessary.

* C. K. Wilgoin
re: holes

Administrative Update
October 12, 1988

Street Sweeping - The City streets will be swept the week of October 24th.

Curbside Recycling - Participation for the 3rd quarter of 1988:

July	14.57
August	27.10
Sept.	15.12

Newsletters - Should be delivered approximately October 28th.

Roselawn Avenue - The County's "Bomag" operation, which was scheduled for this fall on Roselawn Avenue east of Snelling has been rescheduled for spring.

Office Remodeling - The administration office of City Hall is being painted and cleaned in preparation for the new dividers, which should be here early in November.

* Smoke Detectors - call City Hall

* Fire Prevention Week - Oct. 9-16

MINUTES
REGULAR CITY COUNCIL MEETING
SEPTEMBER 28, 1988

Baldwin convened the meeting at 7:00 P.M.

ALL MEMBERS PRESENT

Bush, Ciernia, P. Chenoweth, Wallin and Baldwin. Also present were Gedde, Maurer, Wiessner and S. Chenoweth.

ADDENDUM TO AGENDA

Council approved the addition of Item F(9), Funding Request for Computer Analysis Program (AMM), to the agenda.

MINUTES OF SEPTEMBER 14, 1988 APPROVED

Council approved the Minutes of September 14, 1988 as presented.

CONSENT AGENDA APPROVED

Council approved the following Consent Agenda:

1. Fire/Rescue Runs
2. Disbursements
 - a. General Disbursements through 9/28/88, \$96,895.36
 - b. Payroll 9/1/88 - 9/15/88, \$10,009.17
 - c. Statement from Maier, Stewart & Associates for Services through 8/27/88, \$2,045.74
 - d. Statement from Dahlgren, Shardlow & Uban through 8/31/88, \$833.33
3. Cancellation of Check #22117 issued to Ceres Tree Service in the Amount of \$3,768.55
4. Commission Minutes
 - a. Solid Waste Commission Minutes of September 7, 1988
 - b. Planning Commission Minutes of September 12, 1988
 - c. Human Rights Commission Minutes of September 15, 1988
5. Licenses
6. Designation of Bill Walsh as City Plumbing Inspector

COFFMAN STREET PERMIT PARKING REQUEST DISCUSSION

Baldwin presented a request from the 1666 Coffman Ad Hoc Parking Committee for placement of one hour parking signs on the east side of Coffman St. with resident permit parking. He explained that unlike older areas of St. Paul where permit parking is allowed, the present philosophy in the suburbs is that all property owners must provide off street parking and the streets cannot be considered as part of the parking space. Baldwin also commented on the fact that the Coffman developers were granted a substantial parking variance (from the required 2 and 1/2 spaces per unit to 1 and 1/2 spaces) at the time of construction. Wallin explained that the Planning Commission has recommended the area be posted "No Parking" and that 12 resident parking permits be granted on a six month trial basis.

WILLIAM MADDEN, 1666 COFFMAN, felt they have a special situation because University students fill the street and 1666 Coffman residents have no use of the on-street parking. Wallin

commented on the fact that he has monitored the off-street parking and has not seen fewer than 6 empty spaces which would indicate there is not a parking shortage. He was of the opinion that there is space on site for additional off-street parking if it is needed.

COFFMAN TO BE POSTED "2 HOUR PARKING EXCEPT WEEKENDS AND HOLIDAYS" FROM LARPENTEUR TO THE FIRE LANE, AND PERMIT PARKING ISSUE REFERRED BACK TO PLANNING COMMISSION

Ciernia moved that the east side of Coffman from Larpenteur south to the Fire Lane be posted "2 Hour Parking Except Weekends and Holidays". Motion carried unanimously. The permit parking item was referred back to the Planning Commission with the request that they address the matter as a citywide problem, not an individual neighborhood problem. Baldwin also felt the University should be involved in solving the student parking problem.

REQUEST FOR REMOVAL OF TEMPORARY "NO PARKING" SIGNS ON ST. MARY'S STREET DENIED

Baldwin reviewed the request from Walter and Barbara McCoy, 1746 St. Mary's St., for removal of the temporary signs which were installed to alleviate the traffic problem created by Ciatti's Restaurant customers. He also noted a letter from Dennis Smith, 1725 St. Mary's, stating his objections to removal of the signs.

CINDY LASZEWSKI, 1713 ST. MARY'S, requested the signs be left in place as they have solved a serious neighborhood safety problem. She felt that since Ciatti's still have a parking shortage, removal of the signs would re-create the problems encountered prior to installing the "No Parking" signs.

TED MEYER, 1710 ST. MARY'S, stated the "No Parking" signs are not a perfect solution but did help restore the neighborhood. He asked that the City not remove the signs.

MICHELLE JUNTUNEN, 1728 ST. MARY'S, spoke in favor of keeping the signs in place. She explained that there are 17 children on the block and she is concerned for their safety.

ROD VON DE LINDE, 1734 ST. MARY'S, felt it was a matter of convenience versus a safety issue, and if there is no other way to ensure safety, the signs should remain in place.

KAREN BISHOP, 1765 ST. MARY'S, stated she lives three houses from Maple Knoll and prior to the signs Ciatti's customers parked by her home. She asked that the signs be left in place.

MARY KAY VON DE LINDE, 1734 ST. MARY'S, felt badly that everyone does not want the signs removed and was of the opinion that 10 of the 14 families would like to see the signs remain. She felt the majority should rule.

CINDY LASZEWSKI requested that the signs be left in place until Ciatti's obtain significantly more parking space.

WALTER MCCOY, 1746 ST. MARY'S, stated that the difference of opinion on the matter is based on which families have young children and those who have older children (and their friends) who drive and need on-street parking.

Baldwin stressed that the signs were a temporary solution and people were promised that the signs would be removed. He felt that the City should honor that promise. After Council discussed possible options such as removing the signs from the northern portion of the street, or posting only the water side of the street, Bush moved that the signs be left as they are with the stipulation that the matter would be reconsidered if Ciatti's obtain substantially more off-street parking. Upon a vote being taken the following voted in favor thereof: Bush, Ciernia, Chenoweth and Wallin, and the following voted against the same: Baldwin. Motion carried.

LARPENTEUR/GORTNER/PRIOR INTERSECTION DISCUSSION

Oryln Miller, University of Minnesota Planner, referred to a letter dated September 13, 1988 from Clinton Hewitt stating the University's position on options offered in Ramsey County's feasibility study. Mr. Miller indicated that they feel signalization of Gorter will address the safety problem for all involved; the City, Hewlett Packard and the University, while still protecting the test plots. Jim Schnurr, Hewlett Packard, indicated they would prefer the realignment of Gortner and Prior, but signalization at Gortner would be their second choice. Any plan which would close their Larpenteur entrance would not be acceptable. He stressed that Hewlett Packard would like to see the matter expedited. Council concurred that since the preferred option is not possible, signalization at Gortner would be the only other choice. Maurer and Wiessner will talk to the County Engineers regarding expediting the project.

NORTHWEST AREA STORM DRAINAGE STUDY UPDATE

Maurer presented and reviewed his update on the Northwest Area Storm Drainage system (a copy is on file in the clerk's office) after which Council accepted the report.

CHARITABLE GAMBLING

Student Intern Mike Thompson reviewed proposed amendments to the Municipal Code relating to charitable gambling and explained the reasoning behind the changes. After a discussion, Council requested the following: 1) that staff rewrite the document referencing State Statutes and listing areas in which the City Code will be more restrictive, 2) obtain case studies from other communities indicating what portion of gambling money actually goes for charitable use, 3) and research extent of city control once a gambling license is issued.

CITY TO PREPARE REQUEST FOR PROPOSALS FOR CITY PARK FACILITIES NEEDS ASSESSMENT

Wiessner presented an update on the status of the fire investigation following the fire at the Community Park Building on September 12th. Due to the fire she recommended that Council

proceed with hiring a consultant to assess the city's parks needs in the near future rather than in 1989 as previously planned. Following a brief discussion Council authorized staff to prepare and send out RFPs for a park needs assessment.

WEST SIDE OF SNELLING DRIVE, HOYT TO LARPENTEUR, TO BE POSTED "NO PARKING"

Council noted a memo from Vince Wright dated September 22nd informing that Dick Airos, State Highway Department, has recommended the west side of Snelling Drive, Hoyt to Larpenteur, be posted "No Parking" due to the fact that the road is only 26 feet wide. Wallin moved that the posting be done as recommended and the motion carried unanimously.

APPROVAL OF PROPOSED RESOLUTION AUTHORIZING THE COUNTY AUDITOR TO REDUCE THE DEBT LEVY

Chenoweth moved adoption of Resolution R-88-17 which carried unanimously.

RESOLUTION R-88-17

A RESOLUTION AUTHORIZING THE COUNTY AUDITOR TO REDUCE THE DEBT LEVY BY \$24,400 IN THE YEAR 1989, WHICH WAS TO BE PROVIDED FOR IN THE GENERAL OBLIGATION TAX INCREMENT (525M) OF SEPTEMBER 1, 1983

APPROVAL OF \$500.00 CONTRIBUTION TO AMM FOR COMPUTERIZED TAX ANALYSIS PROJECT

Council briefly discussed a request from the Association of Metropolitan Municipalities for City participation in the funding of a computerized tax analysis project to analyze legislative proposals. Chenoweth moved the allocation of \$500.00 from the Contingency Fund as the City's contribution. Motion carried unanimously.

BUDGET HEARING - 1989 BUDGET APPROVED

Baldwin opened the Public Hearing at 10:00 P.M. and presented the Affidavit of Publication. Wiessner then presented the proposed budget and recommendations for financing the Capital Improvement Plan as documented in a memo dated September 23rd (a copy of which is on file in the clerk's office). There being no one in attendance wishing to be heard, Baldwin closed the hearing at 10:22 P.M. following Council's discussion. Ciernia moved adoption of the 1989 Budget and the recommendations as presented. Motion carried unanimously.

ADJOURNMENT

Council adjourned the meeting at 10:24 P.M.

