

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

AMENDED AGENDA
June 14, 2006

- A. CALL TO ORDER: 7:00 PM

- B. ROLL CALL: GEHRZ ____ KUETTEL ____ HARRIS ____
LINDSTROM ____ TALBOT ____
HOAG ____ KREUSER ____

- C. PRESENTATION:

- D. APPROVAL OF MINUTES: May 17 and May 24, 2006 **TAB 1**

- D. PUBLIC HEARING:

- F. CONSENT AGENDA:
 - 1. General Disbursements through 6-8-06: \$43,619.80
Payroll through 5/31/06: \$19,280.46 **TAB 2**
 - 2. Approval of licenses **TAB 3**
 - 3. Designate additional funds in the Infrastructure Fund for the debt service payments of the 1999 G.O. NE Quadrant Improvement Bonds (317) **TAB 4**
 - 4. Transfer of funds from Capital Fund 412 (TIF #1-2 Capital) and Capital Fund 413 (TIF #201 Capital) to Debt Service Fund 316 (TIF Larpenteur Bond Fund) **TAB 5**
 - 5. Request to amend the General Fund Budget to approve additional funds for the Accounting Intern position due to the new computer financial package conversion. **TAB 6**
 - 6. **ADDENDUM: Designated Signors for Orders Drawn on City Funds**

- G. POLICY AGENDA:
 - 1. Resolution 06-14 adopting use of AutoMARK ballot marking machines in elections **TAB 7**
 - 2. Resolution 06-15 approving fence height variance for 1729 Snelling Ave **TAB 8**
 - 3. Change in the Scope of Work with the City of St. Paul for the Hamline-Hoyt Street Reconstruction Project **TAB 9**

- H. COMMUNITY FORUM:

- I. INFORMATION/ANNOUNCEMENTS:

- J. ADJOURN:

Special Council Meeting May 17, 2006

Members present: Mayor Gehrz, Council members Kuettel, Talbot, Harris and Lindstrom, Interim City Administrator/Parks and Public Works Director Hoag, Assistant City Administrator/Deputy Clerk Kreuser, and Little Canada City Administrator Hanson.

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

1. City Administrator Position Discussion

Joel Hanson gave a brief overview of the interview process and short summary of each candidate. He explained Justin Miller was moving up in the profession, with tons of potential, and he is ready to take the next step. Ed Treska is a seasoned manager, is loved in Grand Rapids, and has stability. He added the challenge was to choose the best match for Falcon Heights.

Council member Kuettel asked about the ranking system used to narrow the field. Hanson replied points were assigned by the position profile, taking education, experience, and city experience into account. He explained, after Council member Lindstrom's question, the process of narrowing the applicants down to 12, and then 7 for staff, residents, and council to interview. The Mayor and Administrator Worthington screened the 12 down to seven. He added the two finalists were the consensus between the two groups, with a third candidate trailing far behind.

Council member Harris asked if any veterans applied. Hanson replied there was one or two, but the finalists were not veterans.

Mayor Gehrz thanked Hanson for working on the search and credited him for digging for references, rather than simply using the ones supplied by the candidates.

The Mayor then passed out secret ballots that were silently voted by the council and then collected by Hanson. Justin Miller had four votes, Ed Treska, one.

Mayor Gehrz asked for discussion on why each person is the best choice. She explained why her choice was Miller, based on the salary of each candidate, with Treska taking a sizeable pay cut to work in Falcon Heights. She stated she would be uncomfortable offering the position to him, at the salary Falcon Heights could offer. With Miller, she stated the pay range worked with his current salary, and he would be coming in with a stable, competent staff, a stable council, and he would fit in well.

Council member Lindstrom stated he totaled the number of people active in the interview process, and the number came to 29 (staff, council, commissioners). He added he had several reasons for choosing Miller; many were along the same lines as the Mayor. Council member Lindstrom stated he liked Miller's answer to a specific interview question in that Miller wanted to help the community meet common goals; Miller nailed the environmental challenges cities face; Miller had the most knowledge about Falcon Heights; Miller had strong recommendations; Miller is a strong generalist; and lastly, Lindstrom liked Miller's straight-forward answers and his ability to be concise.

Council member Talbot thought the PDI assessment was very revealing about the two candidates, and it showed the candidates strengths and weaknesses. He added the pay cut Treska would take bothered him.

Council member Kuettel stated that with a small city there would always be turnover.

Council member Talbot added that the City is flexible, and with Treska being the older candidate, Falcon Heights may be the last stop for him.

Council member Harris explained Miller was her first choice, and that she loved that he knew so much about Falcon Heights. With Treska, she did not hear the same excitement about the City as she did with Miller. She thought Treska may have been applying to Falcon Heights simply because the job was open, and wondered if he could do better at a larger city in the metro.

Council member Kuettel discussed Treska's accomplishments, and stated he was the "all-star," but she would be very happy with either candidate and would be happy to make the vote unanimous.

Council member Kuettel moved to authorize Mayor Gehrz to enter negotiations with Justin Miller for the position of City Administrator. The motion passed unanimously.

Mayor Gehrz thanked Hanson for his hard work, and expressed her thanks to the Little Canada City Council and Mayor.

Mayor Gehrz asked for the council's help with the contract provisions. She proposed a starting offer of \$68,000 to Miller with a six-month review and bump, in accordance with the City's compensation policy. Council member Harris thought that was a good starting point. The Mayor asked the council to consider the standard 12 days of sick leave, and 10 days of vacation credited to Miller's bank. She explained the rest of his benefits, including health, dental, dues/subscriptions, and mileage. She added the main issue was severance, with the model contract allowing six months severance. Council member Kuettel thought the contract should offer two months severance. A short discussion on the severance package commenced. The Mayor explained the contract would be renegotiated every year, along with an annual performance review. The council decided the conditions surrounding the severance pay are equal to two months salary after termination if due to malfeasance or failure to perform satisfactorily the duties of the position as deemed appropriate by the Mayor and City Council upon written notice and opportunity of 60 days to rectify.

Mayor Gehrz closed by meeting by stating she would call both candidates that night. The meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Stacey Kreuser
Assistant City Administrator/Deputy Clerk

Regular Meeting of the City Council May 24, 2006

Members present: Council members Lindstrom, Talbot and Harris, Interim City Administrator Hoag, Finance Director Olson, and Assistant City Administrator/Deputy Clerk Kreuser.

Members absent: Mayor Gehrz, Council member Kuettel

Council member Lindstrom called the meeting to order at 7:00 p.m. He added the "information/announcements" item to the agenda.

The minutes of the May 10, 2006 city council meeting were approved.

Public Hearing:

Interim City Administrator Hoag gave an overview of the NPDES reapplication process, MS4 rules and requirements, and progress and goals. Hoag explained the six components of the NPDES requirement: public education and outreach, public participation and outreach, illicit discharge detection and elimination, construction site run-off control, post-construction run-off control, pollution prevention and good housekeeping.

Council member Lindstrom opened the public hearing. No comments were made. The public hearing was closed.

Council member Lindstrom asked the environment commission be involved, and Interim City Administrator Hoag stated for 2006 and the expanded education aspect, they will be actively involved.

Council member Lindstrom asked about the possibility of rain gardens in road reconstruction projects. He asked Hoag to think about including them in the future. Interim City Administrator Hoag answered for all reconstruction the watershed district is suggesting them. For Roselawn, it was determined there was no good spot along the street to place a rain garden. On the Roseville side there will be two infiltration trenches, but a rain garden did not fit along the site.

Consent Agenda:

The following four items on the consent agenda were moved for approval by Council member Talbot. The motion passed unanimously.

