

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

AGENDA
September 9, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____
- C. PRESENTATIONS: Recognition of Kristin Kuhens, recipient of the Girl Scout Gold Award.
- D. APPROVAL OF MINUTES: August 26, 2009 **TAB 1**
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
1. General Disbursements through 9/3/09: \$134,376.39
Payroll through 8/27/09: \$15,106.88 **TAB 2**
2. City License Renewals **TAB 3**
3. Flood Plain Regulation Summary Ordinance **TAB 4**
4. Fire Department Assistant Chief Appointment **TAB 5**
- G: POLICY ITEMS
1.Public Works Dump Truck Purchase **TAB 6**
2. Setting of 2010 Preliminary Tax Levy **TAB 7**
3. Conditional Use Permit for a Solar-powered Heating System **TAB 8**
at 1800 Larpenteur
4. Pre-Emptive Ash Tree Removal Program **TAB 9**
- H. INFORMATION/ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help

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AGENDA
August 26, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM A HARRIS X KUETTEL X
LONG X MERCER-TAYLOR A
MILLER X
- C. PRESENTATIONS
- D. APPROVAL OF MINUTES: August 12, 2009 APPROVED
- F. PUBLIC HEARINGS:
- F. CONSENT AGENDA: KUETTEL MOVED APPROVAL 3-0
 - 1. General Disbursements through 8/6/09: \$79,316.68
Payroll through 8/12/09: \$18,565.88
 - 2. City License Renewals
 - 3. Award Bid for Sanitary Sewer Main Lining
- G: POLICY ITEMS
 - 1. Resolution Amending 1999A G.O. Debt Levy Schedule KUETTEL MOVED APPROVAL 3-0
 - 2. Resolution Receiving Assessment Roll and Setting Assessment Hearing Date for the Project to be Assessed in 2009. ADDENDUM LONG MOVED APPROVAL 3-0
- K. INFORMATION/ANNOUNCEMENTS:
- L. COMMUNITY FORUM:
- M. ADJOURNMENT: ADJOURNED AT 7:15PM

ITEM: General Disbursements and Payroll

SUBMITTED BY: Roland Olson, Finance Director

REVIEWED BY: Justin Miller, City Administrator

EXPLANATION:

General Disbursements through 9/3/09: \$134,376.39

Payroll through 8/27/09: \$15,160.88

ATTACHMENTS:

General disbursements and payroll

ACTION REQUESTED:

Approval

9/03/2009 3:45 PM

A/P Regular Open Item Register

PACKET: 00345 SEPT 3 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-00867	ALBRECHT ENTERPRISES						
I-10019665		IRRIGATION PARTS		80.45			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		IRRIGATION PARTS			419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	80.45
I-10019666		IRRIGATION REPAIR PARTS		8.27			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		IRRIGATION REPAIR PARTS			419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	8.27
		=== VENDOR TOTALS ===		88.72			
=====							
01-00255	AMERICAN OFFICE PRODUCTS						
I-102917		OFFICE SUPPLIES		70.97			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		OFFICE SUPPLIES			101 4112-70100-000	SUPPLIES	70.97
I-102957		OFFICE SUPPLIES		11.24			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		OFFICE SUPPLIES			101 4112-70100-000	SUPPLIES	11.24
		=== VENDOR TOTALS ===		82.21			
=====							
01-00250	AMERIPRIDE LINEN&APPAREL						
I-1000262579		LINEN CLEANING		34.45			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		LINEN CLEANING			101 4124-82011-000	LINEN CLEANING	34.45
I-1000274843		LINEN CLEANING		34.45			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		LINEN CLEANING			101 4124-82011-000	LINEN CLEANING	34.45
		=== VENDOR TOTALS ===		68.90			
=====							
01-00295	AVR, INC						
I-34152		CONCRETE		861.02			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		CONCRETE			412 4412-92022-000	SIDEWALK PANELS	861.02
		=== VENDOR TOTALS ===		861.02			