Tom Baldwin, Mayor

ATTEST:

Janet R. Wiessner, City Administrator

Consent X

Meeting Date: 10/2/88

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: E-1

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Disbursements

SUBMITTED BY: Al Rolek

REVIEWED BY: Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) General Disbursements through October 12, 1988, \$20,148.73/Sinking, \$216.75
- (b) Payroll 9/16/88 - 9/30/88, \$7,988.18
- (c) Statement from Jensen, Hicken, Gedde & Soucie for August, 1988, \$1,925.50

ACTION REQUESTED:

Approval

SAC

6/29/87

GENERAL DISBURSEMENTS

MINUTES OF OCTOBER 12, 1988

CHECK NO.	ISSUED TO	REASON	AMOUNT
22280	North Star State Bank	FWM, FICA & Medicare	3,344.39
22281	PERA	PERA	1,420.55
22282	ICMA/Retirement Corp.	Deferred Compensation	704.98
22283	Commissioner of Revenue	SMH	524.23
22284	Colonial Life & Accident Insurance Co.	Accident Insurance	48.00
22285	Minnesota Benefit Association	Cancer Insurance	5.85
22286	PERA Life Insurance	Life Insurance	18.00
22287	Dept. of Employee Relations	Booklet	2.00
22288	Children's Theatre Company	Tickets for Childrens Theatre	237.20
22289	Wholesale Club	Various Supplies	221.95
22290	Insty Prints	Printing	141.63
22291	Alan Rolek	Tuition Reimbursement & Mileage	277.31
22292	Terry Iverson	Gavel Meeting	3.59
22293	MAMA	Meeting	20.00
22294	Konica Royal Copfers	Maint. of Copler	360.11
22295	C & G Office Products	Office Supplies	-7.49
22296	Miller/Davis Company	Office Supplies	13.00
22297	Midwest Business Products	Office Supplies	101.58
22298	International Institute of Municipal Clerks	Part of 1 year membership	15.00
22299	Jensen, Hicken, Gedde & Soucie	August Legal Fees	1,925.50
22300	Business Records Corp.	Election Supplies	8.50
22301	AT&T Credit Corp.	Telephones	127.73
22302	Northern States Power Co.	Gas & Electricity	3,013.15
22303	AT&T	Maint. of Equipment	31.00
22304	Metro Garage Door Co.	" "	80.50
22305	Browning-Ferris Industries	Waste Removal - City Hall & F.H. Park	136.13
22306	Communications Center	Radio	471.00
22307	Toll Company	Maint. of Equipment	32.55
22308	American LaFrance	" "	16.20
22309	Boyer Truck Parts	" "	11.90
22310	Cy's Uniforms	" "	46.75
22311	MN Conway Fire & Safety	Clothing	44.80
22312	Road Rescue, Inc.	Clothing	344.01
22313	Super America	Rescue Supplies	242.22
22314	American Linen Supply Co.	Motor Fuel	60.86
22315	Champion Auto	Linens	29.39
22316	Dick Larson	Maint. of Equipment	612.72
22317	Gene Pakoy	Bldg. Inspections & 3rd Qtr. Plan Checks	1,988.55
22318	NFPA	3rd Qtr. Mechanical & Plumbing Inspections	316.50
22319	Fire Safety Activity Booklets	Public Education Materials	125.00
22320	IAAI	" "	15.00
22321	Viking Safety Products	1 year Membership - Iverson Resistor	52.05

CHECK NO.	ISSUED TO	REASON	AMOUNT
22322	LaHass	Maint. of Equipment	107.55
22323	Wear Guard	Clothing	28.74
22324	Cere's Tree Service	Tree Removal	106.25
22325	Gerald Wallin	Non-Resident Reimbursement	12.00
22326	Jean Suppes	"	7.00
22327	R. L. Davis	"	12.00
22328	Patricia Duncan	"	12.00
22329	Dianne Boemer	"	7.00
22330	Georgia Heisserer	"	32.00
22331	Kay Hagen	"	40.00
22332	Kathy Kauphusman	"	12.00
22333	John Turtl	"	20.00
22334	Mary Kay Elm	"	60.00
22335	Gerald Brandt	"	20.00
22336	Kathy Piltz	"	12.00
22337	Rollin Gates	"	12.00
22338	Dennis Wall	"	12.00
22339	Irene Gengler	"	12.00
22340	Steve Barrett	"	12.00
22341	Ever Green Lawn	Lawn Treatment	158.81
22342	Harmon Glass	Repair of Vandalism	55.50
22343	State Treasurer	3rd Quarter Surcharges	171.51
22344	Dennis Hunt	Refund of Pop Machine License	15.00
22345	Royal Crown Beverage Co.	Pop for Machine	31.50
22346	Profile Publications, Inc.	Ad in Chamber of Commerce Booklet	1,865.00
22347	Mark Eggert	Cable Technician	83.00
22348	Tim Turba	"	33.00
		TOTAL	<u>20,148.73</u>

SINKING FUND
441 American National Bank & Trust

Fees on 6/1/84 & 1985B Tax. Incr. Bonds

216.75

Check Number	Employee Number	Employee Name	Pay Period	Pay Group	Pay Description	Check Amount	Check Date	Status
016846			0			0.00	30-Sep-88	VOID
016847			0			0.00	30-Sep-88	VOID
016848	000000002	Wiessner, Janet R.	18	01	semi-monthly	1,123.06	30-Sep-88	Outstanding
016849	000000004	Kriegler, Carol J.	18	01	semi-monthly	234.50	30-Sep-88	Outstanding
016850	000000011	Chenoweth, Shirley B.	18	01	semi-monthly	673.69	30-Sep-88	Outstanding
016851	000000020	Iverson, Terry D.	18	01	semi-monthly	771.37	30-Sep-88	Outstanding
016852	000000027	Morgan, Jay M.	18	01	semi-monthly	645.07	30-Sep-88	Outstanding
016853	000000031	Rolek, Alan J.	18	01	semi-monthly	700.17	30-Sep-88	Outstanding
016854	000000035	Zimmerman, Katherine	18	01	semi-monthly	272.60	30-Sep-88	Outstanding
016855	000000038	Wright, Vincent D.	18	01	semi-monthly	830.05	30-Sep-88	Outstanding
016856	000000041	Neumann, Kristine L.	18	01	semi-monthly	120.72	30-Sep-88	Outstanding
016857	000000062	Thompson, Mike F.	18	01	semi-monthly	267.03	30-Sep-88	Outstanding
016858	000000001	Baldwin, Thomas W.	9	03	monthly 2	346.84	30-Sep-88	Outstanding
016859	000000003	Baumann, Nicholas B.	9	03	monthly 2	48.90	30-Sep-88	Outstanding
016860	000000005	Berndt, Ross	9	03	monthly 2	40.00	30-Sep-88	Outstanding
016861	000000007	Bianchi, Joseph D.	9	03	monthly 2	66.00	30-Sep-88	Outstanding
016862	000000008	Brown, Raymond F.	9	03	monthly 2	61.00	30-Sep-88	Outstanding
016863	000000009	Bush, Patti J.	9	03	monthly 2	236.77	30-Sep-88	Outstanding
016864	000000010	Chenoweth, Philip E.	9	03	monthly 2	291.12	30-Sep-88	Outstanding
016865	000000012	Ciernia, Paul C.	9	03	monthly 2	250.00	30-Sep-88	Outstanding
016866	000000018	Holmgren, John M.	9	03	monthly 2	130.00	30-Sep-88	Outstanding
016867	000000022	LeMay, Dennis S.	9	03	monthly 2	54.00	30-Sep-88	Outstanding
016868	000000024	Lindig, Leo	9	03	monthly 2	294.29	30-Sep-88	Outstanding
016869	000000033	Schauffert, Craig F.	9	03	monthly 2	130.00	30-Sep-88	Outstanding
016870	000000034	Smida, Gail	9	03	monthly 2	61.00	30-Sep-88	Outstanding
016871	000000037	Hallin, Gerald E.	9	03	monthly 2	300.00	30-Sep-88	Outstanding
016872	000000039	Morgan, Jay	9	03	monthly 2	40.00	30-Sep-88	Outstanding

Grand Total

7,988.18

JENSEN, HICKEN, GEDDE & SOUCIE, P. A.

ATTORNEYS AND COUNSELORS AT LAW

BOCK, EDWARD A., JR.
BUCHMAN, JOHN T.
GEDDE, THOMAS A.
HICKEN, JEFFREY P.
HOWARD, ROBERT A.
JENSEN, DAVID L.
MATKE, PAUL E.
MULVAHILL, JAMES P.
SCOTT, MICHAEL J.
SOUCIE, FRED M.

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE
ANOKA, MINNESOTA 55303-2296

TELEPHONE (612) 421-4110
TELECOPIER (612) 421-1040

OF COUNSEL
HADLEY, CHARLES S.
LUTHER, RICHARD L.

September 23, 1988

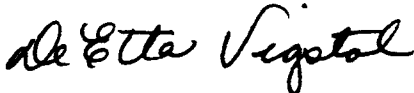
Ms. Jan Wiessner
Clerk Administrator
City of Falcon Heights
2077 West Larpenteur Ave
Falcon Heights, MN 55113

Dear Ms. Wiessner:

Enclosed are our itemized statements for the City of Falcon Heights for the month of August, 1988. The total charges for all files this month are as follows:

Professional Services	\$ 1,888.50
Expenses	<u>\$ 37.00</u>
Current Balance	\$ 1,925.50

Sincerely,



De Etta Vigstol
Finance Director

enc.

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 08/31/88

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE
ANOKA, MINNESOTA 55303-2296
TELEPHONE (612) 421-4110

800201 CITY OF FALCON HEIGHTS-CIVIL

CITY OF FALCON HEIGHTS
2077 W. LARPEN TEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8957

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

--DATE--	-ITEM-	-----ITEM DESCRIPTION-----	AMOUNT	BALANCE
		BEGINNING BALANCE		\$431.00
08/03/88	000001	PAYMENT RECEIVED-SERVICES	\$329.00-	
08/30/88	000000	PAYMENT RECEIVED-SERVICES	\$102.00-	
		PROFESSIONAL SERVICES (SEE ATTACHED SUMMARY OF TIME RECORDS)		\$473.50
		EXPENSES		\$.00
		TOTAL CHARGES THIS STATEMENT		\$473.50
		PAYMENT		
		\$431.00-		
		CHARGES		
		\$473.50		
		CURRENT BALANCE		
				\$473.50

09/23/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

.....
.....
BILLED & UNBILLED TIME RECORDS FOR FILE: 800201

FILE NAME: CITY OF FALCON HEIGHTS-CIVIL
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
080488	TAG	06	PHONE CONF W/ADMINISTRATOR RE VARIOUS ISSUES; LETTER TO ADMINISTRATOR RE REGULATION OF UNIVERSITY OF MINNESOTA	1.00	\$85.00
080888	PEM	06	REVIEW CORRESPONDENCE RE SPECIAL ASSESSMENT & DATA PRIVACY; PHONE CONF W/ANFINSON	.50	\$42.50
081888	TAG	09	LETTER TO ADMINISTRATOR RE NEON ALLEY CONDITIONAL USE PERMIT APPLICATION; PHONE CONF W/ADMINISTRATOR RE VARIOUS ISSUES	1.40	\$119.00
082488	TAG	01	ATTEND CITY COUNCIL MEETING	4.00	\$125.00
082488	TAG	02	REVIEW LEGAL ISSUES RE NEON ALLEY APPLICATION; REVIEW APPLICABLE STATUTES & ORDINANCES & PREPARE FOR COUNCIL MEETING	.80	\$68.00
082488	PEM	07	REVIEW NEON ALLEY CONDITIONAL USE APPLICATION MATERIALS; CONSIDER CONDITIONS ADEQUATE TO ADDRESS POLICING ISSUES	.00	\$0.00
082688	TAG	07	REVIEW LETTER FROM ATTY ANFINSON; PHONE CONF W/ADMINISTRATOR RE DATA PRACTICES ACT & SPECIAL ASSESSMENT INFORMATION	.40	\$34.00