1. General disbursements through 5/18/06: \$108,218.60
Payroll through 5/15/06: \$13,485.17
2. Approval of licenses
3. Approve acceptance of donation of food by Dino's Gyros restaurant for the May 12 reception
4. Temporary salary increase for Greg Hoag, Interim City Administrator

Policy Agenda:

1. Approval of purchase of speed monitoring trailer

Interim City Administrator Hoag gave a short overview of the portable trailer. He explained the cost is mid-range in comparison with other trailers. Hoag introduced Officer Jeff Scholl from the SAPD who was on-hand to answer questions.

Council member Harris pointed out the trailer collects data on speeds, as well as informs vehicles of their speed. Hoag replied that there is no collection of license plates or photos, just a speed-only database that can be downloaded to Excel.

Officer Scholl stated the trailer would be very helpful in monitoring speed, especially in areas where complaints on speeding are abundant. He stated the trailer can be deployed in lieu of an officer, and after data is collected, officers will be able to patrol more heavily in areas during high-speed times.

Interim Administrator Hoag stated after reviewing the specs of this model, it was determined this is what the City needs. He added they are still looking into adding other amenities, but the cost will not go over the allocated amount by the council. Those amenities could include a violator alert series of flashing lights, a pre-speed alert message.

Council member Talbot asked Officer Scholl to comment on the features of the trailer. Officer Scholl answered the best things are its portability, easy to set-up and programming.

Interim City Administrator Hoag added that as an income-producing mechanism the City could offer this device to Saint Anthony when it is not in use in Falcon Heights.

Council member Harris moved to approve the purchase of a speed monitoring trailer. The motion passed unanimously.

2. CAFR Report

Matthew Mayer of Kern, DeWenter, Viere presented to the council the independent auditor's report, and stated he was confident the City would again receive the GFOA Certificate of Achievement for Excellence in Financial Reporting for the 16th straight year. Mayer stated there were no findings related to legal compliance in the audit.

In 2005, revenues were \$1.376 million, expenditures were \$1.565 million, and net transfers were \$94,000. Mayer explained that revenues did not cover the expenditures, and so in the transfers there was help to balance the budget. A net transfer of \$94,000 to the budget included \$204,000 in from the future improvements funds to balance the operational budget and \$110,000 out for the new fire truck. He explained the reason for this transfer was due to the council's decision to keep the levy down and spend down reserves. The fund balance of \$1.215 million represents 81% of a year's expenditures, while the recommended balance is 35-50%.

Next, Mayer shared graphs of the general fund. He stated that the City's revenues were generally the same from 2004 to 2005, and the expenditures were increasing at a modest percentage. This is due to the council's decision to spend down some of the City's reserves. The expenditures were allocated the same in 2005 as they were in 2004.

Mayer explained the net assets went down in 2005, about a 1% decline since 2004. Mayer explained the reason for this was because the City was investing in capital assets; the liquid assets of the City were traded for capital assets.

Mayer explained the sanitary sewer fund. The revenues for this fund covered the expenditures, and there is cash flowing positively in this fund.

Mayer said that KDV audited the City for accounting procedures, and he stated, as has been his perennial finding, there is lack of segregation of accounting duties. He explained further that with a small office the number of staff it takes to adequately handle the City's finances is lower. They do generally recommend a staff of four, five, or six people so that duties can be divided, but the cost-benefit does not cover an increase in staff members in Falcon Heights case. Council member Talbot noted we are fully aware that the small number of staff is a notable condition, but it does not make sense to do it any other way. Mayer also included that out of 100 entities his firm audits, only two or three are free from this condition.

Council member Lindstrom asked Olson or Hoag to comment on what the City does to oversee the finances. Finance Director Olson replied the City is very thorough with its budget process. He added that with each department, he distributes monthly statements and compares them to the

budget. If any line items are high or low, they are investigated. Mayer added that during the audit, the auditors make sure safeguards are devised, check payables, payroll, and revenues, and interview City personnel on accounting procedure, and KDV is satisfied with Falcon Heights procedure.

Council member Lindstrom thanked City staff and recognized Finance Director Olson for his superb work on the City's finances by receiving the 15th consecutive GFOA award for 2004. Council member Talbot thanked Olson for his thoroughness, consistent excellence, and for implementing GASB34 earlier than necessary. Finance Director Olson also thanked past Accounting Intern Robert Pilgrim for his meticulous financial expertise.

3. Approval of City Administrator contract

Council member Lindstrom noted Justin Miller would be starting June 19. The council had no changes to the document. Miller stated he was honored to join the staff, thanked the community for its support, and was looking forward to starting with the City.

Council member Harris moved to approve the city administrator contract. The motion passed unanimously.

Community Forum: none

Information/Announcements:

Council member Talbot thanked Heather Worthington for her flawless work in Falcon Heights. He wished her luck in Edina.

Council member Lindstrom invited residents to the June 7 council workshop where a presentation will be made on the walkability of the City.

Interim Administrator Hoag asked for resident's patience during road reconstruction, especially since the Hamline/Hoyt project has been accelerated. Paving of Hamline will begin Thursday the 25th. Any questions can be directed to Greg at 792-7618.

Council member Lindstrom adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Stacey Kreuser
Assistant City Administrator/Deputy Clerk

ITEM: Disbursements and Payroll

SUBMITTED BY: Roland O. Olson, Finance Director

REVIEWED BY: Greg Hoag, Interim City Administrator

EXPLANATION:

Summary:

1. General Disbursements through 6/8/06: \$43,619.80
2. Payroll through 5/31/06: \$19,280.46

ACTION REQUESTED:

- Approval

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

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	5 30 06	6 SUSAN GEHRZ	62656	5.57
COM	5 30 06	12 LAURA A. KUETTEL	62657	277.05
COM	5 30 06	13 PETER C. LINDSTROM	62658	277.05
COM	5 30 06	14 RICHARD P TALBOT JR	62659	7.05
COM	5 30 06	16 PAMELA M. HARRIS	62660	277.05
COM	5 30 06	34 CLEMENT KURHAJETZ	62661	340.04
COM	5 30 06	40 KEVIN ANDERSON	62662	60.03
COM	5 30 06	74 MARK J ALLEN	62663	184.70
COM	5 30 06	91 RICHARD H HINRICHS	62664	66.35
COM	5 30 06	97 PATRICK GAFFNEY	62665	92.35
COM	5 30 06	98 BRADLEY J. REZNY	62666	91.12
COM	5 30 06	1003 HEATHER WORTHINGTON	62669	5803.73
COM	5 30 06	1007 PATRICIA PHILLIPS	62670	522.03
COM	5 30 06	1008 STACEY T. KREUSER	62671	1185.12
COM	5 30 06	1015 GREGORY R. HOAG	62672	1960.76
COM	5 30 06	1016 LISA A. ANDERSON	62673	1090.57
COM	5 30 06	1033 DAVE TRETSVEN	62674	1341.65
COM	5 30 06	1035 JOSEPH J. AUGER SR	62675	352.35
COM	5 30 06	1038 DEBORAH K JONES	62676	1382.01
COM	5 30 06	1136 ROLAND O OLSON	62677	1520.09
COM	5 30 06	1140 ROBERT M PILGRIM	62678	289.87
COM	5 30 06	1141 MICHAEL C. YARD	62679	192.08
COM	5 30 06	1143 COLIN B CALLAHAN	62680	1160.32
COM	5 30 06	1178 PETER M FISCHER	62681	744.38
COM	5 30 06	2012 KIMBERLY A. KUHENS	62682	32.90
COM	5 30 06	2101 RACHEL E. PIKE	62683	24.24
		COMPUTER CHECKS		19280.46
		MANUAL CHECKS		.00
		NOTICES OF DEPOSIT		.00
		****TOTALS****		19280.46