PACKET: 00345 SEPT 3 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----				GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-03123	CINTAS CORPORATION #470						
I-470328194		RUG AND SHOP TOWEL SVC		31.56			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		RUG AND SHOP TOWEL SVC			101 4131-87010-000	CITY HALL MAINTENANCE	31.56
		=== VENDOR TOTALS ===		31.56			
=====							
01-03117	CITY OF LITTLE CANADA						
I-17620		CITY SHARE STREET SWEEPER		60,468.98			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		CITY SHARE STREET SWEEPER			602 4602-92000-000	EQUIPMENT	60,468.98
		=== VENDOR TOTALS ===		60,468.98			
=====							
01-06290	CITY OF ROSEVILLE						
I-10119		SEPT/09 TELEPHONE		354.09			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		SEPT/09 TELEPHONE			101 4116-85010-000	TELEPHONE	354.09
I-10135		SETP/09 IT SERVICES		1,189.42			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		SETP/09 IT SERVICES			101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
		=== VENDOR TOTALS ===		1,543.51			
=====							
01-03122	CITY OF ST PAUL						
I-110989		FUEL JULY/09		55.12			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		FUEL JULY/09			101 4124-74000-000	MOTOR FUEL & LUBRICANTS	55.12
		=== VENDOR TOTALS ===		55.12			
=====							
01-03527	DELEGARD TOOL COMPANY						
I-411114		TOOLS		209.79			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009			1099: N		
		TOOLS			101 4131-70110-000	SUPPLIES	209.79
		=== VENDOR TOTALS ===		209.79			

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-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05068			HELEN FOSTER				
I-200909031965	9/03/2009	APBNK	REFUND/ CLASS DUE TO MEDICAL	96.00			
			DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			REFUND/ CLASS DUE TO MEDICAL		201 34310-000	RECREATION FEES	96.00
			=== VENDOR TOTALS ===	96.00			

01-05166			GRAINGER, W. W., INC.				
I-9058903098	9/03/2009	APBNK	OIL/FILTER/GLOVES/SPRAY BOTTL	225.47			
			DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			OIL/FILTER/GLOVES/SPRAY BOTTLE		101 4141-70100-000	SUPPLIES	225.47
			=== VENDOR TOTALS ===	225.47			

01-05248			HENN TECH COLLEGE				
I-179926	9/03/2009	APBNK	TRAILER - FORCEABLE ENTRY TNG	725.00			
			DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			TRAILER - FORCEABLE ENTRY TNG		101 4124-86020-000	TRAINING	725.00
			=== VENDOR TOTALS ===	725.00			

01-05153			HOME DEPOT CRC/GECP				
I-200909031962	9/03/2009	APBNK	FELT/GRASS SEED/WOOD	174.76			
			MANUAL CK# 075314 8/27/2009		1099: N		
			FELT FOR SIDEWALK PANELS		412 4412-92022-000	SIDEWALK PANELS	42.64
			GRASS SEED FOR SIDEWALK REPLAC		412 4412-92022-000	SIDEWALK PANELS	44.53
			WOOD 2/6 FORMS PARKING LOT		419 4419-92030-000	CITY HALL PARKING LOT	87.59
			=== VENDOR TOTALS ===	174.76			

01-05404			KURHAJETZ, CLEM				
I-200909031968	9/03/2009	APBNK	REIMB SUPPLIES FOR FIRE HALL	47.48			
			DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			REIMB SUPPLIES FOR FIRE HALL		101 4124-70100-000	SUPPLIES	47.48
			=== VENDOR TOTALS ===	47.48			

01-05510			LEAGUE OF MN CITIES				
I-200909031971	9/03/2009	APBNK	2009 LMC DUES/MAYORS ASSOC DU	4,927.00			
			DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			09 LMC DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	4,907.00
			MAYORS ASSOC DUES		101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	20.00
			=== VENDOR TOTALS ===	4,927.00			