TAG	7.60HRS	=	\$431.00
PEM	.50HRS	=	\$42.50

TOTAL FOR FILE: 800201	BILLED	UNBILLED	TOTAL
TIME	.00hrs.	8.10hrs	8.10hrs.
CHARGES	\$0.00	\$473.50	\$473.50

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 08/31/88

300 ANOKA OFFICE CENTER
2180 THIRD AVENUE

800202 CITY OF FALCON HEIGHTS-CRIMINAL

ANOKA, MINNESOTA 55303-2296
TELEPHONE (612) 421-4110

CITY OF FALCON HEIGHTS
2077 W. LARPEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8958

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

DATE	ITEM	ITEM DESCRIPTION	AMOUNT	BALANCE
		BEGINNING BALANCE		\$3376.42
08/02/88	000000	PHOTOCOPIES	\$6.30	
08/03/88	000001	PAYMENT RECEIVED-SERVICES	\$996.00-	
08/03/88	000001	PAYMENT RECEIVED-EXPENSES	\$11.25-	
08/04/88	000000	PHOTOCOPIES	\$14.70	
08/30/88	000000	PAYMENT RECEIVED-SERVICES	\$2185.50-	
08/30/88	000000	PAYMENT RECEIVED-EXPENSES	\$183.67-	
08/31/88	014046	MILEAGE AND PARKING PAUL MATTKE	\$8.00	
08/31/88	014046	MILEAGE AND PARKING PAUL MATTKE	\$8.00	
		PROFESSIONAL SERVICES (SEE ATTACHED SUMMARY OF TIME RECORDS)		\$1372.50
		EXPENSES		\$37.00
		TOTAL CHARGES THIS STATEMENT		\$1409.50
		PAYMENT		
		\$3376.42-		
		CHARGES		
		\$1409.50		
		CURRENT BALANCE		\$1409.50

09/23/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

.....
.....
BILLED & UNBILLED TIME RECORDS FOR FILE: 800202

FILE NAME: CITY OF FALCON HEIGHTS-CRIMINAL
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
080188	KLS	08	PHONE CONF W/RAMSEY COUNTY ATTORNEY'S OFFICE RE ST V GWYNNE EVANS; GROSS MISDEMEANOR COMPLAINT ST V CAMPBELL	.50	\$12.50
080288	RAH	11	PREPARE FOR COURT TRIALS & PRETRIALS	3.20	\$192.00
080288	MJS	04	PHONE CONF W/RAMSEY COUNTY ATTORNEY; PHONE CONF W/ATTY GETTY; REVIEW GROSS GUI COMPLAINTS; COURT TRIAL PREPARATION	1.30	\$78.00
080388	RAH	01	COURT TRIALS & PRETRIALS	4.00	\$240.00
080488	MJS	06	PREPARE FILES FOR 8/29 JURY TRIALS	.60	\$36.00
080488	KLS	03	REVIEW 8/29 FILES W/ATTY SCOTT	.20	\$5.00
080588	KLS	01	LETTER TO A A WILSON; PREPARE SUBPOENAS FOR 8/29 JURY TRIALS; 3 LETTERS TO WITNESSES FOR 8/29 JURY TRIALS; LETTER TO DEFENSE ATTY CEISEL; LETTER TO PUBLIC DEFENDER	1.60	\$40.00
080888	KLS	03	LETTER TO DEFENDANT JACKSON	.30	\$7.50
080988	PEM	04	PHONE CONF W/ST PAUL PROSECUTOR RE FALCON HEIGHTS GROSS MISDEMEANOR CASE ON TRIAL CALENDAR	.50	\$30.00
081088	PEM	03	ATTEND ARRAIGNMENTS	4.80	\$288.00
081188	PEM	02	PHONE CONF W/AYERS RE LABARRE PLEA NEGOTIATION	.20	\$12.00
081788	PEM	02	CONFIRM WITNESS NOTIFICATION FOR 8/29 JURY TRIALS; PHONE CONF W/UNIVERSITY OF MINNESOTA POLICE DEPARTMENT RE JACKSON CASE	.60	\$36.00
082388	PEM	04	PHONE CONF W/GARY HELD RE SCHEDULED JURY TRIAL; LETTER TO DEFENDANT	.40	\$24.00
082988	PEM	03	PREPARE FOR & ATTEND JURY TRIALS; REVIEW & SIGN COMPLAINTS	4.80	\$288.00
082988	KLS	07	PHONE CONF W/ATTY MATTKE RE ST V LOFTQUIST & ST V OLSON; PHONE CONF W/A A WILSON; PHONE CONF W/RCSO	.40	\$10.00
083088	PEM	07	PHONE CONF W/DOUG MESLOW RE HANDLING OF LABARRE PLEA FOR GROSS MISDEMEANOR DUI	.30	\$18.00
083088	KLS	08	DOCKET COURT CALENDAR; PREPARE FILES FOR TRIAL; PHONE CONF W/& LETTER TO CLERK OF COURT; PHONE CONF W/NO ST PAUL PROSECUTOR'S OFFICE; PHONE CONF W/WHITE BEAR LAKE PROSECUTOR; PHONE CONF	1.20	\$30.00
083088	KLS	09	W/CRIMINAL CLERK	.00	\$0.00
083188	KLS	01	PHONE CONF W/ATTY AYERS RE ST V LABARRE; 2 PHONE CONF'S W/CLERK OF COURT	.30	\$7.50
083188	PEM	05	PHONE CONF W/DAVID AYERS RE LABARRE SENTENCING	.30	\$18.00

MJS	1.90HRS	=	\$114.00
PEM	11.90HRS	=	\$714.00
RAH	7.20HRS	=	\$432.00
KLS	4.50HRS	=	\$112.50

TOTAL FOR FILE: 800202	BILLED	UNBILLED	TOTAL
TIME	.00hrs.	25.50hrs	25.50hrs.
CHARGES	\$0.00	\$1372.50	\$1372.50

JENSEN, HICKEN, GEDDE & SOUCIE, P.A.
ATTORNEYS AND COUNSELORS AT LAW

STATEMENT DATE: 08/31/88

300 ANOKA OFFICE CENTER
2150 THIRD AVENUE

800203

C/F.H.-STRATFORD INV OFF PARK

ANOKA, MINNESOTA 55303-2286
CONTO, MN
TELEPHONE (612) 421-4110

CITY OF FALCON HEIGHTS
2077 W. LARPEUR AVE.
FALCON HEIGHTS, MN 55113

INVOICE NO. 8959

PLEASE DETACH AND RETURN TOP PORTION WITH YOUR PAYMENT

AMOUNT PAID \$ _____

--DATE--	-ITEM-	-----ITEM DESCRIPTION-----	AMOUNT	BALANCE
		BEGINNING BALANCE		\$263.50
08/03/88	000001	PAYMENT RECEIVED-SERVICES	\$263.50-	
		PROFESSIONAL SERVICES (SEE ATTACHED SUMMARY OF TIME RECORDS)		\$42.50
		EXPENSES		\$.00
		TOTAL CHARGES THIS STATEMENT		\$42.50
		PAYMENT		
		\$263.50-		
		CHARGES		
		\$42.50		
		CURRENT BALANCE		
				\$42.50

09/23/88

JENSEN, HICKEN, GEDDE & SOUCIE P.A.
300 ANOKA OFFICE CENTER - 2150 THIRD AVE
ANOKA, MINNESOTA 55303

.....
.....
BILLED & UNBILLED TIME RECORDS FOR FILE: 800203

FILE NAME: C/F.H.-STRATFORD INV OFF PARK CONDO PROJ
CLIENT NAME: CITY OF FALCON HEIGHTS

-DATE-	ATTY	SEQ	-----TRANSACTIONS-----	TIME	CHARGES
083188	EAB	07	REVIEW T WELCH LETTER TO R BEUTEL RE CONDOMINIUMS; PHONE CONF W/ATTY T WELCH	.50	\$42.50

EAB .50HRS = \$42.50

TOTAL FOR FILE: 800203	BILLED	UNBILLED	TOTAL
TIME	.00hrs.	.50hrs	.50hrs.
CHARGES	\$.00	\$42.50	\$42.50

Consent X

Meeting Date: 10/12/8

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: E-2

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Resignation of Patricia Kusters from the Human Rights Commission

SUBMITTED BY:

Human Rights Commission

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Ms. Kusters has moved out of state.

ACTION REQUESTED:

Acceptance

SAC

6/29/87

Consent X

Meeting Date: 10/12/88

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: E-3

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Appointment of G. James Olsen, 1816 Asbury, to Human Rights Commission.
Term to expire December 31, 1989.

SUBMITTED BY: Tom Baldwin

REVIEWED BY: Human Rights Commission

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See attached application and resume. Mr. Olson will complete the term of Patricia Kusters.

ACTION REQUESTED:

Approval recommended by Commission.

SJC

6/29/87

FALCON HEIGHTS COMMISSION/COUNCIL APPLICATION

*Copies to Wayne 8/24/88
Copies to Kay 8/24/88*

DATE August 22, 1988

NAME: G. James Olsen

ADDRESS: 1816 Asbury St., Falcon Heights Home: 647-9970
PHONE Work: 722-2223

HOW LONG AT ABOVE ADDRESS? 1 & 1/2 YEARS

IN WHAT CAPACITY DO YOU WISH TO SERVE? Human Rights Commission Member

REASON YOU WISH TO SERVE ON ABOVE: Desire for community service. Interest in human rights issues. Interest in expanding my horizons of volunteer involvement beyond the arts and religion. Belief that as citizens of a community we have an obligation to contribute something in return for the services we receive.

PRIOR PUBLIC (OR RELATED) SERVICE: President, Minnesota Humane Society; Past Vice Chair, Governor's Residence Council; Past President, Affiliated State Arts Agencies of the Upper Midwest. Other as noted on the enclosed resume.

OTHER RELEVANT BACKGROUND (OR COMMENTS): See attached including service as the head of a State agency (The Minnesota State Arts Board).

G. JAMES OLSEN

1816 Asbury Street
Falcon Heights,
Minnesota 55113
612/647-9970

EMPLOYMENT HISTORY

Crosier Fathers and Brothers Province: Canons Regular of the Order of the Holy Cross

Executive Director of Development, 1987-

The Crosiers are a religious order of Priests and Brothers founded in 1210 A.D. in Belgium; and established in America in 1910. The world-wide structure includes Provinces in the United States, Indonesia, Belgium, Holland, Austria, Zaire, Italy, Germany, and Brazil. American Crosier communities are located in seven states and in Irian Jaya, Indonesia.

The Executive Director of Development is responsible for the overall coordination of the American Province development program. Responsibilities of the position include policy development, long-range planning, the review and establishment of development strategy for all American Crosier communities, as well as the training, direction and support of all Province development personnel.