APPROVAL OF BILLS
 PERIOD ENDING: 06-08-06

CHK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	STACEY KREUSER	REIMB:RCLLG MTG	LEGISLAT	8.49
	MN SENIOR FEDERATION	06 DUES	LEGISLAT	40.00
	LILLIE SUBURBAN NEWSPAPER	LEGAL NOTICE-MS4 PERMIT	LEGISLAT	24.36
	*** TOTAL FOR DEPT 11			72.85
	ALLEGRA PRINT & IMAGING	ENVELOPES-LETTERHEAD	ADMINIST	511.51
	ALLEGRA PRINT & IMAGING	LINEN COVER-JUSTIN MILLE	ADMINIST	112.89
	AMERICAN OFFICE PRODUCTS	FILE TABLE/XEROX PAPER	ADMINIST	82.38
	AMERICAN OFFICE PRODUCTS	RISER FOR MONITOR	ADMINIST	40.99
	AMERICAN OFFICE PRODUCTS	LETTER PAPER/RIBBON	ADMINIST	14.79
	AMERICAN OFFICE PRODUCTS	CALC RIBBON	ADMINIST	5.31
	AMERICAN OFFICE PRODUCTS	NAMEPLATE	ADMINIST	9.59
	CASH	BOTTLE OF CLEANER	ADMINIST	1.50
	CASH	STORAGE BOXES	ADMINIST	13.83
	CASH	KITCHEN SUPPLIES	ADMINIST	5.88
	CASH	CA INTERVIEW EXPENSE	ADMINIST	5.25
	CASH	DISPOSE BROKEN FRIDGE	ADMINIST	25.00
	CASH	POSTAGE-PRIORITY MAIL	ADMINIST	4.55
61892	PERA	MAY 31 PERA WITHHOLDINGS	ADMINIST	1,657.31
	PIONEER PRESS	YEARLY SUBSCRIPTION	ADMINIST	208.00
	VERIFIED CREDENTIALS, INC	BACKGROUND CA SEARCH	ADMINIST	89.00
	*** TOTAL FOR DEPT 12			2,787.78
	KERN, DEWENTER, VIERE LTD	BALANCE OF AUDIT FEE	FINANCE	4,500.00
	*** TOTAL FOR DEPT 13			4,500.00
	STACEY KREUSER	REIMB:PLANTS CITY HALL	COMMUNIC	38.75
	NORTH SUBURBAN ACCESS CO.	1ST QTR WEB STREAM PROGR	COMMUNIC	409.23
	RAMSEY COUNTY PROF/RECORD	VOTING SYSTEM FEES	COMMUNIC	261.25
	CITY OF ROSEVILLE	JUNE/06 TECH SUPPORT	COMMUNIC	725.00
	CITY OF ROSEVILLE	JUNE/06 IP TELEPHONY	COMMUNIC	208.33
	*** TOTAL FOR DEPT 16			1,642.56
61891	GIS EXPO REGISTRATION	GIS CONF - DEB	PLANNING	75.00
	MN NCPERS LIFE INSURANCE	JUNE 06 JONES INSURANCE	PLANNING	16.00
61890	ULI MINNESOTA	LAND USE CONF - DEB	PLANNING	50.00
	CITY OF ROSEVILLE	GIS MAPPING	PLANNING	1,367.80
	*** TOTAL FOR DEPT 17			1,508.80
	RAMSEY COUNTY	MAY 06 911 DISPATCH SVCS	EMERGENC	873.71
	RAMSEY COUNTY	JAN-APR 06 911 DISPATCH	EMERGENC	3,494.88
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	EMERGENC	14.00
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	EMERGENC	19.14
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	EMERGENC	38.29
	*** TOTAL FOR DEPT 21			4,440.02
	HUGHES & COSTELLO	MAY 06 PROSECUTION	PROSECUT	2,573.00
	*** TOTAL FOR DEPT 23			2,573.00
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	26.75
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	26.75
	AMERICAN TEST CENTER INC	FIRE TRUCK TESTED	FIRE FIG	591.08
	CASH	TITLE FOR NEW FIRE TRUCK	FIRE FIG	19.50

APPROVAL OF BILLS
 PERIOD ENDING: 06-08-06

CHK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	EMERGENCY APPARATUS MAINT	752-REPAIR LADDER RACK	FIRE FIG	149.90
	DEEP ROCK WATER COMPANY	H2O AND COOLER RENTAL	FIRE FIG	36.35
	GRAINGER, W. W., INC.	REPAIR PARTS-AIR SYSTEM	FIRE FIG	49.20
	MED-COMPASS	FITNESS TEST-SCBA'S	FIRE FIG	220.00
	OXYGEN SERVICE COMPANY	COMPRESSED AIR	FIRE FIG	71.99
	SUBURBAN ACE HARDWARE	POWER EQUIPMENT PARTS	FIRE FIG	25.55
	*** TOTAL FOR DEPT 24			1,217.07
	ALLIED WASTE SERVICES	WASTE REMOVAL	CITY HAL	507.46
	HOAG, GREG	MILEAGE REIMBURSEMENT	CITY HAL	108.13
	ST PAUL REGIONAL WATER SV	WATER	CITY HAL	17.78
	ST PAUL REGIONAL WATER SV	SEWER	CITY HAL	13.02
	ST PAUL REGIONAL WATER SV	WATER	CITY HAL	11.34
	ST PAUL REGIONAL WATER SV	SEWER	CITY HAL	13.02
	ST PAUL REGIONAL WATER SV	WATER	CITY HAL	11.34
	ST PAUL REGIONAL WATER SV	SEWER	CITY HAL	13.02
	TRUGREEN-CHEMLAWN	LAWN CARE CITY HALL	CITY HAL	200.22
	CINTAS CORPORATION #470	RUG SERVICE	CITY HAL	79.30
	CINTAS CORPORATION #470	RUG SERVICE	CITY HAL	79.30
	GRAINGER, W. W., INC.	EARPLUGS	CITY HAL	76.78
	XCEL ENERGY	GAS	CITY HAL	85.29
	SUBURBAN ACE HARDWARE	GLUE, SPRAYER, BOWLCLEAN	CITY HAL	22.85
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	CITY HAL	14.00
	*** TOTAL FOR DEPT 31			1,252.85
	CASH	LICENSE FOR TRAILER	STREETS	17.50
	D-ROCK CENTER LANDSCAPE	TOP SOIL	STREETS	22.68
	D-ROCK CENTER LANDSCAPE	TOP SOIL	STREETS	15.42
	XCEL ENERGY	ELECTRIC	STREETS	24.80
	XCEL ENERGY	ELECTRIC	STREETS	7.85
	XCEL ENERGY	ELECTRIC	STREETS	34.40
	XCEL ENERGY	ELECTRIC	STREETS	31.17
	XCEL ENERGY	ELECTRIC	STREETS	7.97
	XCEL ENERGY	ELECTRIC	STREETS	12.53
	XCEL ENERGY	ELECTRIC	STREETS	29.82
	XCEL ENERGY	ELECTRIC	STREETS	10.67
	UNITED RENTALS	MARK PAINT/CAUTION TAPE	STREETS	58.29
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	STREETS	19.15
	*** TOTAL FOR DEPT 32			292.25
	CITY OF ROSEVILLE	REGULAR ENGINEERING	ENGINEER	3,513.64
	*** TOTAL FOR DEPT 33			3,513.64
	TRUGREEN-CHEMLAWN	LAWN CARE COMM PARK	PARK & R	119.28
	XCEL ENERGY	ELECTRIC	PARK & R	236.00
	XCEL ENERGY	ELECTRIC	PARK & R	23.05
	XCEL ENERGY	ELECTRIC COMMUNITY PARK	PARK & R	74.88
	SUBURBAN ACE HARDWARE	WEED KILLER AND FASTENER	PARK & R	96.54
	QWEST	TELEPHONE	PARK & R	111.37
	QWEST	TELEPHONE	PARK & R	53.52
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	PARK & R	16.14
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	PARK & R	16.14
	*** TOTAL FOR DEPT 41			746.92
	BUREAU CRIMINAL APPREHEN.	BACKGROUND CHECK COACHES	PARK PRO	270.00