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-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-05693			MIDWEST ASPHALT CORPORATION				
I-200			ASPHALT PATCH	25.00			
9/03/2009	APBNK		DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			ASPHALT PATCH		101 4132-75000-000	BITUMINOUS PATCHING	25.00
			=== VENDOR TOTALS ===	25.00			
=====							
01-05843			MN NCPERS LIFE INSURANCE				
I-200909031961			SEPT 09 INSURANCE DEB	16.00			
9/03/2009	APBNK		MANUAL CK# 075331 8/31/2009		1099: N		
			SEPT 09 INSURANCE DEB		101 21709-000	OTHER PAYABLE	15.20
			SEPT 09 INSURANCE DEB		206 21709-000	OTHER PAYABLE	0.80
			=== VENDOR TOTALS ===	16.00			
=====							
01-05792			MRPA				
I-200909031966			ANNUAL CONFERENCE - LISA	175.00			
9/03/2009	APBNK		DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			ANNUAL CONFERENCE - LISA		201 4201-86100-000	CONFERENCES/EDUCATION	175.00
			=== VENDOR TOTALS ===	175.00			
=====							
01-07263			NEXTEL COMMUNICATIONS, INC				
I-200909031969			CELL PHONE	502.00			
9/03/2009	APBNK		DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			CELL PHONE		101 4124-85015-000	CELL PHONE	107.09
			CELL PHONE		101 4121-85015-000	CELL PHONE	70.40
			CELL PHONE		101 4131-85015-000	CELL PHONE	12.11
			CELL PHONE		101 4132-85015-000	CELL PHONE	31.57
			CELL PHONE		601 4601-85015-000	CELL PHONE	60.70
			CELL PHONE		602 4602-85015-000	CELL PHONES	63.39
			CELL PHONE		601 4601-85015-000	CELL PHONE	156.74
			=== VENDOR TOTALS ===	502.00			
=====							
01-05949			NFPA INTERNATIONAL				
I-4660072Y			FIRE HALL OPEN HOUSE SUPPLIES	302.05			
9/03/2009	APBNK		DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
			FIRE HALL OPEN HOUSE SUPPLIES		101 4124-70100-000	SUPPLIES	302.05
			=== VENDOR TOTALS ===	302.05			

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

01-06024 ON SITE SANITATION

I-372187		PORTABLE TOILET	64.13			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		PORTABLE TOILET		601 4601-85080-000	PORTABLE TOILET PARKS	64.13
I-372373		PORTABLE TOILET	64.13			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		PORTABLE TOILET		601 4601-85080-000	PORTABLE TOILET PARKS	64.13
=== VENDOR TOTALS ===			128.26			

01-06115 TIMOTHY PITTMAN

I-200909031967		MILEAGE REIMB	70.40			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		MILEAGE REIMB		101 4116-86010-000	MILEAGE	35.20
		MILEAGE REIMB		101 4141-86101-000	MILEAGE	35.20
=== VENDOR TOTALS ===			70.40			

01-06174 KAREN RAJCIC

I-200909031972		REIMB; MESSY ART SUPPLIES	9.30			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		REIMB; MESSY ART SUPPLIES		201 4201-70100-000	SUPPLIES	9.30
=== VENDOR TOTALS ===			9.30			

01-06185 RAMSEY COUNTY

I-EMCOM 609		AUG/09 911 DISPATCH	958.67			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		AUG/09 911 DISPATCH		101 4124-86700-000	EMERGENCY DISPATCH SVCS-	958.67
=== VENDOR TOTALS ===			958.67			

01-06386 S & S TREE SPECIALISTS IN

I-33558		TREE AND STUMP REMOVAL	1,044.47			
9/03/2009	APBNK	DUE: 9/03/2009 DISC: 9/03/2009		1099: N		
		TREE AND STUMP REMOVAL		419 4419-85000-000	TREE REMOVAL	1,044.47
=== VENDOR TOTALS ===			1,044.47			

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

01-06415 SCHARBER & SONS

I-1037931 PARTS FOR JD MOWER 158.18
 9/03/2009 APBnk DUE: 9/03/2009 DISC: 9/03/2009 1099: N
 PARTS FOR JD MOWER 101 4141-87120-000 FACILITIES & GROUND MAIN 158.18
 === VENDOR TOTALS === 158.18