United Arts. President and Chief Executive Office, 1984-87

United Arts is one of America's first and largest local arts agencies and federated arts fund drives. During my tenure, United Arts was a private non-profit organization with an annual budget of over \$2 million and a staff compliment of 13. United Arts gave large operating grants to seven member agencies, smaller grants to 25 additional Twin Cities arts organizations, and provided the state's most expansive technical assistance program for artists and arts organizations.

As President, I was responsible for fund raising, supervising staff members and ensuring the organization's success through effective planning, board development and community relations. In 1984 and 1985 the President was also responsible for managing Landmark Center, an historic St. Paul building which housed arts organizations as well as commercial tenants, and which produced hundreds of programs annually.

During my tenure at United Arts, the organization charted the course for a new future as the result of an ambitious planning effort, streamlined its programs and staff and revised its mission to focus

G. JAMES OLSEN

on fund raising and services to a broader cross-section of emerging Twin Cities arts organizations. While I served as President, the number of donors to United Arts grew from 11, 000 to over 23,000; the number of arts organizations funded increased from 18 to 33; the number of employers permitting workplace giving doubled; and the number of artists and arts groups receiving services increased from just over 1,000 to 2,589. The growth in the number of donors was particularly important at a time when the level of arts support from any given individual, corporation or foundation proved unpredictable. In my last six months with United Arts, as a consultant to the organization, I led a successful effort to defeat legislation designed to limit the access of small federated fund drives to giving by government employees.

Minnesota State Arts Board
Executive Director, 1982-84
Acting Executive Director, 1981-82
Assistant Director, 1979-81

While I served as Executive Director, the Minnesota State Arts Board was a state agency with an annual budget of more than \$3 million and a staff compliment of 17. The Board distributed state, federal and private funds to hundreds of Minnesota artists and arts organizations and provided programs which promoted and encouraged the arts in Minnesota communities and schools. The Arts Board was among the first state arts agencies to give unrestricted operating support to large arts organizations, direct grants to individual artists and to create sub-state regional arts councils to develop local arts activities.

As Executive Director, I was responsible for securing state, federal and private funds through the legislative process and through the submission of funding requests to various public and private grant-making bodies. The Director also provided organizational and staff leadership and functioned as the liaison with the Governor, legislature, board of directors, various government agencies, national organizations, artists, arts groups and the media.

In 1983 and 1984 the Arts Board gained national recognition for developing and administering the first and most ambitious public/private cooperative state arts funding programs in America. President Reagan recognized Governor Perpich and the Arts Board for these achievements in July of 1984.

Previous Employment, 1961-79

During this time period, I held progressively responsible administrative positions with the St. Paul Opera Association, Northern Theatre Ballet, Indiana University, The Commons and the Indiana Arts Commission. Concurrent with this I engaged in graduate level teaching responsibilities and professional performance experience with Indiana University and the St. Paul Opera Association, respectively.

G. JAMES OLSEN

COMMUNITY SERVICE

Over the past two decades I have had the opportunity to serve on various community boards and advisory committees. This service has focused on helping non-profit organizations, government agencies and community leaders in the arts and religion.

Highlights of this volunteer activity include my present service as president of the Minnesota Humane Society and, within the past five years, as president of the Affiliated State Arts Agencies of the Upper Midwest, vice-chair of the Governor's Residence Council and advisor to the Nebraska Arts Council.

Other organizations which I have served in either a board or advisory capacity over the past decade include: United Theological Seminary, Community Development Corporation for the Archdiocese of St. Paul and Minneapolis, St. Paul Downtown Council, Actor's Theatre, Southern Theater Foundation, Mayor's Media/Telecommunications Leadership Group, and Mayor's Task Force on Arts High School. Recently I initiated public events to celebrate the important contributions made to St. Paul by community activist and leader, Frank Marzitelli and St. Paul City Council Chairman Jim Scheibel.

EDUCATION

Graduate Studies, College of St. Catherine, Theology and Spirituality,
1986-Present
Doctoral Studies, Indiana University, Theatre and Drama,
1972-75 and 1977-78
M.A., St. Cloud State University, Theatre, 1971
B.A., Macalester College, English and Education, 1968

PUBLICATION

"A Yearning for Recollection," Studia Mystica, VII, No. 4 (Winter, 1984), pp. 42-45

Consent X

Meeting Date: 10/12/8

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: E-4

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Planning Commission Minutes of October 3, 1988

SUBMITTED BY: Planning Commission

REVIEWED BY: Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Minutes attached.

ACTION REQUESTED:

6/29/87

SAC

MINUTES
REGULAR PLANNING COMMISSION MEETING
OCTOBER 3, 1988

Chairman Black called the meeting to order at 7:30 P.M.

Black, Daykin, Boche, Barry, Carroll, Grittner and Duncan. Also present was Council Liaison Wallin and Planner Malloy.

PRESENT

Finegan and Nestingen.

ABSENT

Barry moved, seconded by Duncan, to approve the September 12, 1988 Minutes as presented. Motion carried unanimously.

9/12/88
MINUTES
APPROVED

Sue Gehrz, Vice-President, University Grove Homeowners' Association, reviewed her September 22, 1988 letter and parking permit proposal in detail (a copy of which is on file on the office of the Administrator). The University Grove Homeowners' Association are requesting that homeowners in the University Grove area be allowed to purchase from the city parking permits or are requesting some other way to accomplish the same objective (maintain parking restrictions but allow homeowners to park on city streets) which will preserve a good quality of life for this neighborhood.

UNIVERSITY
GROVE
PARKING
PERMIT
REQUEST

Black also reviewed what action was taken by the City Council with the parking restriction request from 1666 Coffman. Mayor Baldwin then reviewed the present philosophy in the suburbs--all property owners must provide off street parking and the streets cannot be considered as part of the parking budget. Since, at this time, such philosophy exists, the request for 1666 Coffman for parking permits was denied and Coffman Street was directed posted "2 Hour Parking Except Weekends and Holidays" from Larpenteur south to the Fire Lane. Wallin agreed that the permit parking issue had to be looked at comprehensively.

BLACK/
BALDWIN/
WALLIN

After further discussion, Carroll moved, seconded by Daykin, to table further discussion on the parking permit request made by the University Grove residents and Joanne Eicher, 2179 Folwell, and schedule a workshop to be held October 12, 1988 at 8:00 P.M. with the Planning Commission, City Council, Planner and Safety Liaison. Motion approved unanimously.

PARKING
PERMIT
REQUEST
TABLED -
WORKSHOP
SCHEDULED

Planner Malloy reviewed how work was progressing on the informational booklet, requested clarification in some areas and advised a final draft should be ready for the next meeting.

MALLOY

Duncan moved, seconded by Boche, to adjourn the meeting at 8:30 P.M. Motion carried unanimously.

ADJOURN-
MENT

Consent X

Meeting Date: 10/12/88

Policy

CITY OF FALCON HEIGHTS

Agenda Item: E-5

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Cancellation of Check #22218 dated September 16, 1988, issued to City of Brooklyn Park in the amount of \$60.00.

SUBMITTED BY: Al Rolek

REVIEWED BY: Shirley Chenoweth

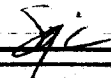
EXPLANATION/SUMMARY (attach additional sheets as necessary):

AMM program was cancelled and check returned.

ACTION REQUESTED:

Approval

6/29/87



Consent X

Meeting Date: 10/12/88

Policy

CITY OF FALCON HEIGHTS

Agenda Item: E-6

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

1989 Law Enforcement agreement with Ramsey County Sheriff's Department

SUBMITTED BY: Sheriff's Department

REVIEWED BY: Staff

EXPLANATION/SUMMARY (attach additional sheets as necessary):

A copy of the entire contract is in the office if you would like to review it.

ACTION REQUESTED:

Approval

SAC

Consent X

Meeting Date: 10/12/88

Policy

CITY OF FALCON HEIGHTS

Agenda Item: E-7

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Licenses

SUBMITTED BY: Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

All are renewals except Blacktop Maintenance.

ACTION REQUESTED:

Approval

6/29/87

Consent Agenda
October 12, 1988

Licenses

Corporate

Bullseye-Silver Screen Video/Tan #169
1553 West Larpenteur
Falcon Heights, MN 55113

Minnesota Tang Soo Do Karate #168
1550 West Larpenteur
Falcon Heights, MN 55113

General Contractors

* Blacktop Maintenance #170
881 East County Road E
White Bear Lake, MN 55110

Pacific Pool and Patio #171
6922 - 55th Street North
Oakdale, MN 55109

*New Contractor

Consent _____

Meeting Date: 10/12/8

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F-1

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Consider Request to Purchase a Portion of City Property for Construction of a proposed Office Building

SUBMITTED BY: George F. Cundy and Associates
Architects

REVIEWED BY: Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

This summer I met with Mr. Cundy to discuss his proposed plan for construction of an office building at 2061 West Larpenteur and the information was informally presented to Council. At that time he was anticipating breaking ground in the spring of 1989. However, in a telephone communication last week he informed me they have prospective tenants who would like spring occupancy and they are considering beginning construction this fall. Mr. Cundy's client has expressed an interest in purchasing a portion of the abutting city property as was discussed at the time Dr. David Olson considered construction of a building on the site.

Attachment: Letter dated October 3, 1988 from George F. Cundy

ACTION REQUESTED: * JW negotiate & sell.

[Handwritten signature]

GEORGE F. CUNDY & ASSOCIATES

ARCHITECTS

**348 PRIOR AVENUE NORTH
ST. PAUL, MINNESOTA 55104
612-646-3268**

October 3, 1988

Janet Wiessner
City Administrator
City of Falcon Heights
Falcon Heights, Minnesota

Dear Ms. Wiessner,

I am the Architect for a three story office building proposed for construction at the N.W. corner of Prior Ave. and Larpenteur Ave. in Falcon Heights. The site is presently occupied by a small residence between Larpenteur Ave. and the City Hall.

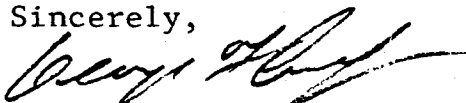
In discussions with Dr. Olson, the property Owner and with Shirley in your offices, mention was made that at the time Dr. Olson was proposing a building for that site the City was considering selling Dr. Olson a strip of land approximately 25 feet wide along his west property line.

My client is very interested in discovering whether or not the City would still be willing to sell this land. While the site is large enough for the building my client wishes to construct, the narrowness of the site does not allow as much landscaping at the front of the building as we would desire for the quality office building he has proposed.

Shirley suggested that I contact you by mail regarding this matter. If the city would entertain the idea of selling some of this land just west of the Olson property I would appreciate the opportunity to meet with you or whom ever might be appropriate at the earliest convenience.

Thank you for your consideration.

Sincerely,


George F. Cundy, A.I.A.

150
25

Consent _____

Meeting Date: 10/12/88

Policy X

Agenda Item: F-2

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Proposed Code Amendment Relating to Christmas Tree Sales Lots

SUBMITTED BY:

Jan Wiessner
Shirley Chenoweth

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Copy of present code, Section 5-6.01
- (b) Proposed amendment

This proposed change will put Christmas tree lot sales in a separate category with uniform regulations applying to all lots.