APPROVAL OF BILLS
 PERIOD ENDING: 06-08-06

CK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	FUJIN LU	REFUND-CANCELED CLASS	PARK PRO	32.00
	ZHIMING OUYANG	REFUND REC SPORTS	PARK PRO	10.00
	RED CROSS	BABY SITTING TRAINING	PARK PRO	704.00
	XIAOTING SUN	REFUND REC SPORTS	PARK PRO	10.00
	*** TOTAL FOR DEPT 50			1,026.00
	SAMS CLUB DISCOVER CARD	SOFTWARE ADOBE PHOTOSHOP	GENERAL	618.34
	*** TOTAL FOR DEPT 63			618.34
	HEWLETT PACKARD	LAPTOP COMPUTER	FIRE & R	1,814.76
	*** TOTAL FOR DEPT 64			1,814.76
	NORTH HGHTS HARDWARE HANK	2 ECHO WEED WHIPS	PUBLIC W	681.58
	UNITED RENTALS	ASPHALT TAMPER	PUBLIC W	1,597.50
	*** TOTAL FOR DEPT 65			2,279.08
	CITY OF ROSEVILLE	ROSELAWN ENGINEERING	INFRASTR	11,461.40
	S & S TREE SPECIALISTS IN	GRIND OLD STUMP	INFRASTR	197.03
	*** TOTAL FOR DEPT 71			11,658.43
	XCEL ENERGY	ELECTRIC	SANITARY	21.68
	NEXTEL COMMUNICATIONS, INC	CELL PHONE CHARGES	SANITARY	30.40
	*** TOTAL FOR DEPT 75			52.08
	HOWARD GREEN COMPANY	CURTISS FIELD CLOSEOUT	STORM DR	266.50
	*** TOTAL FOR DEPT 76			266.50
	CORNEJO CONSULTING	DRIVETHRU MORATORIUM STU COMM.	DE	800.00
	*** TOTAL FOR DEPT 79			800.00
	WORTHINGTON, HEATHER	REFUND: EXCESS PERA WITH CONTINGE		556.87
	*** TOTAL FOR DEPT 92			556.87
	*** TOTAL FOR BANK 01			43,619.80
	*** GRAND TOTAL ***			43,619.80



Prepared For
 GREGORY HOAG

Member Service: 1-866-220-2760
 Or Online At samsclubdiscover.com

Account Number

ACCOUNT INFORMATION				
Statement Date	Days In Billing Period	Minimum Payment This Period	Payment Due Date	Total Minimum Payment
05/23/2006	30	\$52.00	06/12/2006	\$52.00

CASH EARNED SUMMARY	
Previous Reward Balance	\$0.09
(+) Rewards Earned	\$1.55
= Cash Reward Balance	\$1.64

You have earned \$1.64

Upgrade to a Plus Membership today, and earn up to 2% Cash Back!

See your local Sam's Club for details.

BALANCE SUMMARY					
Cash Advance / Quick Cash Limit		Total Credit Limit	Available Cash Limit	Available Credit Limit	
\$4,800		\$24,000	\$4,800	\$23,384	
Previous Balance	- Payments & Credits	+ Purchases/Balance Transfers/Fees/Debits	+ Cash Advance/Quick Cash	= Net FINANCE CHARGE / Transaction Fees	= New Balance
\$0.00	\$0.00	\$618.34	\$0.00	\$0.00	\$618.34

TRANSACTION SUMMARY				
Post Date	Tran Date	Reference Number / Invoice Number	Description	Amount
04/28	04/28	7601101G8023TTNDV	BUY.COM WWW.BUY.COM CA GREGORY HOAG TOTAL: 6011321002737764	\$618.34

O.K. JMA Admin. Software for Web E-Computer

THE PERIODIC RATE SHOWN ON THIS STATEMENT MAY VARY.

FINANCE CHARGE SUMMARY						
	Expiration Date	Average Daily Balance	Daily Periodic Rate	Corresponding ANNUAL PERCENTAGE RATE	FINANCE CHARGE	
					Due to Daily Periodic Rate	Transaction Fees
Regular Purchases	NA	\$0.00	03252%	11.87%	\$0.00	\$0.00
Cash Advances	NA	\$0.00	04073%	14.87%	\$0.00	\$0.00
Quick Cash	NA	\$0.00	0.00%	0.00%	\$0.00	\$0.00
ANNUAL PERCENTAGE RATE for purchases			11.87%	Total FINANCE CHARGE		
ANNUAL PERCENTAGE RATE for cash advances			14.87%	\$0.00		

CARDHOLDER NEWS & INFORMATION

Traveling this spring? Don't forget to use your SAM'S CLUB DISCOVER to make your travel purchases!

MEMBER SERVICE: For account information, log onto: samsclubdiscover.com, or call toll free 1-866-220-2760.

This account is not registered; the authentication code is: 3XOS457

PAYMENT DUE BY 5 P.M. ON THE DUE DATE. We may convert your payment to an electronic debit. See reverse side for details.

NOTICE: See reverse side for Billing Rights and other important information.

ITEM: Approval of licenses

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

Explanation:

The following business has applied for a mechanical contractor's license. All necessary documents have been obtained by City staff.

- Forrest Heating, Inc.

ITEM: **Designate additional funds in the Infrastructure Fund for the Debt Service Payments of the 1999 G.O. NE Quadrant Improvement Bonds (317)**

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

REVIEWED BY: **Greg Hoag, Interim City Administrator and Matt Mayer, CPA, Kern, DeWenter, Viere, Ltd**

EXPLANATION:

Each year when the auditing firm of Kern, DeWenter, & Viere, Ltd presents the report on the annual audit, a financial analysis is also presented summarizing the outstanding debt of the city and the revenues to support this debt. The analysis of the 1999 G.O. NE Quadrant Improvement Bonds shows a shortage of approximately \$100,000. The Infrastructure Fund 419 has been used for the designated funds to help pay off this debt. Staff recommends designating an additional \$100,000 of the available funds within the Infrastructure Fund for debt service.

This analysis by the auditing firm is presented in the “Memorandum on Financial Analysis, Accounting Policies and Procedures and Internal Control for the Year Ended December 31, 2005.”

Meets goal # 4: To provide a responsive and effective city government.

Strategy 4: To effectively manage the city’s financial resources.

Action Requested:

Approve designating an additional \$100,000 of the funds within the Infrastructure Fund 419 for debt service on the 1999 G.O. NE Quadrant Improvement Bond.

ITEM: **Transfer of funds from Capital Fund 412 (TIF #1-2 Capital) and Capital Fund 413 (TIF #201 Capital) to Debt Service Fund 316 (TIF Larpenteur Bond Fund).**

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

REVIEWED BY: **Greg Hoag, Interim City Administrator and Matt Mayer, CPA, Kern, DeWenter, Viere, Ltd**

EXPLANATION/DESCRIPTION:

Inadvertently, when completing the schedule of transfers for the 2006 budget, I reversed the funding sources for debt service payments for the 1996 TIF Larpenteur Bond. The original transfer scheduled a \$26,000 transfer from fund 412 (TIF #1-2 Capital) and \$74,000 transfer from fund 413 (TIF #2-1 Capital).

To more appropriately reflect the ratio of tax revenue from these two TIF districts that are supporting the payment of the 1996 TIF Larpenteur Bond, the transfer amounts should be reversed.