01-06141 SHI INTERNATIONAL GROUP

I-41EC7 ACROBAT SOFTWARE UPGRADE 70.54
 9/03/2009 APBnk DUE: 9/03/2009 DISC: 9/03/2009 1099: N
 ACROBAT SOFTWARE UPGRADE 101 4112-70100-000 SUPPLIES 70.54
 === VENDOR TOTALS === 70.54

01-07228 CITY OF ST ANTHONY

I-2245 SEPT/09 POLICE SVCS 48,187.50
 9/03/2009 APBnk DUE: 9/03/2009 DISC: 9/03/2009 1099: N
 SEPT/09 POLICE SVCS 101 4122-81000-000 POLICE SERVICES 48,187.50
 === VENDOR TOTALS === 48,187.50

01-00935 ST PAUL REGIONAL WATER SERVICE

I-200909031970 H20 462.95
 9/03/2009 APBnk DUE: 9/03/2009 DISC: 9/03/2009 1099: N
 H20 101 4131-85040-000 WATER 24.36
 SALES TAX DUE FROM AUDIT BY ST 101 4131-85040-000 WATER 302.91
 H20 101 4131-85070-000 SEWER 16.00
 H20 101 4141-85040-000 WATER 87.68
 H20 101 4141-85070-000 SEWER 32.00
 === VENDOR TOTALS === 462.95

01-05249 STORK TWIN CITY TESTING CORPOR

I-91909-IN PARKLING LOT TESTING 956.10
 9/03/2009 APBnk DUE: 9/03/2009 DISC: 9/03/2009 1099: N
 PARKLING LOT TESTING 419 4419-92030-000 CITY HALL PARKING LOT 956.10
 === VENDOR TOTALS === 956.10

PACKET: 00345 SEPT 3 PAYABLES

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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-06660  TARGET

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I-200909031963  ICE CREAM SOCIAL EXPS/REC SPO  198.05
9/03/2009  APBNK  MANUAL  CK# 075313  8/25/2009  1099: N
ICE CREAM SOCIAL SUPPLIES  101 4116-89010-000  SPECIAL EVENTS  96.87
COOKING CLASS SUPPLIES  201 4201-70100-000  SUPPLIES  46.57
NATURE CAMP SUPPLIES7.18  201 4201-70100-000  SUPPLIES  7.18
TENNIS CAMP SUPPLIES  201 4201-70100-000  SUPPLIES  17.71
5 K FUN EXPENSES  101 4116-89010-000  SPECIAL EVENTS  29.72

=== VENDOR TOTALS ===  198.05

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01-07901  WASTE MANAGEMENT- BLAINE

I-5172188-0500-3  SEPT.09 COMMERCIAL RECYCLING  620.26
9/03/2009  APBNK  DUE: 9/03/2009 DISC: 9/03/2009  1099: N
SEPT.09 COMMERCIAL RECYCLING  206 4206-82030-000  RECYCLING CONTRACTS  620.26

=== VENDOR TOTALS ===  620.26

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01-07138  WOODEN SHAMROCK CO

I-71  T- SHIRTS  5 K FUN  533.92
9/03/2009  APBNK  DUE: 9/03/2009 DISC: 9/03/2009  1099: N
T- SHIRTS  5 K FUN  101 4116-89010-000  SPECIAL EVENTS  533.92

=== VENDOR TOTALS ===  533.92

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01-05870  XCEL ENERGY

I-200909031964  ELECT  1,468.45
9/03/2009  APBNK  DUE: 9/03/2009 DISC: 9/03/2009  1099: N
ELECT  101 4132-85020-000  STREET LIGHTING  7.31
ELECT  101 4132-85020-000  STREET LIGHTING  27.77
ELECT  101 4141-85020-000  ELECTRIC/GAS  25.31
ELECT  101 4131-85020-000  ELECTRIC  994.66
ELECT  101 4141-85020-000  ELECTRIC/GAS  413.40

=== VENDOR TOTALS ===  1,468.45

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=== PACKET TOTALS ===  125,492.62

federal withholdings  5,235.78
state withholdings  840.35
ICMA wire  427.00
Pera transfer  2,380.64
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134,376.39