*Tom B -> differentiate betw. signs
selling trees vs.*

*-> Sign Ordinance - 1st Mtg in Nov.
re: Non-Profit Orgs vs. Businesses*

ACTION REQUESTED:

[Signature]

CITY OF FALCON HEIGHTS

ORDINANCE

Date _____

AN ORDINANCE REMOVING CHRISTMAS TREE SALES LOTS FROM SECTION 5-6.01 OF THE MUNICIPAL CODE AND ESTABLISHING SECTION 5-6.02 REGULATING CHRISTMAS TREE SALES

The City Council of the City of Falcon Heights does ordain as follows:

* Section 2 shall be added to read

5-6.02 Regulation of Christmas Tree Sale Lots.

Subdivision 1. License Required. No person, firm, corporation or organization shall give away, trade, barter, sell at retail any cut evergreen, fir, spruce or other tree of like kind, for use as what is generally known as a "Christmas tree", within the City of Falcon Heights without first having obtained a license to do so. Such a license shall be referred to as a Christmas Tree Sales License and shall expire on January 15th of the year following issuance of the License.

Subdivision 2. Application for License. Any applicant for a License issued under this Ordinance shall file with the Clerk a written application stating name, address and the place of intended sale of such trees, hours of operation, together with a site plan of the property showing all existing structures and all off-street parking to be provided on the property or adjacent property. Also included with the application shall be the license fee as established in Section 5-4.02 of this Code.

Subdivision 3. License Restrictions. The following restrictions shall govern the issuance and continued validity of a Christmas Tree Sales License:

- a. Such a License shall be granted only in a P-1, or B-2 District or for an existing nursery or garden store.
b. Adequate off-street parking shall be provided on the site or adjacent thereto.

Moved by _____

Approved by _____ Mayor

Yeas
BALDWIN
CIERNIA
CHENOWETH
WALLIN
BUSH

Nays
_____ in Favor
_____ Against

Attested by _____ Administrator

Date
Date

Attested by Council _____

- c. At all times the site shall be kept in a clean and neat manner and free from debris.
- d. In the event the site is to be artificially illuminated, all lighting shall be directed so as not to create a glare on the traveled portion of any public street and so as not to shine upon any residentially-used property.
- e. All signage must comply with existing sign regulation (Section 9-13.03, Subdivision 6). Sign permit fees shall comply with the Uniform Building Code.

Subdivision 5. Restrictions. Every gasoline filling station shall be maintained and conducted in compliance with the provisions of this Code and the laws of the State of Minnesota.

Every gasoline filling station shall be inspected at least twice every year by the fire chief to see that the premises are maintained in compliance with the state law and this Code and to see that there is no dangerous accumulation of waste or other combustible material on the premises. It shall be the duty of the fire chief to report to the council any violations of statutes or Code or any dangerous conditions or situations which he may discover during such inspections.

Premises used as gasoline stations must be kept clean, in good repair and free and clear of any trash, rubbish or debris.

Subdivision 6. Penalty. Any person, firm or corporation which shall violate any provision of this section shall be guilty of a misdemeanor.

PART 6. FOOD STANDS AND CHRISTMAS TREE LOTS

Section 1

5-6.01 Regulation of Food Stands ~~and Christmas Tree Lots~~

Subdivision 1. Generally. No person, firm or corporation shall operate a sandwich stand, hamburger stand, hot dog stand, root beer stand, ice cream stand, soft drink stand, popcorn wagon, ~~Christmas tree lot~~, mobile food vendors or any drive-in business within the City without first obtaining a license as provided herein.

Subdivision 2. Application and Issuance. Application for such license shall be made in writing to the clerk and shall state the full name and address of the applicant, the nature of the business desired to be licensed, the location where the business is to be carried on, the owner of the said premises, and such other information as shall be required by the clerk.

The clerk shall submit the said application to the council for its consideration. The council by resolution may grant or refuse to grant this license after consideration of the application. The council may require that a public hearing before the council be had upon any application such hearing to be held at such time and upon such notice as the council may determine. After such a hearing the council by resolution may either grant the license or refuse to grant the license. The council may impose any conditions or restrictions it deems necessary

** would like to allow EB to operate promotions w/o disrupting traffic etc.*

or advisable in the public interest in the resolution granting any license hereunder.

Subdivision 3. Licenses. The fee for every such license shall be \$35.00 per annum. Every such license shall expire on June 30 next after its issuance. Licenses shall not be transferable from one person to another and a new license must be applied for each time a place of business is changed.

Every such license shall be kept conspicuously posted about the place for which the license is issued and shall be exhibited to any person upon request.

Subdivision 4. Revocation. Every such license may be revoked by the council for the violation of any provision herein, for the violation of any conditions or restrictions in the resolution granting the license, or for the good of the public health or morals after the licensee has been given reasonable notice and an opportunity to be heard.

Subdivision 5. Restrictions. No person having any infectious disease shall be allowed to handle food. All persons handling food must keep clean, wash their hands frequently and wear clean clothing.

The person applying for any such license must satisfy the council that there has been paid or will be paid, before penalty accrues, all real estate and personal property taxes assessed against the property to be used in connection with the said business.

Subdivision 6. New Businesses. New business covered shall not be commenced until after the issuance of a license hereunder.

Subdivision 7. Penalty. Any person, firm or corporation which shall violate any provision of this section shall be guilty of a misdemeanor.

PART 7. ITINERANT PEDDLERS AND SOLICITORS

5-7.01 Regulation of Itinerant Peddlers and Solicitors

Subdivision 1. Purpose. The purpose of this section is to regulate and control the conduct of selling goods and merchandise in any manner where the sale or solicitation does not occur within a building, store

Consent _____

Policy _____

** Letter to Mrs. Cowles*

Meeting Date: 10/12/88

Agenda Item: F3

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Request for reimbursement for replacement of soil and grass on boulevard

SUBMITTED BY:

Edna M. Cowles, 1728 Tatum

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Mrs. Cowles says they had approximately 4 inches of sand and gravel removed and replaced with black dirt and seeded. This boulevard was slated for partial replacement by the City.

ACTION REQUESTED:

Phil → m/ so reimburse at a rate = 50% of typical lot cost on Tatum (when dem)
Approve/Disapprove

[Signature]

R-Z ENTERPRISES
559 Heinel Drive
Roseville, MN 55113
(612) 483-2134

Billing Dates:
9-16 to _____

Edna Cowles
1728 Tatum St.
St. Paul MN. 55113

***** Balance Due Upon Receipt *****

<u>Date</u>	<u>Service</u>	Balance as of _____ \$ _____	<u>Cost</u>
9-16	OVERSEED		225.00

Service Charges \$ 225
6% State Tax 13.50
Total \$ 238.50
Payment \$ _____
Balance as of _____ \$ _____
Amount Due \$ 238.50

PLEASE MAKE ALL CHECKS PAYABLE TO R-Z ENTERPRISES

RETURN THIS PORTION OF STATEMENT WITH PAYMENT

Name:

Address:

Amount Enclosed:

City Council -

Recently we had our Boulevard repaired as it was done very poorly. Now we have it nicely done with black dirt (not gravel & sand) and it is green and nice. Can I expect any reimbursement, please -
Edna K Cowles

PAID -
9-16-88

Consent _____

Meeting Date: 10/12/88

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: F4

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Resolution authorizing final payment for St. Mary's Street improvements.

SUBMITTED BY:

Terry Maurer

REVIEWED BY:

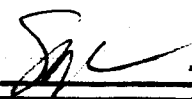
Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Engineer's Certification of Completion
- (b) Proposed Resolution

ACTION REQUESTED:

Approval as recommended by Engineer





CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

October 4, 1988

File: 330-007.70

Ms. Jan Wiessner, Administrator
City of Falcon Heights
2077 Larpenteur Avenue West
Falcon Heights, MN 55113

RE: St. Mary's Street Improvements

Dear Ms. Wiessner:

Enclosed are three (3) copies of the final pay estimate for the above reference project. The original bid for this project was \$11,787.50. The final construction cost was \$12,087.33. The small overrun was due to additional bituminous patching prior to overlayment.

We have inspected the work performed by Bituminous Consulting and Contracting, Inc. and found it to be in compliance with the plans, specification and contract documents. We would, therefore, recommend final payment to them in the amount of \$1339.38. Final payment should be contingent on receiving the following from Bituminous Consulting and Contracting, Inc.

- 1) Minnesota Department of Revenue Form IC-134
- 2) Consent of Surety Company to Final Payment
- 3) Certification of Payment for Labor and Materials

If you have questions regarding this, please call.

Sincerely,
MAIER STEWART & ASSOCIATES, INC.

Terry J. Maurer, P.E.

TJM/ms

Enclosure

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date October 12, 1988

A RESOLUTION AUTHORIZING FINAL PAYMENT OF \$1,339.38 TO BITUMINOUS CONSULTING & CONTRACTING, FOR THE 1988 ST. MARY'S STREET IMPROVEMENT.

RESOLVED, That the City Council of Falcon Heights does hereby authorize final payment of \$1,339.38 to Bituminous Consulting & Contracting, Inc., 2456 Main Street N.E., Minneapolis, MN., 55434.

Moved by _____

Approved by _____
Mayor

Yeas

Nays

_____ Date

BALDWIN _____ in Favor
CIERNIA _____
CHENOWETH _____ Against
WALLIN _____
BUSH _____

Attested by _____
Administrator

Adopted by Council _____

_____ Date

Consent _____

Meeting Date: 10/12/8

Policy _____

Agenda Item: F5

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Request for donation to Park Bugle

SUBMITTED BY:

Bruce R. Dalgaard, President, Park Press

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The city donated \$200.00 to the Bugle in both 1986 and 1987.

ACTION REQUESTED:

PB
m / \$200.
amended to \$250. (J. Wallin!)

Consider donation from contingency fund.

SW



646-5369

P.O. Box 8126 Como Station
St. Paul, Minnesota 55108

Published by Park Press, Inc. Serving the communities of St. Anthony Park, Lauderdale, Falcon Heights and Energy Park

September 9, 1988

Dear Friends:

For over fourteen years the PARK BUGLE has been informing and entertaining residents of our communities. Each year circulation has grown and more and more people have benefited from the news, announcements, advertisements and photographs that fill the pages of our neighborhood newspaper.

The PARK BUGLE relies on the support of its neighbors, not just in submitting news, writing stories, providing photos and supporting the advertisers, but for contributing the core financial support necessary to keep the presses rolling.

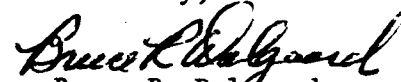
Once again we are turning to the friends of the PARK BUGLE to ask for assistance in reaching our annual fund goal of \$11,500. This figure represents about ten percent of the newspaper's annual budget, but it is so important in helping us pay staff salaries, purchase newsprint, and cover the costs of printing and mailing the paper each month.