Staff requests a \$26,000 transfer from fund 413 (TIF #2-1 Capital) and a \$74,000 transfer from 412 (TIF #1-2 Capital). These would be transferred to the same fund as in the original budget, Fund 316(1996 TIF Larpenteur Bond). Amend the budgets for these two accounts for this transfer to be 412 (TIF #1-2 Capital) \$74,000 and 413 (TIF #2-1 Capital) \$26,000 in support of 316 (1996 TIF Larpenteur Bond). The original budgeted transfer data showing the changes is attached.

Meets goal # 4: To provide a responsive and effective city government.

Strategy 4: To effectively manage the city's financial resources.

Action Requested:

Approve the corrected transfer amounts of the two TIF Capital accounts to fund 316 (1996 TIF Larpenteur Bond).

ITEM: Request to amend the General Fund Budget to approve additional funds for the Accounting Intern position due to the new computer financial package conversion.

SUBMITTED BY: Roland Olson , Finance Director

REVIEWED BY: Greg Hoag, Interim City Administrator and Matt Mayer, CPA, Kern, DeWenter, Viere, Ltd

EXPLANATION:

In December 2005 approval was given for the purchase of a new financial software package for the City since the old financial package didn't meet the needs of the City. The installation process began the week of June 5, 2006 with testing of the new product. A conversion of our old data into the new software package was performed. Several errors were identified and fixed. Overall, the testing went relatively well. The new software financial package will go "live" on June 26th. The new financial software package is different from the old financial software package. The operational features on the new software package will require new training and extra time to learn the operational features of it. As part of the control process, we will be operating both the old and new financial software packages simultaneously for the summer months to insure that the new software package is providing all the financial data and reports that are required. As each month is completed, the data from both the new software package and old software package will be compared. Any discrepancies will need to be investigated and fixed. This usually is an extremely time consuming process.

Also, several additional steps to verify the accuracy of the conversion will need to be done to verify to the auditors that all the data was converted accurately and correctly.

It will be an extremely busy summer learning to operate the new financial software package and still maintain the old system as a control measure. In addition, the yearly budgeting process will need to be completed with a preliminary levy estimate by September 15th. With both of these huge projects to be accomplished during the summer, additional salary is needed for the accounting intern position.

Staff is requesting an additional \$8,000 be added to the finance budget to provide funding for this additional work. Additional salary expense of \$7450 and the City's matching FICA expense of \$550 for a total of \$8,000.

Meets goal # 4: To provide a responsive and effective city government.

Strategy 4: To effectively manage the city's financial resources.

Action Requested: Approve an additional \$8,000 for salary and FICA expense for the accounting intern for the computer conversion and budgeting projects.

ITEM: Designated Signors for Orders Drawn on City Funds.

SUBMITTED BY: Roland O. Olson, Finance Director

REVIEWED BY: Greg Hoag, Interim City Administrator.

EXPLANATION/DESCRIPTION:

In accordance with Minnesota Statute 412.271 the Mayor and City Clerk are required to be the designated signors for any orders drawn on the City's funds. The signors currently are Mayor Susan Gehrz, and the Interim City Administrator designated as the City Clerk, Greg Hoag. With the addition of Justin Miller as the new City Administrator and City Clerk, authority needs to be granted to Justin Miller to be a designated signor on the City's bank and investment accounts.

Each order drawn on City funds currently requires two signatures. As previously authorized, we use facsimile signatures for Mayor Susan Gehrz and Interim City Administrator Greg Hoag. Staff recommends adding Justin Miller as City Administrator and City Clerk as a designated signor on orders drawn on city funds. Also, authorize use of a facsimile signature for him.

The effective date would be June 19th, 2006. Also, remove Greg Hoag as a designated signor effective when Justin Miller assumes the role of City Administrator and City Clerk.

Meets Goal# 4: To provide a responsive and effective city government.

Strategy# 4: To effectively manage the city's financial resources.

ACTION REQUESTED:

Add Justin Miller as a designated signor on orders drawn on city funds and authorize the use of a facsimile signature.

ITEM: Resolution 06-14 adopting use of AutoMARK ballot marking machines in elections

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

Explanation:

Congress enacted the Help America Vote Act (HAVA) in 2002 to ensure that the voting method utilized in every polling place includes a ballot marking device that is accessible for individuals with disabilities and provides them the ability to vote privately and independently. In accordance with the HAVA, the City is asking for adoption of resolution 06-14, approval of usage of the AutoMARK ballot-marking machine in all future elections. The AutoMARK Voter Assist Terminal is a ballot-marking device that is fully-accessible for individuals with disabilities and provides them the ability to vote privately and independently.

The AutoMARK Voter Assist Terminal is used to mark the ballot selections of voters who are visually impaired, have a disability, or who are more comfortable using an alternative language. Ballot choices and instructions are displayed in large text print on the touch screen monitor, as well as read by the audio system in the language choice selected by the voter. Voters choosing to listen to the options wear headphones for privacy. Voters enter their selections by touching buttons on the screen, pressing keys on the keypad, or using an ADA device. The AutoMARK VAT marks a ballot with the voter's selections and returns it to the voter. The voter can then submit the marked ballot in the normal manner for tabulation.

Staff has tested and accepted the two voting machines for Falcon Heights, testing all features available on the machines. One machine will be placed at each of the two precincts in the City, and all election judges will be trained on how to use these ballot-marking machines. Public testing will also occur later this summer. On election day, these machines will be used by those with disabilities only, not by all voters.

There are sufficient State funds to operate the AutoMARK Voter Assist Terminals for 2006, and, as such, no additional payments will be required in addition to the annual payment to Ramsey County.

ACTION REQUESTED:

- Approval of Resolution 06-14

City of Falcon Heights Resolution 06-14

Approval of usage of the AutoMARK ballot-marking machine in all future elections

WHEREAS, Congress enacted the Help America Vote Act (HAVA) in 2002 to ensure that the voting method utilized in every polling place includes a ballot marking device that is accessible for individuals with disabilities and provides them the ability to vote privately and independently; and

WHEREAS, the Ramsey County Board of Commissioners has adopted the local equipment plan developed by the cities and school districts in the County to acquire and operate a ballot marking device that is accessible to persons with disabilities; and

WHEREAS, Ramsey County has received a state grant in the amount of \$1,256,572 to acquire and operate such a ballot marking device for disabled voters; and

WHEREAS, the Minnesota secretary of state has certified the AutoMARK ballot marking device for use in this state; and

WHEREAS, the Ramsey County auditor has authorized the use of the AutoMARK ballot marking device in all elections in Ramsey County;

NOW, THEREFORE, BE IT RESOLVED, that the City of Falcon Heights authorizes the use of the AutoMARK ballot marking device for all elections held in the City, in accordance with applicable state and federal laws; and

BE IT FURTHER RESOLVED, that the operation and maintenance of the AutoMARK ballot marking device be conducted in the same manner provided for voting systems in the joint powers agreement between the City and the County adopted by the Ramsey County Board of Commissioners on April 24, 2001; and

BE IT FURTHER RESOLVED, that the city clerk provide information on the use of the AutoMARK ballot marking device to the public during the 60 days prior to the 2006 state primary and public demonstrations of said device during the six weeks prior to the 2006 state primary, in accordance with state law; and

BE IT FURTHER RESOLVED that a copy of this resolution be provided to the Ramsey County auditor.

Moved by: _____

Approved: _____

Susan L. Gehrz, Mayor
June 14, 2006

GEHRZ _____ In Favor
KUETTEL
LINDSTROM
TALBOT
HARRIS _____ Against

Attested: _____
Greg Hoag, Interim City Administrator
June 14, 2006

ITEM: Resolution 06-15 approving fence height variance for 1729 Snelling Ave

SUBMITTED BY: Deb Jones, Zoning and Planning Director

Explanation:

1729 Snelling Avenue (PIN# 162923440064) is an R-1 property located on the west side of the Snelling Avenue service drive, north of and immediately adjacent to the Warner Stellian shopping center, which is zoned B-3. There is an existing chain link fence, approximately three feet high, on the south boundary of the property adjacent to the Warner Stellian parking lot.