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EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	8/27/2009	277.05	075315
0018	LONG, CHARLES E	R	8/27/2009	277.05	075316
1016	ABERNATHY, LISA A	R	8/27/2009	1,626.38	075317
1136	OLSON, ROLAND O	R	8/27/2009	709.72	075318
1142	HERZOG, PATRICK J	R	8/27/2009	156.07	075319
0034	KURHAJETZ, CLEMENT	R	8/27/2009	362.46	075320
0074	ALLEN, MARK J	R	8/27/2009	191.17	075321
0086	HINRICHS, RICHARD H	R	8/27/2009	95.58	075322
0095	POESCHL, MICHAEL J	R	8/27/2009	95.58	075323
0097	GAFFNEY, PATRICK	R	8/27/2009	95.58	075324
0105	FEHRENBACH, ANTON M	R	8/27/2009	94.61	075325
0120	HAWTHORNE, ROCHELLE L	R	8/27/2009	70.19	075326
1030	PITTMAN, TIMOTHY J	R	8/27/2009	1,725.97	075327
2133	BEHM, KATHRYN J	R	8/27/2009	447.92	075328
2161	SAVAGE, JACK A	R	8/27/2009	16.62	075329

DIRECT DEPOSIT LIST

PAY PERIOD ENDING 8/31/2009
DIRECT DEPOSIT EFFECTIVE DATE 8/27/2009

EMP #	NAME	AMOUNT
01-0012	LAURA A KUETTEL	277.05
01-0013	PETER C LINDSTROM	330.57
01-0016	PAMELA M HARRIS	277.05
01-1002	JUSTIN J MILLER	2,480.15
01-1136	ROLAND O OLSON	1,100.00
01-1038	DEBORAH K JONES	1,672.03
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,465.21
01-1143	COLIN B CALLAHAN	1,016.87

TOTAL PRINTED: 9 8,918.93

*** REGISTER TOTALS ***

REGULAR CHECKS:	15	6,241.95
DIRECT DEPOSIT REGULAR CHECKS:	9	8,918.93
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	24	15,160.88

*** NO ERRORS FOUND ***

ITEM: **City License Renewals**

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

The following individuals have applied for a Mechanical Contractors License for 2009.
Staff has received the necessary documents for licensure.

- Action Heating & Air
- Hinding Company Heating & Air

ITEM: Floodplain Regulation Summary Ordinance

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

At the August 12th city council meeting, a revised floodplain ordinance was adopted in order to allow the City of Falcon Heights to participate in National Flood Insurance Program (NFIP). FEMA, the federal agency who administers this program, has certain requirements in place that communities must complete before officially becoming part of the NFIP. One such requirement is that a summary ordinance must be published in the city's official newspaper. A summary ordinance is often published to provide official notification to area residents without having to incur the expense of publishing the entire ordinance, which in some cases could be pages long.

Attached to this report is a summary ordinance prepared by the city attorney. According to state statute, a 4/5th vote is required to publish this summary ordinance.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached floodplain summary ordinance.

SUMMARY ORDINANCE NO. 09-03

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

**AN ORDINANCE AMENDING CHAPTER 113
OF THE FALCON HEIGHTS CITY CODE
CONCERNING FLOODPLAIN REGULATIONS**

This ordinance amends Chapter 13 of the Falcon Heights City Code, the zoning ordinance, concerning floodplain regulations. This ordinance adopts a model floodplain ordinance provided by the Minnesota Department of Natural Resources. The ordinance provides the general regulations for development in areas located in the floodplain, addresses potential conflicts with other City ordinances, delineates permitted uses, provides provisions for variances, regulates non-conformities and outlines penalties for violations.

A printed copy of the entire ordinance is available for inspection by any person during the City Administrator/ Clerk's regular office hours.