The financial support of people like you helps the PARK BUGLE stand out as one of the best community newspapers in Minnesota. At its last annual meeting the Neighborhood Press Association made ten awards to the PARK BUGLE. We don't often "blow our own horn" but these awards are important to us and they should be to you too. The quality and imagination represented on the pages of the PARK BUGLE make it interesting and informative and a real asset to our communities.

We have reached our annual fundraising goal each of the last five years. Please help us do it again this year. You'll be participating in a proud community tradition and among the more than 500 individuals and businesses which make up the PARK BUGLE family.

A reply card and envelope are enclosed for your convenience. Thanks for your interest and support.

Sincerely,


Bruce R. Dalgaard
President

P.S. If you have already made a gift to the PARK BUGLE this year in response to the appeal in our September issue, consider this your first official "thanks"!

Directors: Jim Christenson, Valerie Cunningham, Catherine Furry, Arlene Holdeman, David Laird, Jane Lindberg, Robin Lindquist, Julie Medbery, Tommy Thompson, Glen Skovholt, Bill Slettom, Connie Tressel, and Willis Warkentien.

Consent _____

Policy ✓

Meeting Date: 10/12/88

Agenda Item: F6

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Resolution assessing costs of St. Mary's parking improvement to *Ciatti's Inc. Restaurant Associates*

SUBMITTED BY:

Al Rolek

REVIEWED BY:

Al Rolek
Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The St. Mary's Parking Improvement Project has been completed. The final costs of the improvement are as follows:

Engineering	\$5,713.86
Publishing	78.95
Contractor	<u>\$12,087.33</u>
TOTAL:	\$17,880.14

Pursuant to the Assessment Agreement dated 5/11/88, Ciatti's agreed to be assessed at 70% of the total costs, which amounts to \$12,516.10.

ACTION REQUESTED:

m/

Rest Assoc. on behalf of Ciatti's

Approval of Resolution R-88-19 assessing Ciatti's Inc. for costs of parking improvements pursuant to the Assessment Agreement of 5/11/88.

Al

CITY OF FALCON HEIGHTS

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

Date October 12, 1988

A RESOLUTION FOR THE ASSESSMENT OF ST. MARY'S STREET
PARKING IMPROVEMENT COSTS TO CIATTI'S, INC.

WHEREAS, the City of Falcon Heights and Ciatti's, Inc. entered into an Assessment Agreement on May 11, 1988 for parking improvements on St. Mary's St., and

WHEREAS, the said parking improvements were contracted for and completed satisfactorily, and

WHEREAS, the total final cost of the said project was \$17,880.14.

THEREFORE, BE IT RESOLVED, that the City of Falcon Heights hereby assesses Ciatti's, Inc. for parking improvements on St. Mary's Street according to the terms set out in the aforementioned Assessment Agreement (See Exhibit A), in the amount of \$12,516.10.

Moved by _____

Approved by _____
Mayor

Yeas

Nays

_____ Date

BALDWIN _____ in Favor
CIERNIA _____
CHENOWETH _____ Against
WALLIN _____
BUSH _____

Attested by _____
Clerk Administrator

_____ Date

Adopted by Council _____

Consent _____

Meeting Date: 9/12/88

Policy X

CITY OF FALCON HEIGHTS

Agenda Item: F-7

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Preliminary Development Agreement Form

SUBMITTED BY:

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

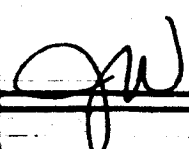
In reviewing our existing tax increment Financing Application Forms, it became evident that changes would be required for the pending application by Marcor. The old forms were based on bond financing rather than "Pay As You Go". Jim Winkels has indicated that they would like to submit a preliminary application for Planned Unit Development designation at the November Planning Commission Meeting.

Attached are the following revised and/or new forms:

- A. Goals and policies re: TIF Applications *will be delivered 10/10/88*
- B. TIF Application Forms
- C. TIF Preliminary Agreement (to be distributed by Tom Gedde)
- D. PUD Timeline and Checklist

ACTION REQUESTED:

Review and Approve Forms



CITY OF FALCON HEIGHTS

APPLICATION FOR TAX INCREMENT

FINANCING

Please type
or print

I. APPLICANT

(a) Business Name:

(b) Business Address:

(c) Telephone

(d) Business Form (corporation, partnership, sole proprietorship, etc.) and date of formation:

(e) State of Incorporation or Organization:

- (f) Brief description of nature of business, principal products, etc.
- (g) If project is leased, list prospective lessees, nature of lessee's business, and principal products, etc.
- (h) Authorized Representative (provide mailing address and telephone number(s):
- (i) If applicant is corporation, state officers, directors, stockholders holding more than 5% of the stock of corporation (state name, address and relationship to applicant): [If Corporation not formed, set forth as much as possible concerning potential Officers, Directors, Stockholders]
- (j) If applicant is general partnership state general partners and if limited partnership state general partners and limited partners with more than 5% interest in the limited partnership: (if partnership is not formed set forth as much as possible concerning potential partners:

- (k) Name, address and telephone number of Applicant's legal counsel and accountant:

II. PROJECT

- (a) Location (state street address and attach the legal description of project site):
- (b) Present ownership of project site. If project site is not currently owned by applicant, describe arrangements by which applicant intends to acquire or use site:
- (c) Describe Project. If Project is a building or addition to building, specify number of stories, square footage, related parking facilities, etc. If Project includes equipment, describe equipment. (Attach site plan and building elevations, if available):

(d) Zoning:

(1) What is the zoning status of project site?

(2) Is zoning status appropriate for the intended use?

(3) Will rezoning, zoning variance, or conditional use permit be sought in connection with project? (See City -Administrator) Describe:

(4) Is the property properly subdivided for the intended use?

(5) Has site plan approval been obtained for this project? If so, on what date by Planning Commission _____? By Council _____?

(6) Attach zoning map of property within 300 feet of project (see City -Administrator):

(e) Attach a financial proforma (5 year minimum) which shows an estimate of sources and uses of project funds which allows for the analysis of the following:

- (1) Project cost detail
- (2) Total debt detail
- (3) Ongoing revenue sources
- (4) Ongoing expenditure items
- (5) Inflation analysis
- (6) Vacancy analysis
- (7) Tax analysis
- (8) Sale of project analysis
- (9) Profitability, risk and interest rate of return ratios
- (10) Time period of public participation
- (11) Testing of various financial assumptions

- (g) Will project be occupied by applicant after completion? If not, state name of future lessees, and status of commitments or lease agreements:
- (h) Names and addresses of architect, engineer and general contractor for project:
- (i) Current real estate taxes assessed on project site, and estimated real estate taxes on project site upon completion of project:
- (j) What is the target date for:
1. Construction start _____ ?
 2. Construction completion _____ ?
- (k) If the applicant is proposing Planned Unit Development (PUD) status, additional information is required. (See Ch 9, Part 16 of City Zoning Code) Checklist is attached which will be used to assure completion of application.

III. TAX INCREMENT FINANCING

- (a) Demonstrate that alternative sources of financing are not available for the project and that the project could not be constructed as proposed without the assistance requested.

- (b) Amount of project expenses requested by applicant to be paid from proceeds of the tax increment financing:

- (c) Proposed date that applicant expects tax increment proceeds to be available to pay project expenses:

IV: MISCELLANEOUS

- (a) Detail the status of any previous or current requests which applicant, its principals or affiliates have made to the City or to other municipalities for tax increment financing:

- (b) If tax increment financing has been granted to the applicant by other municipalities, please describe:

- (c) Has applicant ever been in bankruptcy? If yes, describe circumstances.
- (d) Has applicant/^{or its officers, shareholders or partners}ever been convicted of a felony? If yes, describe conviction and sentence.
- (e) Has applicant ever defaulted on any bond or mortgage commitment?
- (f) Will any public official of the City, either directly or indirectly, benefit by the issuance of the City's tax increment revenue bonds for this project within the meaning of Minnesota Statutes, Sections 412.311 or 471.87? If so, specify.

Applicant understands and agrees that the information contained in this application and the information contained in items above is intended for use by the City of Falcon Heights, its officers, employees, and agents in connection with the City's consideration of possible tax increment financing for applicant's project; however, the City gives no assurance that this information may not be disclosed, in whole or in part, to persons other than City's officials, employees and agents.

The Undersigned, (a) (the) _____
of applicant, hereby represents and warrants to the City that
(he) (she) has carefully reviewed this application, and that
the statements and information contained herein and submitted
herewith are accurate and complete to the best of the
Undersigned's knowledge and belief.

Dated: _____
_____ Applicant

By: _____

Its: _____

The City reserves the right to require additional information
and supporting data from the applicant after the filing of this
Application.

CITY OF FALCON HEIGHTS

PROCEDURE FOR PROCESSING A PLANNED UNIT DEVELOPMENT (PUD)

ESTIMATED TIMELINE

The application and hearing process for PUD's is the same as required for Conditional Use Permits.

Project: _____

Estimated timeline for project: (insert anticipated dates)

<u>Deadline Info</u>	<u>Est. Dates</u>
15 days prior to Pl. Comm. Mtg.	_____ 1. Submit preliminary development plan to City Administrator (See checklist for plan contents)
	_____ 2. <u>Planning Commission Meeting</u> - Review preliminary development plan
	_____ 3. <u>City Council Meeting</u> - Review preliminary plan with Planning Commission recommendations.
15 days prior to Pl. Comm. Mts.	_____ 4. Submit final plan to City Administrator
Within 6 months of prelim. plan approval by Council	_____ 5. <u>Planning Commission Meeting</u> - Public Hearing, Recommendations or final plan to Council
	_____ 6. <u>City Council Meeting</u> - Public Hearing (optional) - Public decision on final plan

NOTE:

Amendment of Plan

Any substantial changes in the Final Development Plan, including but not limited to changes in land use, increases in development density or intensity or changes in the provisions for common open spaces shall require an amendment of the Final Development Plan. The amendment process for Planned Unit Developments shall be the same as that for all other amendments to the Zoning Code. (See 9-15.05)

CITY OF FALCON HEIGHTS

CHECKLIST FOR PUD REQUIREMENTS

(Use "X" to indicate that item is adequately addressed in application.
If item is not applicable to project, mark "N/A")

For more information, see Ch 9 - Part 16 of City Code

- 1. Application must be filed by all landowners (9-16.03)
- 2. Common open space must meet minimum density requirements
- 3. Operating and maintenance requirements assurance
- 4. Density and adequacy of public service for each stage of development
- 5. Minimum 200 feet of public right of way frontage (9-16.05)
- 6. Front, side and rear yard size
- 7. Distance from other buildings ($\frac{1}{2}$ sum of bldg. heights)
- 8. Dust free surfaces
- 9. Screening/landscaping of abutting residential areas
- 10. Private roads
- 11. PUD Permitted use criteria (9-16.04)
 - a. Responsibility of Homeowners Association
 - b. Meets community standards for public roads
 - c. Meets right-of-way requirements
 - d. Written procedure for possible transfer of road from Homeowners Association to community
 - e. Assessment procedure established for public takeover
 - f. Public easement granted
 - g. Private road not connecting two or more public roads or road right-of-ways
 - h. Written approval if private road is to connect with other private road.
 - i. Option available to acquire full public right-of-way of road.