The applicants wish to replace the existing chain link fence with an 8-foot privacy fence, running from a point even with the front wall of the house to the rear lot line. Six feet from grade is the maximum allowed for a rear and side yard fence by city ordinance (9-2.06, subdivision 1.f.4); therefore, a variance of two feet would be needed.

The applicants give the following reasons for their request:

- *Privacy:* The present fence and landscaping provide almost no visual screening between the applicants' yard and the business parking lot.
- *Barrier from debris:* A substantial amount of trash blows into the yard at 1729 Snelling from the adjacent parking lot. The problem has grown worse since Warner Stellian pruned back the overgrown trees and shrubbery. The applicant believes the proposed fence would block the debris more effectively.
- *Sound barrier:* A taller, solid fence will provide better absorption of the traffic noise from the shopping center and the Snelling/Larpenteur intersection.
- *Improved aesthetics:* Tree limbs and shrubs growing through the existing fence make it very unattractive and difficult to maintain. The owners want to clear a significant portion of this growth to a more manageable level. The proposed fence would match the 8-foot fence along the west side of the Warner Stellian property, behind the homes on the east side of St. Mary's Street.

The Planning Commission recommends approval of the variance for the following reasons:

1. The request is reasonable, given the disadvantages of the location of 1729 Snelling and the existence of the over-height fence on the west side of the adjoining property.
2. The proposed fence will have no negative effect on any neighboring property and will enhance the appearance and value of 1729 Snelling. It may also contribute to the improved appearance of the Warner Stellian property.

Action Requested:

- Recommend approval of Resolution 06-15, approving the requested variance of two feet in the height of a privacy fence for the rear and south side yard of 1729 Snelling Avenue North.

ATTACHMENTS:

- City Code concerning fence height
- Original application
- Applicant's cover letter and site plan
- Planning Commission's findings of fact and resolution
- Ramsey County plat map
- Resolution 06-15

PLANNING & DEVELOPMENT 9-2.01, 2.02
PART 2. GENERAL PROVISIONS

...

9-2.06 Fences

Subdivision 1. Fences may be allowed in any zone and are subject to the following:

- a. All fences shall be kept in good repair, painted, trimmed and well maintained. In the event a front yard fence is adjacent to and parallel with the front lot line (or side lot line on the street side of a corner lot), such fence shall be set-back at least one (1) foot from the street R/W or property line.
- b. Solid walls in excess of six (6) feet above adjacent ground grades shall be prohibited.
- c. That side of the fence considered to be the face (finished side as opposed to structural supports) shall face abutting property.
- d. All fences shall require a building permit in addition to any other required permits.
- e. No fences shall be permitted on public rights-of-way.
- f. Fences may be permitted along property lines subject to the following:
 1. Fences may be placed along property lines provided no physical damage of any kind results to abutting property.
 2. Fences in commercial and industrial districts may be erected on the lot line to a height of six (6) feet plus two (2) feet for a security (barbed wire or other) arm.
 3. Where the property line is not clearly defined, a certificate of survey may be required by the Zoning Administrator to establish the property line.
 4. Fences located within the side and rear yard non-buildable setback areas beginning at the rear building line and fences located within the buildable area of a lot shall not exceed six (6) feet in height from finished grade.
 5. In residential districts, no fence along or within the front non-buildable setback area shall be in excess of thirty-six (36) inches in height.



**City of Falcon Heights
Planning Application**

APR 28 2006

Action Requested By:

Name of Property Owner Tim & Teri Thomas

Phone (h) 651 917-3434 (w) _____

Address of Property Owner 1729 Snelling Ave N

Name of Applicant (if different) _____

Address _____ Phone _____

Property Involved:

Address 1729 Snelling Ave N

Legal Description _____

Property Identification Number (PIN) 162923440064

Present Use of Property (check one):

Single Family Dwelling

Business/Commercial

Duplex/Two Family Dwelling

Government/Institutional

Multi Family Complex

Vacant Land

Action Requested (NON-REFUNDABLE):

Variance (~~\$65.00~~) 100.00

Lot Split (\$250.00)

Conditional Use Permit (\$165.00)

Site Plan Review (\$100.00)

Rezoning (\$500.00)

Other (Please Specify)

Brief Summary of Request (applicant may submit letter to Planning Commission with details of request):

We would like to build an 8 ft privacy fence on the south side of our property adjacent to warmer Stellan parking lot.

I certify that all statements on this application are true and correct:

Teri Thomas
Signature of Property Owner (required)

Signature of Applicant (if applicable)

Variance petition
1729 Snelling Ave N
Crossroads lot 6
Falcon Heights, MN 55113

This is a request for a variance waiver to build an 8 ft privacy fence along our home bordering Warner Stellian Appliance Store parking lot. Below is a bulleted list of issues that will be solved if this request is granted.

⇒ **Improve Aesthetics:**

- We would like to clear a good portion of the trees and shrubs to a manageable level. There are tree limbs growing through the current fence making it very unattractive. The west side of the Warner Stellian Parking lot has an 8ft fence, thereby building a fence that is equal in size is much more appealing and balanced.

⇒ **Barrier from debris:**

- As you must know patrons of businesses do not always pick up their trash. We had quite a bit of trash that blew into our yard last year but since Warner Stellian trimmed the trees and shrubs back substantially, we now an enormous amount of trash to pick up. An 8ft fence will contain the debris more adequately for the businesses in the area to tend to—instead of blowing into the residential neighbors of the area.

⇒ **Sound barrier:**

- Numerous times through out the day and evening we can't even have a conversation in our own back yard because of the traffic noise from the intersection of Larpenteur and Snelling. A taller fence will provide better sound absorption.