APPROVED for publication by the City Council of the City of Falcon Heights, Minnesota, this 9th day of September, 2009.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Justin Miller, City Administrator/ Clerk

CONSENT F4
9/9/09

ITEM: Fire Department Assistant Chief Appointment

SUBMITTED BY: Clem Kurhajetz, Fire Chief

EXPLANATION:

Due to a recent resignation, the position of assistant chief is currently vacant. I recommend that Richard Hinrichs be appointed to fill this position.

ACTION REQUESTED:

Approval.

ITEM: **Public Works Dump Truck Purchase**

SUBMITTED BY: **Tim Pittman, Parks and Public Works Director**
 Justin Miller, City Administrator

EXPLANATION:

Over the past several years, the public works department has started to complete more tasks using existing staff and resources in lieu of contracting the tasks out to private contractors. This has made for more cost-effective projects and has allowed us to complete much needed repairs that otherwise would have been spread out over several years due to budget constraints.

One such project has been the replacement of sidewalk panels throughout the city. For the past two years, the public works department has replaced sidewalk panels in need of repair. It is anticipated that this task will continue for several years due to the amount of panels that need repair throughout the city. To do this job, however, the existing panels must be removed and hauled away, a task that cannot be accomplished using our existing public works vehicles. For the past two years we have been able to borrow a dump truck from Spring Lake Park, but that resource will not be available after this year.

Staff recently was informed that Ramsey County was looking to sell some of their excess equipment, and a dump truck was on their list. They are looking to sell a 1998 dump truck to us in the amount of \$17,000. The same truck would sell at a retail price of \$30,000 - \$40,000, and a new truck would be well over \$100,000. The truck is in good condition and will also be available for other projects as the public works staff continues to perform more tasks in-house.

Earlier this year the city sold a sewer jetter to the City of Lauderdale for \$15,000. In addition, there is \$25,000 identified in this year's capital improvement plan for a utility cart that the public works department will not be purchasing this year. Between these two sources of funds there is money available to purchase this piece of equipment.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council approve the purchase of a 1998 single axel Ford dump truck from Ramsey County in the amount of \$17,000.

ITEM: **Setting of 2010 Preliminary Tax Levy**

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

EXPLANATION:

Each year the city is required to adopt a preliminary tax levy that will be used by Ramsey County to develop parcel-specific notices informing all taxpayers of their proposed 2010 property taxes. Over the past several months the city council has been reviewing budget and levy proposals and the attached resolution incorporates what staff believes is the direction that was given by the city council.

2010 will be a difficult budget year due to the state of the economy, declining property values, and local government aid unallotments. The proposed levy does not include any new programs or staff salary increases, and in fact reduces overall general fund expenditures when compared to the 2009 budget.

The 2009 proposed levy is structured in the following manner:

General Fund	\$894,562
Special Debt Levy	\$124,584
Special Levy for a portion of the 2008 LGA Unallotment	<u>\$3,798</u>
Total Proposed Levy	\$1,022,944

This levy reflects a 5.0% increase over the 2009 certified property tax levy. The overall dollar increase in the levy is \$48,712, which is due to a \$27,000 increase in the police contract and over \$100,000 in unallotments in local government aid. The impact on a median valued home (\$264,200) is estimated to be an additional \$27 in the city portion of a homeowner's property taxes as compared to 2009.

There are also some changes in the truth-in-taxation requirements for this year. Rather than having a separate truth-in-taxation hearing in December, the city is required to hold a public hearing at a regularly scheduled meeting where residents are given the opportunity to speak about the proposed budget. Staff recommends that the city hold this hearing at 7:00 pm on Wednesday, December 9th, which is the same meeting where the budget and levy are scheduled to be approved by the city council.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached resolution in support of the new Bell Museum of Natural History.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
September 9, 2009
No. 09-09

CERTIFICATION OF THE PRELIMINARY TAX LEVY FOR 2010

BE IT RESOLVED, that the City Council of Falcon Heights authorizes the City to levy taxes in the amount of \$1,022,944 for the year 2010, and

BE IT FURTHER RESOLVED that the County Auditor should extend the preliminary tax levy in the amount of \$1,022,944 for the year 2010.