CHECKLIST FOR PRELIMINARY DEVELOPMENT PLAN (If item is not applicable, indicate with N/A).

a. The drawings may be in schematic form and must contain the following:

1. The location, size of site and the proposed uses of the land to be developed.
2. The density of land use to be allocated to the several parts of the site to be developed.
3. The location and size of all useable open space and the form of organization to own and maintain such space.
4. The use, height, bulk and approximate location of buildings and other structures.
5. The plans for the distribution of sanitary wastes, storm water, and the provisions of other utilities.
6. The plans for parking of vehicles and the location and width of proposed streets, curbs, gutter and landscaping.
7. A schedule showing the proposed times within which application for final approval of all sections of the Planned Unit Development are intended to be filed.

b. The written statement must include the following:

1. A narrative explanation of the general character of the Planned Unit Development, its integration with the surrounding land uses and justification of any requested density bonuses.
2. A statement identifying the final ownership and describing maintenance of all parts of the development including streets, structures and useable open space.
3. The total anticipated population of the Planned Unit Development, with break-downs as to the estimated number of school age children, adults and families.

c. The following exhibits to the written statement are required:

1. Abstractor's certified property certificate showing the names and addresses of property owners within three hundred (300) feet of the outer boundaries of the property.

- _____ 2. Location map showing property in relation to the City as a whole and to the City's primary elements such as thoroughfares, schools, parks and shopping areas.
- _____ 3. A legal description of the property including approximate total acreage.
- _____ 4. Boundary survey prepared by a registered surveyor of the property and one hundred (100) feet beyond showing:

 - a. Existing property lines and dimensions.
 - b. Ownership of all parcels.
 - c. Platting and easements.
 - d. Street and railroad rights-of-way.
 - e. Buildings.
 - f. Utility lines and facilities.
- _____ 5. A topographic map prepared by a Registered Civil Engineer or Registered Land Surveyor covering the entire tract proposed for development which contains the following information:

 - a. Contour lines at no more than foot intervals.
 - b. Hydrologic information including drainage patterns, wetlands, and land subject to periodic flooding.
 - c. Soil and subsoil conditions.
 - d. Vegetation including classification of tree cover by species.
- _____ 6. Any other material requested by the City Council, Planning Commission or City staff.



CITY OF
FALCON HEIGHTS

2077 W. LARPEN TEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE 612-644-5050

October 11, 1988

TO: Mayor Baldwin and Council Members

FROM: Jan Wiessner *JW*

RE: Additional attachments for Council Agenda Item F-7

Enclosed are the attachments missing from the agenda packets which were delivered on Friday.

- A. TIF Goals and Policies, Application Review Criteria
- C. Preliminary Development Agreement

Our current policy requires a \$500 application fee, \$10,000 irrevocable letter of credit, and reimbursement for ^{all} project related City costs. There seems to be a variety of different approaches used by cities to retrieve their preliminary development costs, i.e.:

<u>City</u>	<u>TIF App. Fee</u>	<u>LOC</u>	<u>Comments</u>
Shoreview	\$7,500	No	Any portion unused is refunded, any additional costs are billed.
Roseville	No	No	5-10% of incremental cash flows go to admin. costs plus legal fees come out of 1st year's increment
Maplewood	\$5,000	No	Any portion unused is refunded (Same as Shoreview)

The Council may want to discuss our policy Wednesday night.

\$5000 Appl. Fee - applied to expenses
\$3000 " " - non-refundable
\$7000 - LOC or (cash upfront,) - City option to ref. non

CITY OF FALCON HEIGHTS, MINNESOTA
GOALS AND POLICIES OF THE CITY OF FALCON HEIGHTS
AND CRITERIA AS TO THE REVIEW OF TAX INCREMENT
FINANCING APPLICATIONS

GOALS AND POLICIES

1. General Goals

- a. Maintain and improve the community character and identity.
- b. Prevent and eliminate blight and resist deterioration of the environment.
- c. Maintain and continue development of a strong economic base and create a favorable climate for the operation of responsible free enterprise systems .
- d. Provide active and passive open space for the enjoyment of Falcon Heights' residents.
- e. Enable the convenient movement of persons within the City in a safe manner.

2. General Policies

- a. Continue development in accordance with a comprehensive plan for land use, housing, transportation, and community facilities. Insofar as it is possible and practical, all future development should reflect the major proposals of the comprehensive plan. Where possible, the plan should be related to plans in neighboring communities and to the metropolitan area as a whole.
- b. Review and amend the comprehensive plan as necessary to ensure its usefulness as a practical guide to current and future development. Adhere to the comprehensive plan as closely as possible to ensure consistent development policy. Zoning changes based on the comprehensive plan shall be considered only after appropriate review of a specific development proposal.

- c. Continue the emphasis on quality design, innovative solutions, and a high general aesthetic level in community development, through the development of site design standards and review of developments by the City.
- d. Encourage adequate transitions and buffering between incompatible land uses.
- e. Encourage quality business development in the City and cooperate with new and existing business where such business contributed to the high social, economic, and aesthetic level of the community.
- f. Promote a balanced tax base by (a) encouraging quality residential development in established neighborhoods; and (b) encouraging intensive quality development of nonresidential projects in appropriate areas as guided by the comprehensive plan.

3. Commercial Policies

- a. Encourage the development of a wide range of retail sales and services in the community.
- b. Cooperate with and assist the development or expansion of existing and future retail facilities as a means of achieving maximum efficiency of land use, adequacy of vehicular movements and parking areas, and maximum aesthetic considerations.
- c. Restrict commercial development to specific areas in accord with the comprehensive plan and zoning ordinances.
- d. Encourage orderly transition of areas from residential to commercial in accord with the comprehensive plan and zoning ordinances.
- e. Cooperate with existing and potential commercial developers in creating efficient site plans with emphasis on efficient access, egress, parking areas, and landscaping.

4. Transportation Policies

- a. Allow for the safe and efficient transfer of all goods and people utilizing the transportation system.

- b. Plan land uses to reduce congestion on streets.
- c. Channel major traffic volumes onto a relatively few major streets and highways and discouraged from passing through residential areas.
- d. Require streets be developed according to their function. Pavement width, load capacity, and continuity of the street must recognize the function for which the street is intended.
- e. Coordinate all street planning with county, state, and federal road plans.
- f. Develop and expand the pedestrian system and bikeway system in the City.

CRITERIA

The City of Falcon Heights is granted the power to issue tax increment financing assistance under Minnesota Statutes, Chapter 273. The Falcon Heights City Council, being aware that such financing may prevent the emergence of blighted land, excessive unemployment and the need for redevelopment financing from the state and federal governments, has expressed its support for the use of such financing but has reserved the right to approve or reject projects on a case by case basis. The following criteria have, therefore, been developed as a guide for review of applications:

1. The project is to be compatible with the overall development plans and objectives of the City and of the neighborhood in which the project is located.
2. New businesses locating in Falcon Heights must show relatively substantial new employment and tax base being generated by the project.
3. Businesses should locate in areas of the City that the City wishes to develop, redevelop, or which in any way complements any development plans or policy of the City, will constitute a prime purpose under these guidelines. It is also the City's intent to assist in business expansions or relocations within the City where it can be shown that such would have a substantial, favorable impact on employment and/or tax base, or would help retain existing business in the City.

4. It is the City's intent to assist new or existing businesses in the acquisition of existing facilities, where such acquisition will maintain the stability of the tax base, or of employment, or both, and provided that not less than 15% of the project cost is to be used for rehabilitation of the existing facility.
5. The project must not put a burden on existing City services or utilities beyond that which can be reasonably and economically accommodated.
6. The applicant must enter into a Development Agreement, prior to the issuance of tax increment financing.
7. The applicant must enter into an Assessment Agreement setting forth a minimum market value for the project after its completion.
8. Demonstration of Need - A request for tax increment financing shall demonstrate that alternative financing is not available and that the project could not be constructed as proposed without the assistance requested.
9. The City reserves the right to determine the duration of any bond issue and the project costs for which it will allow tax increment financing to be used. It is the City's intent to minimize the length of any tax increment bond issue and the use of tax increments to pay eligible project costs.

PROCEDURES

1. The applicant shall make an application for financing on the attached application form. The completed application is to be returned to the City Administrator, together with an application fee of ~~\$500~~, which is non-refundable.
\$ 3000
2. The applicant shall furnish along with the application, a description of the project, plat plan, rendering of proposed building, etc., and a brief description of the applicant company.

3. The applicant shall be required to deliver a Preliminary Agreement signed by the Applicant in the form attached hereto at the time the applicant submits the application to the City.

ADMINISTRATIVE

1. The City Council reserves the right to deny any application for financing at any stage of the proceedings prior to its acceptance of the Development Agreement.

2. The City is to be reimbursed, and held harmless, for and from any out-of-pocket costs related to the actual or proposed tax increment financing.

3. All applications and supporting materials and documents shall remain the property of the City. Note that all such materials may be subject to disclosure and/or public review under applicable provisions of State law.

Revised
October, 1988

PRELIMINARY DEVELOPMENT AGREEMENT

This Preliminary Agreement made this _____ day of _____, 19____, between the City of Falcon Heights, a Municipality organized and operating under the laws of the State of Minnesota (hereinafter called "City") and _____, a corporation organized under the laws of the State of _____ (hereinafter called "Developer").

WITNESSETH:

WHEREAS, the City has received from Developer a proposal that the City assist in financing a project by providing tax increment financing in connection with a project to be undertaken by the Developer within the City,

NOW, THEREFORE, in consideration of the foregoing, the parties hereto agree as follows:

1. The Developer agrees to promptly reimburse the City for any and all expenses and costs of the City in connection with the preparation of the development program, the tax increment financing plan, the development agreement and all documentation and procedures undertaken by the City in connection with the proposed or actual issuance of tax increment financing whether or not the tax increment financing is actually provided. Costs and expenses shall include, but not be limited to, all out-of-pocket expenses, all fees for legal services, all fees for engineering and financial services including feasibility reports, all administration costs, appraisal costs, all costs of reports and hearings. The City will endeavor to advise the Developer as costs subject to this Agreement are incurred.

2. Within seven (7) days of the date hereof, Developer shall provide to the City an irrevocable letter of credit in a form satisfactory to the City, in an amount equal to \$10,000. The letter of credit shall have an expiration date of no less than one year and shall be available to the City to pay the costs and expenses set forth in paragraph 1 hereof upon the presentation of itemized statements of services rendered.

IN WITNESS WHEREOF, the undersigned have executed this Agreement the date and year first above written.