⇒ **Privacy:**

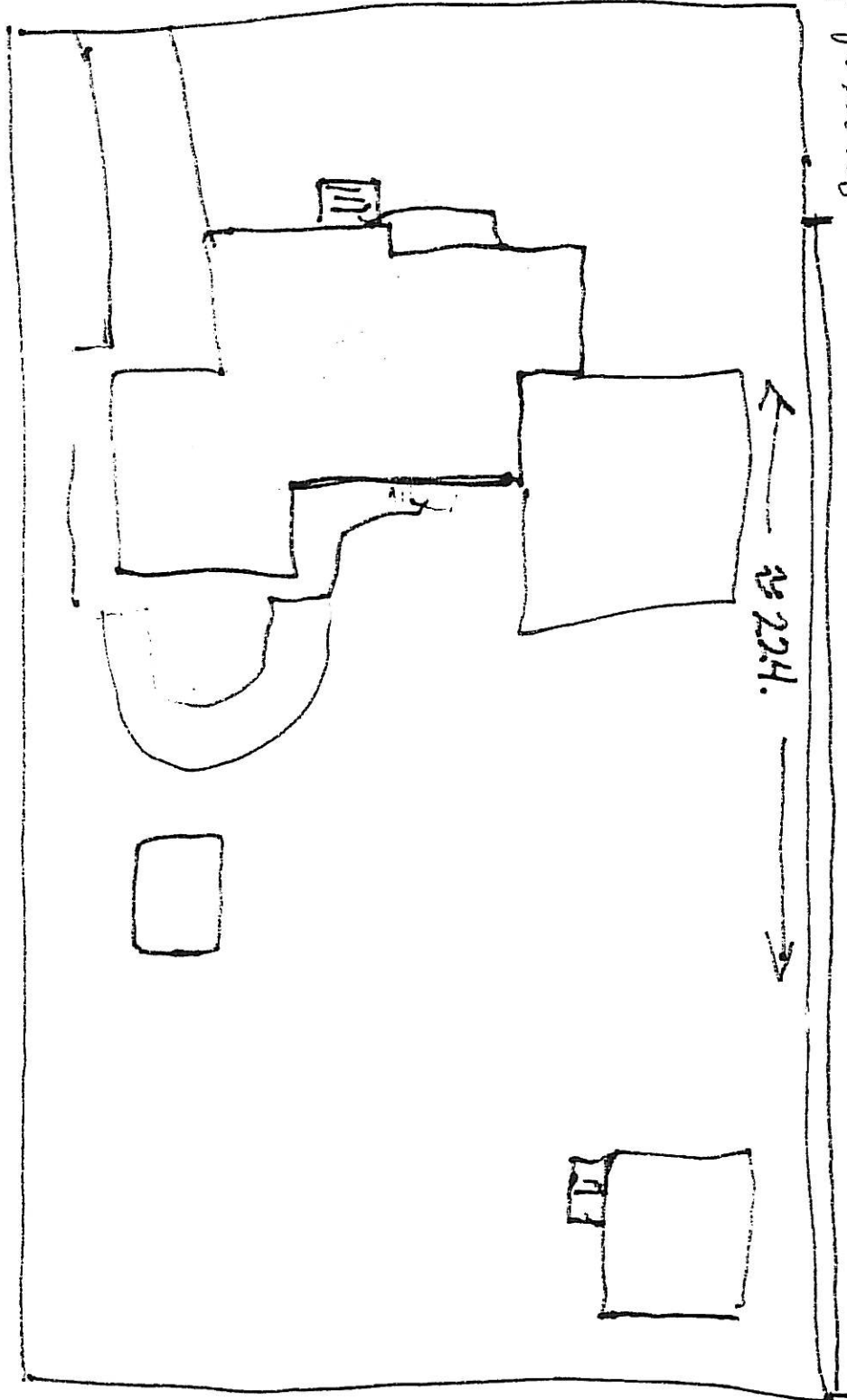
- Allow us to have our backyard and not feel like we are on display for the parking lot of a commercial business. Almost daily people park and sit in their cars in the parking spots along the fence. These spots are angled towards our property. This makes me feel like I'm a drive-in theater that doesn't make any profit.

Example of the debris



Example of the deteriorating fence.





Proposal for 8 ft
 Privacy Fence
 Approx 118 ft.

101' boundary fence
 5' driveway

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

IN RE:

Application of Tim and Geri Thomas,
1729 Snelling Avenue, for a fence
height variance.

**FINDINGS OF FACT
AND RECOMMENDATION**

On May 23, 2006, the Falcon Heights Planning Commission met at its regularly scheduled meeting to consider the application of Tim and Geri Thomas, 1729 Snelling Avenue, for a variance from the fence height limitations for a single family home in the R-1 Zoning District. The Planning Commission conducted a public hearing on the proposed Variance preceded by published and mailed notice. The applicant was present and the Planning Commission heard testimony from all interested persons wishing to speak and now makes the following:

FINDINGS OF FACT:

1. The subject property is zoned R-1, One Family Residential District.
2. The subject property is legally described as:

Lot 6, The Crossroads, Ramsey County, Minnesota

3. The applicant seeks a variance from Section 9-2.06, subdivision 1.f.4 (Fence Height) of the Falcon Heights Zoning Ordinance which limits fence height to six feet. The applicant wishes to construct an 8-foot high privacy fence.

4. Section 9-15.03 Subd. 4 of Falcon Height's Zoning Ordinance directs the City to make the following findings when considering a request for a variance:

- a) That the granting of the variance will not be detrimental to the public welfare.

The Planning Commission finds that the granting of this variance will not be detrimental to the public welfare.

- b) That the granting of the variance will not substantially diminish or impair property values or improvements in the area.

The Planning Commission finds that the granting of this variance will not substantially diminish or impair property values or improvements in the area.

- c) That the granting of the variance is necessary for the preservation and enjoyment of substantial property rights.

The Planning Commission finds that the granting of this variance is necessary for the preservation and enjoyment of substantial property rights.

- d) That the variance will not impair an adequate supply of light and air to adjacent property.

The Planning Commission finds that the variance will not impair an adequate supply of light and air to the adjacent properties.

- e) That the variance will not impair the orderly use of the public streets.

The Planning Commission finds that the variance will not impair the orderly use of the public streets.

- f) That the variance will not increase the danger of fire or endanger the public safety.

The Planning Commission finds that the variance will not increase the danger of fire or endanger the public safety.

- g) Whether the shape, topographical condition or other similar characteristic of the tract is such as to distinguish it substantially from all of the other properties in the zoning district of which it is a part, or whether a particular hardship, as distinguished from mere inconvenience to the owner, would result if the strict letter of the Chapter were carried out.

1729 Snelling is one of a small number of single family properties in Falcon Heights that are not only directly adjacent to commercial property, but are within 500 feet of the intersection of Snelling and Larpenteur Avenues, one of the most heavily used intersections in the metropolitan area. The proximity of the Snelling/Larpenteur intersection,

as well as a busy commercial area, exposes these homes to more traffic, litter, noise, and other disadvantages, compared to most homes in the City.

The Planning Commission finds that a particular hardship would result if the strict letter of the chapter were carried out. A six-foot fence would alleviate some of the problems cited by the owners, but there would be an obvious and visible disparity between a six-foot fence at 1729 Snelling and the 8-foot fence along the west side of Warner Stellian. The Planning Commission considers it reasonable to allow the owners of 1729 Snelling to match the height of their fence to the privacy fence enjoyed by the residents on St. Mary's.

- h) Whether the variance is sought principally to increase financial gain to the owner of the property, and to determine whether a substantial hardship to the owner would result from a denial of the variance.

The Planning Commission finds that no material or financial gain will occur in the granting of this variance. The Planning Commission finds that there would be substantial hardship to the owner resulting from denial, but the hardship would be mitigated by building a six-foot fence, as allowed by the letter of the chapter. Nonetheless, the Planning Commission considers the applicants' request reasonable in view of the location of the property, the existence of an abutting over-height fence, and the possibility of aesthetic improvement, both to 1729 Snelling and the adjoining parking lot.

- i) Whether the conditions which give rise to the application for the variance arose after the adoption of this Chapter of the Code of the City of Falcon Heights or any amendment thereto which placed the tract in a zoning District different from what it was under the Chapter. In the consideration Of this item, the City shall make diligent inquiry as to all changes in the property and shall refuse to grant the variance if the problem is one that can be solved through a proper application of a conditional use permit or an amendment of the Zoning code. Financial hardship shall not be a basis for the granting of a variance when the owner purchased the property in reliance on a promise that a variance would be granted, and the City shall dismiss the appeal if it shall appear that the property was purchased on such reliance.

Not applicable.

RECOMMENDATION

The Planning Commission recommends that the City Council approve the application by Tim and Geri Thomas for a variance from Section 9-2.06, subdivision 1.f.4 of the Falcon Heights zoning ordinance to construct an 8-foot high privacy fence.

ADOPTED by the Falcon Heights Planning Commission on this 23rd day of May, 2006

FALCON HEIGHTS PLANNING COMMISSION

By: [Signature]
Its Chairperson

ATTEST:

[Signature]

By: [Signature]
Its: Zoning + Planning Director

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

RESOLUTION NO. 06- 15

**A RESOLUTION RECOMMENDING THE
APPROVAL OF A VARIANCE REQUEST FOR 2 FEET
ADDITIONAL HEIGHT FOR A PRIVACY FENCE
AT 1729 SNELLING AVENUE**

WHEREAS, on May 23, 2006 the Planning Commission conducted a public hearing regarding the request of Tim and Geri Thomas for a Variance from Section 9-2.06, subdivision 1.f.4 of the Falcon Heights Zoning Ordinance.