Moved by:

LINDSTROM In Favor
KUETTEL
HARRIS Against
LONG
MERCER-TAYLOR

Approved by: _____
Peter Lindstrom, Mayor
September 9, 2009

Attested by: _____
Justin Miller, Administrator
September 9, 2009

ITEM: Conditional Use Permit for a Solar-powered Heating System at 1800 Larpenteur Avenue

SUBMITTED BY: Deborah Jones, Zoning and Planning Director

**REVIEWED BY: Justin Miller, City Administrator
Roger Knutson, City Attorney**

Background:

1800 West Larpenteur is an R-4 multi-family residential property containing an 18-unit apartment building constructed in 1969. It is located on the south side of Larpenteur Avenue east of the Fairview Avenue intersection and across the street from University of Minnesota fields. It is adjacent to the Hermes office building on the east, University of Minnesota fields on the south and a similar building at 1818 Larpenteur on the west. All properties within 350 feet are commercial, institutional or multi-family. The nearest single family zone is over 540 feet from the property.

The owner of 1800 West Larpenteur Avenue, Falcon Heights, has submitted an application to build an active solar-powered system for domestic hot water and space heat in the building. An active system is defined as one that includes mechanical components such as pumps. The Falcon Heights city code Section 113-393 requires a conditional use permit for all active solar power systems. The proposed system meets the definition, so a conditional use permit is required, in addition to the building permits and any other permits that may be required.

Staff determined that the application met the application and development standards for a conditional use permit as defined in Sections 113-84(b) and 113-85(c) of the city code. Staff also found that this project conforms to the new municipal comprehensive plan adopted by the City Council on June 24, 2009, in particular to the objective of *"becoming a sustainable, energy efficient community."*

Planning Commission Recommendation:

The required public hearing on this matter was held by the Falcon Heights Planning Commission on Tuesday, August 25, 2009. Following the public hearing, the Commission voted unanimously to accept the staff findings and to recommend that the City Council approve the conditional use permit.

Attachments:

- Conditional Use Permit application for 1800 West Larpenteur
- Site Map of 1800 West Larpenteur

- Project drawings for the proposed solar installation
- Planning Commission Findings of Fact and Recommendation
- Conditional Use Permit document

Actions Requested:

- Approve the conditional use permit for a solar heating installation at 1800 West Larpenteur Avenue.

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

CONDITIONAL USE PERMIT

CUP NO. 09-01

1. Permit. Subject to the terms and conditions set forth herein, the City of Falcon Heights grants a conditional use permit for an active solar system, in accordance with the plans on file at City Hall.
2. Property. The permit is for property located in the City of Falcon Heights, Ramsey County, Minnesota, legally described on the attached Exhibit "A".
3. Conditions. The permit is issued subject to the following stipulations:
 - a) The applicant shall receive a building permit from the City, prior to construction.
 - b) The proposed active solar system when installed on top of the home may not exceed 42 feet in height which includes the combined height of the building and the active solar system.
 - c) The active solar system must be constructed and maintained in accordance with the plans on file at City Hall.
4. Termination of Permit. The City may revoke the permit following a public hearing for violation of the terms of the permit.
5. Lapse. If within one year from the issuance of this permit the conditional use has not been completed or the use commenced, this permit shall lapse.
6. Criminal Penalty. Violation of the terms of this conditional use permit is a criminal misdemeanor.

Date: _____, 2009.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

AND _____
Justin Miller, City Administrator/Clerk

EXHIBIT "A"

Legal Description of the Property

The east 282.36 feet of the west 542.15 feet of the north half of the northeast quarter of Section 21, Township 29, Range 23, Ramsey County, Minnesota, except the South 1026.66 feet thereof.

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

IN RE:

Application of John Stiehm, owner of
1800 Larpenteur Ave., Falcon Heights,
for a conditional use permits for an
active solar energy system

**FINDINGS OF FACT
AND RECOMMENDATION**

On August 25, 2009, the Falcon Heights Planning Commission met at its regularly scheduled meeting to consider the application of John Stiehm (“Applicant”), owner of 1800 W. Larpenteur Avenue, Falcon Heights, MN 55113 (“Subject Property”), for a conditional use permit for an active solar energy system. The Planning Commission conducted a public hearing on the proposed conditional use permits preceded by published and mailed notice. The Applicant was present and the Planning Commission meeting and heard testimony from all interested persons wishing to speak. The Planning Commission now makes the following Findings of Fact and Recommendation.