CITY OF FALCON HEIGHTS,
a municipality organized
and operated under the laws
of the State of Minnesota

By: _____

Its: _____

DEVELOPER

By: _____

Its: _____

Revised
October, 1988

Consent _____

Meeting Date: 10/12/88

Policy _____

CITY OF FALCON HEIGHTS

Agenda Item: _____

WORKSHOP 8:00 P.M.

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

CITY PARKING POLICY DISCUSSION

SUBMITTED BY:

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Several parking problems have come before the City Council and Planning Commission in recent months. The Council requested the Commission to study the city-wide parking issues and make recommendations. At the October 3rd Planning Commission meeting, Mayor Baldwin requested the Commission to delay taking action on a request by the University Grove Association for permit parking until they've considered the city-wide policy. He suggested a joint City Council-Planning Commission Workshop for October 12, 1988 at 8:00 P.M. to discuss the City's parking policies.

- ATTACHMENTS:
- A. Baldwin memo (10/3/88)
 - B. Wiessner memo (10/6/88)
 - C. Maurer memo "
 - D. Summary of current city parking policies .

Tom B - current city policy changes that have occurred - Review of Policy should consider abridgements in City (ie UGM, Cistis) homeowner convenience

Answers an " tantalizingly simple "

ACTION REQUESTED:

Discussion and Direction

TO: Dave Black
FROM: Tom Baldwin *TB*
DATE: 10-3-88
RE: 1666 Coffman Parking Recommendation

At our September 28 meeting, the City Council acted on the Planning Commission's recommendation to restrict parking on a section of Coffman and issue parking permits to the residents. The Council had some difficulty dealing with the recommendation because, although the recommendation is not in keeping with existing city policy, the Commission did not provide us with a rationale for stepping outside policy nor a recommendation for a change in policy that could be generalized throughout the city.

The parking requirements in each planning zone in our current ordinance make it the responsibility of the property owner to devote whatever portion of the property necessary to provide sufficient off-street parking. No property owner--be that owner an institution, a business or a single family--is allowed to consider the public roadways part of the parking budget for any property. In keeping with this policy, whenever it becomes evident that a street is working into a property's parking budget, the city takes action to restrict parking on that street. Examples of this can be seen on Hoyt, Folwell, Tatum, Lindig, Fairview, St. Marys, Fry, and other city streets. If we were to issue permits to single family dwelling owners on these streets, we would be ascribing the public roadway to the parking budget of a given property--thus violating the very policy we took action to enforce.

Given this background and considering the ramifications that following the Commission's recommendation would have on several parking issues in the city, the Council chose to act within existing policy by restricting parking on Coffman (thereby removing Coffman from the University's parking budget) and taking no action on the matter of issuing permits other than to refer it back to the Planning Commission for further study.

Because of the frustration some commissioners may feel over making hard-fought recommendations that are not followed, and because you are scheduled to hear another specialized parking request tonight, I feel you should be aware that the Council is not ready to act on an isolated recommendation that strays from current policy. Rather, we are asking that you hear the concerns of the Grove residents, but respond in the broader context of city-wide needs that will either affirm current policy or make recommendations for policy changes.

If you determine that tonight's issues cannot be spoken to in the context of existing policy, then I suggest we schedule a joint workshop of the Council and the Commission to develop the issues that will guide creation of a new policy.

I will be at tonight's meeting to answer any questions you or the other commissioners may have.



CITY OF
FALCON HEIGHTS

2077 W. LARPEUTEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE 612-644-5050

October 6, 1988

TO: Mayor Baldwin and Council Members
Chairman Black and Planning Commission Members

FROM: Jan Wiessner

RE: City Parking Policy Issues

After reading through some of the history of parking problems in the City, I attempted to summarize two major problems which have been identified. Hopefully this will help to focus the discussion at the workshop.

City Parking Policy Issues:

Problem 1 Current parking restrictions are non-uniform and have been established on an "as-requested" basis. (See Map)

Some options include:

- a) Continue as is.
- b) Establish criteria for determining future no parking restrictions, ie., establish minimum area (# of feet or blocks), specify wording of authorized signs, require petitioning of X% of affected residents.
- c) Establish city-wide uniform parking restrictions based on street width to allow for safe access by emergency vehicles, ie., all streets less than X feet wide shall be posted No Parking; streets between X and Y feet wide shall be posted No Parking on one side of street, exceptions shall be made only if unusual hazardous conditions exist.

Problem 2 Current city code requires all residential and non-residential property uses to provide adequate off street parking. (See Attachment D). However, some residential areas within the City are near intense non-residential uses which do not provide adequate off-street parking, resulting in hazardous traffic and pedestrian conditions in the residential areas.

October 6, 1988

Some options include:

- a) Continue to post more stringent no parking restrictions affecting residents and non-residents alike.
- b) Establish criteria and procedures for designation of areas to be posted as "Permit Parking Only".
Policy issues include:
 - Minimum area to be considered (St. Paul specifies 8 contiguous blocks)
 - Determine how designation would be initiated. (St. Paul requires a petition signed by 60% of property owners in the area which states the nature of the problem being caused by non-residents).
 - Determine how problem would be verified and whether an appeals procedure would be established.
 - Determine amount of fees for:
 - petitions
 - annual permits
 - special event permits
 - transferable visitor permits
 - Determine eligibility of applicants (resident of neighborhood vs. resident of city).



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

October 6, 1988

File: 330000.00

Ms. Jan Wiessner, Administrator
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 5113

RE: On Street Parking

Dear Ms. Wiessner:

As you requested, I have researched the question regarding on street parking. According to Minnesota Department of Transportation (MnDOT) Office of State Aid design criteria, streets which serve residential development would be classified as low density collectors. MnDOT criteria for low density collectors recommends a 28 foot width and no parking on either side; a 34 foot width and parking on one side; a 40 foot width and parking on both sides. These widths are all measured from face of curb to face of curb.

These street widths are arrived at by simply applying the design criteria for parking, travel lanes adjacent to curbs and travel lanes not adjacent to curbs. The criteria states a parking lane requires 8 feet of width and a travel lane requires 12 feet of width. However, when the travel lane is immediately adjacent to a curb line 2 additional feet are added for a total of 14. This is due to the fact that a driver will tend to shy away from a curb; therefore, more width is allowed.

My final comment would be that these design criteria apply strictly to Municipal State Aid streets. The City is not bound by these criteria and may vary them for local streets. However, I would not recommend any large deviations.

If you have any questions, please call.

Sincerely,

MAIER STEWART & ASSOCIATES, INC.

Terry G. Maurer, P.E.

TJM/jt

SUMMARY OF CURRENT PARKING RESTRICTIONSChapter 9 - Planning and Development

Off street parking is regulated to alleviate or prevent congestion of the public right-of-way and to promote the safety and general welfare of the public (chapter 9, part 4, 4.01, subdivision 5).

In R-1 districts, at least two and not more than four parking spaces are permitted for each unit. At least one of the parking spaces must be enclosed (subdivision 5, e).

No trucks or other vehicles over one (1) ton capacity bearing a commercial license may be parked or stored in a residential district except for loading or unloading. Campers, boats, trailers, or snowmobiles may not be parked in the front or side yards of a corner lot.

In R-2 districts (one and two family) parking regulations conform to R-1 requirements (chapter 9, 5.01, subdivision 5).

In R-3 districts, parking spaces accessory to multiple family dwellings shall be within 200 feet of the main entrance of the building (part 6, subdivision 4, d, 1).

Parking spaces should be nine (9) feet wide and twenty (20) feet long.

In R-4 districts, all accessory off-street parking facilities shall conform to R-3 requirements (page 7, subdivision 5, d).

The number of off-street parking spaces for various land uses shall be considered as an absolute minimum. Additional parking spaces may be required by the Zoning Commission. On-street curb parking shall be considered a privilege which may or may not be granted on a street by street basis (part 7, subdivision 5, g).

If the calculation of off-street parking spaces results in a fraction, such fraction shall require a full space (subdivision 5, h, 2).

If a parking space is required for six (6) or more cars near a residential district, a fence of not less than four (4) and not more than six (6) feet in height and not less than 75 percent opaque shall be erected along the residential side of the parking area. Additional screening may be required by the Zoning Administrator (subdivision 5, h, 6).

For purposes of off street parking, one (1) space equals three hundred fifty (350) square feet, the following shall be required:

Multiple dwellings - two (2) spaces per dwelling unit, except two and one-half (2-1/2) spaces for multiple units of ten (10) or less that abut no parking (on street curb) zones. At least one-half (1/2) of the required spaces shall be enclosed (subdivision 5, i).

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There shall be no off street parking within ten (10) feet of any street right-of-way (page 13.04, subdivision 3d).

Underground parking credits are allotted to any development that has such parking, and the minimum lot area requirements are reduced by a fraction (subdivision 4).

Any reductions in or additions to parking space size must be submitted as a proposal to the Zoning Administrator (subdivision 5, e, 3).

Handicapped parking spaces shall be twelve (12) feet wide and twenty (20) feet long (subdivision 5, c, 5).

Joint parking facilities (for a combination of mixed buildings) are permitted (with restrictions) (subdivision 5, d).

Additional off street parking spaces may be required for any land use as determined by the Zoning Administrator or Planning Commission (subdivision 5, i, 3).

OTHER CURRENT FALCON HEIGHTS PARKING RESTRICTIONS
(Referenced from the City Code)

Chapter 7-1.01

Parking is prohibited on any private driving area within the City where official signs prohibit such parking (subdivision 4, b).

The City Council must pass a resolution prohibiting the parking described in subdivision 4, b.

Chapter 7-1.02

No truck, trailer, bus or school bus shall be parked on any street or public grounds within the City for an additional time than is necessary to load or unload such truck, trailer, bus or school bus, not exceeding ninety (90) minutes (subdivision 2, a).

No vehicle shall be parked on any alley within the City except for normal pickup and delivery of passengers or commercial goods, not exceeding thirty (30) minutes (subdivision 2, b).

No vehicle shall be parked on any street or public grounds within the City for more than forty-eight (48) consecutive hours (subdivision 2, c).

No vehicle shall be parked on any street or public grounds which has been designated a "No Parking" area or an area where parking has been restricted to certain hours or days, by motion or resolution of the Council and posted as such (subd 2 d).

No vehicle shall be parked on any boulevard within the City. Boulevard shall mean that portion of a street or highway (as defined in Minnesota Statutes, Section 169.01 (1982)), not designated or ordinarily used for motor vehicle travel (subdivision 2 e).

No person shall park a vehicle, except an authorized emergency vehicle within an area designated as a fire lane (subdivision 2, f).

(The Fire Chief may designate fire lanes.....)

No vehicle shall be parked on any street or public grounds within five feet of any driveway without permission of the owner of the driveway or his agent (subdivision 2, g).

The City does have the right to remove unlawfully parked vehicles (subdivision 3).

-2-

Chapter 7, Part 2, 2.01 Snow Removal Parking Regulations

No person shall park or continue to park a motor vehicle on any unplowed public street of this City or within 30 feet of either end of an unplowed street, during a snow removal period (subdivision 3).