NOW THEREFORE, based on the attached Findings of Fact and Recommendation, the Planning Commission recommends that the City Council approve the request of Tim and Geri Thomas for a Variance from Section 9-2.06, subdivision 1.f.4 of the Falcon Heights Zoning Ordinance.

ADOPTED this 23rd day of May, 2006, by the Planning Commission of the City of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: [Signature]
Planning Commission Chair

ATTEST: [Signature]
Its: Zoning + Planning Director



Ramsey County

Parcels Information Report

Parcel ID:	162923440064
Street Number:	1729
Street:	SNELLING AVE N
City:	FALCON HEIGHTS
Owner Name 1:	TIMOTHY W THOMAS

This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.

Ramsey County Property (RRINFO) Search

Parcel ID

Street Number

Unit

Street

City

ZIP

Owner Name 1

Owner Name 2

Owner Street Address

Owner City/State/Zip

Homesteader Name 1

Homesteader Name 2

Homesteader Street Address

Homesteader City/State/Zip

Deeded Acres

Deeded Area (sq.ft.)

Approximate Lot Frontage (ft)

Tax Description

Plat Name

Date Plat Recorded

Abstract ID

Torrens ID

County Land Use Code (CAMA)

County Land Use Code (PR&R)

Market Value Land 2006

Market Value Bldg 2006

Market Value Total 2006

Search by Parcel ID

162923440064

1729

SNELLING AVE N

FALCON HEIGHTS

55113-5725

TIMOTHY W THOMAS

GERALDINE M THOMAS

1729 SNELLING AVE N

ROSEVILLE MN 55113-5725

TIMOTHY W THOMAS

GERALDINE M THOMAS

1729 SNELLING AVE N

ROSEVILLE MN 55113-5725

0.5

21780

97

THE CROSSROADS LOT 6

THE CROSSROADS

6/28/28

760670

SINGLE FAMILY DWELLING, PLATTED LOT

RESIDENTIAL

108700

149900

258600

Total Tax Payable 2006	2548
Market Value Land 2005	100100
Market Value Bldg 2005	142400
Market Value Total 2005	242500
Total Tax Payable 2005	2318
Date of Last Sale	Wed, 13 Aug 2003 00:00:00
Sale Price	274900
Homestead Description	Full-homestead
Number of Residential Units	1
Year Residence Built	1939
Total Residential Living Area	1504
Residence Exterior	AL/VINYL
Residence Style	COLONIAL
Residence Number of Stories	2
Residence Number of Rooms	6
Residence Number of Bedrooms	3
Commercial Structure Type	
Commercial Year Built	0
Topography	Level
Utilities	All Public
School District	Roseville Area
Watershed District	Capital Region

**CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA**

RESOLUTION 06-15

**A RESOLUTION RECOMMENDING THE
APPROVAL OF A VARIANCE REQUEST FOR TWO FEET
ADDITIONAL HEIGHT FOR A PRIVACY FENCE
AT 1729 SNELLING AVENUE**

WHEREAS, on May 23, 2006 the Planning Commission conducted a public hearing regarding the request of Tim and Geri Thomas for a Variance from Section 9-2.06, subdivision 1.f.4 of the Falcon Heights Zoning Ordinance; and

WHEREAS, the Planning Commission approved a variance for 1729 Snelling Ave;

NOW THEREFORE, BE IT RESOLVED, based on the attached Findings of Fact and Recommendation, the City Council approves the request of Tim and Geri Thomas for a variance from Section 9-2.06, subdivision 1.f.4 of the Falcon Heights Zoning Ordinance.

ADOPTED this 14th day of June, 2006, by the City Council of the City of Falcon Heights, Minnesota.

Moved by: _____

Approved by: _____

Susan L. Gehrz, Mayor
June 14, 2006

GEHRZ
KUETTEL _____ In Favor
HARRIS
LINDSTROM _____ Against
TALBOT

Attested by: _____
Greg Hoag
Interim City Administrator
June 14, 2006

ITEM: Change in the Scope of Work with the City of St. Paul for the Hamline-Hoyt Street Reconstruction Project

SUBMITTED BY: Deb Bloom, City Engineer; Greg Hoag, Interim City Administrator

REVIEWED BY: Sue Gehrz, Mayor; Roland Olsen, Finance Director

Explanation:

St. Paul has completed the reconstruction of Hamline Avenue, and has moved to Hoyt Avenue. When the Council approved this project at the April 26 Council meeting, the Hoyt project scope was for a reconstruct between Snelling and Pascal, and a mill and overlay between Pascal and Hamline. St. Paul has notified us of some changes that need to be made to this scope.

Between Hamline and Albert, the new storm sewer pipe is located along the road centerline. The location and depth of this pipe require that the entire street be torn out for its installation. This changes the scope for this segment from a mill and overlay to a complete reconstruct.

Between Albert and Pascal, we had identified five homes with roots in their sanitary sewer service. All five of these homes have elected to have their service replaced. It has been past practice to not charge the residents the roadway repair costs if they replace their sewer lines to the mainline during the construction period. The problem we are facing is that all five houses are in the proposed mill area and to replace their sewer services the bituminous and curb needs to be dug out. There are only 12 houses on this block, due to the location of these five services, only 250 feet of the road would remain to be milled. As a result, it is in the best interest of the City of Falcon Heights to reconstruct this segment of Hoyt so we do not have different sub grades under the new road which could cause early deterioration, and failure.

During our walk thru meeting with the neighborhood, staff reviewed the condition of the sidewalks along the entire project area including Snelling Service Drive, Hoyt, and Hamline. We have identified additional sidewalk replacement that should take place at this time to improve drainage in the area. This work was always anticipated by staff to be an addition to the project.

In addition to these scope changes, the overall project cost that was approved did not include engineering costs. As described in the agreement, the City will pay 19.5% of the project costs for St. Paul engineering.

All of these factors have resulted in an increase in the total project cost. We have told St. Paul that these items should have been brought up prior to the agreement being approved in April. We both agree that the accelerated schedule and subsequent communication breakdowns have contributed to the cost increases. As a result they have agreed to reduce their engineering and inspection fees from 19.5% to 10% of the total Falcon Heights cost share.

This project has also been a joint project with the Capital Region Watershed District (CRWD) to improve the storm water quality in the Como Lake area. CRWD let phase I of their planned work

with the initial contract awarded to Danner Inc. Work on phase I is being completed as part of the project. Phase II was budgeted for and CRWD is currently finalizing the plans and specifications for this work. Phase II work will be funded by a cost – share formula with CRWD, St. Paul, Falcon Heights, Roseville, and Ramsey County all participating. We estimate our cost for this project to be \$99,500. This is not included in the request for action tonight. This information is provided as background to this large complex project. We anticipate bringing funding for the project and a cooperative Construction Agreement for the project to the City Council at a future meeting.

At the April 26 meeting the total cost was anticipated to be \$459,146.44. The revised cost for this project including the additional items discussed above is estimated as \$561,390.10. This is an increase of \$102,243.66 from the original cost. We do not anticipate any additional costs however, we would like the council to consider adding a 5% contingency to this amount, and this is an additional increase of \$28,069.51. We are requesting this contingency due to the fast pace at which the contractor is working. If a change were needed there is a possibility that a decision would need to be made prior to the next available Council meeting. This would result in a total not to exceed cost for the Hamline- Hoyt project of \$589,459.61.

We recommend that the increase in costs be funded as follows:

Sanitary Sewer Enterprise Fund	\$70,243.66
Infrastructure Capital Fund	<u>\$32,000</u>
Sub Total	\$102,243.66
5% Contingency, Sanitary Sewer Enterprise Fund	<u>\$28,069.51</u>
Total	\$130,313.17

ACTION REQUESTED:

Approval of the increased scope of work, associated budget allocations, and a 5% contingency for the Hamline / Hoyt Project.