FINDINGS OF FACT

1. The Subject Property is zoned R-4.
2. The Subject Property is legally described as:

The east 282.36 feet of the west 542.15 feet of the north half of the northeast quarter of Section 21, Township 29, Range 23, Ramsey County, Minnesota, except the South 1026.66 feet thereof.

3. The Applicant desires to install an active solar energy system on the roof of an existing multi-family residence. Section 113-393 of the City Code allows an active solar system by conditional use permit.

4. The development standards for conditional use permits prescribed by City Code Section 113-85 have been satisfied or are not applicable.

RECOMMENDATION:

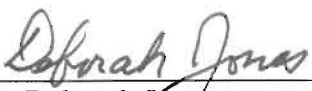
The Falcon Heights Planning Commission hereby recommends approval of the Applicant's request for conditional use permits for an active solar system pursuant to City Code Section 113-393 in accordance with the plans on file with the City.

ADOPTED by the Falcon Heights Planning Commission on this 25th day of August, 2009.

**FALCON HEIGHTS PLANNING
COMMISSION**

By: 
Eric Watkins, Chair

ATTEST:

By: 
Deborah Jones
Director of Zoning and Planning /
Staff Liaison



City of Falcon Heights Planning Application

Action Requested By:

Name of Property Owner: 1800 Carpenter LLC
 Phone (h): 612-770-5737 (w): 612-920-9118
 Address of Property Owner: 1836 Queen Ave. S.
 Name of Applicant (if different): _____
 Address _____ Phone _____

Property Involved:

Address: 1800 Carpenter
 Legal Description: sect. 21 Twp. 029 Range 083
Section 27 Twp. 29 Range 23
Sub TD CO rd A and Ex 3
 Property Identification Number (PIN): 21-29-27-12-0004 2771000

Present Use of Property (check one):

- | | |
|--|---|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Business/Commercial |
| <input type="checkbox"/> Duplex/Two Family Dwelling | <input type="checkbox"/> Government/Institutional |
| <input checked="" type="checkbox"/> Multi Family Complex | <input type="checkbox"/> Vacant Land |

Action Requested (NON-REFUNDABLE):

- | | |
|---|--|
| <input type="checkbox"/> Variance (\$150.00) | <input type="checkbox"/> Lot Split (\$250.00) |
| <input checked="" type="checkbox"/> Conditional Use Permit (\$165.00) | <input type="checkbox"/> Site Plan Review (\$100.00) |
| <input type="checkbox"/> Rezoning (\$500.00) | <input type="checkbox"/> Other (Please Specify) |

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

Installation of a 40 panel solar
thermal system (Active). Also the
height of the panels may be more than
ten feet above the roof surface - currently
under review

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

John Stubbs
 Signature of Property Owner (required)

John Stubbs
 Signature of Applicant (if applicable)



INNOVATIVE POWER SYSTEMS

Renewable Energy Design & Installation
www.ips-solar.com

City of Falcon Heights
2077 Larpenteur Ave W
Falcon Heights, MN 55113

July 30, 2009

Re: Job at: 1800 Larpenteur Ave W
Falcon Heights, MN 55113

Enclosed is an application for a building permit for installation of a solar thermal system at the above address. Innovative Power Systems plans on installing 40 new solar thermal panels for domestic water and space heat on the 18 unit apartment building. Innovative Power Systems will oversee the installation of the roof curbs and install the metal racking system as directed by the structural engineer.

We will be working with Ridler Plumbing and Heating who will be responsible for applying for their own permit(s) and will be responsible for all piping and plumbing.

Please visit www.ips-solar.com for an overview of our company and the type of solar work we have done all over Minnesota and western Wisconsin.

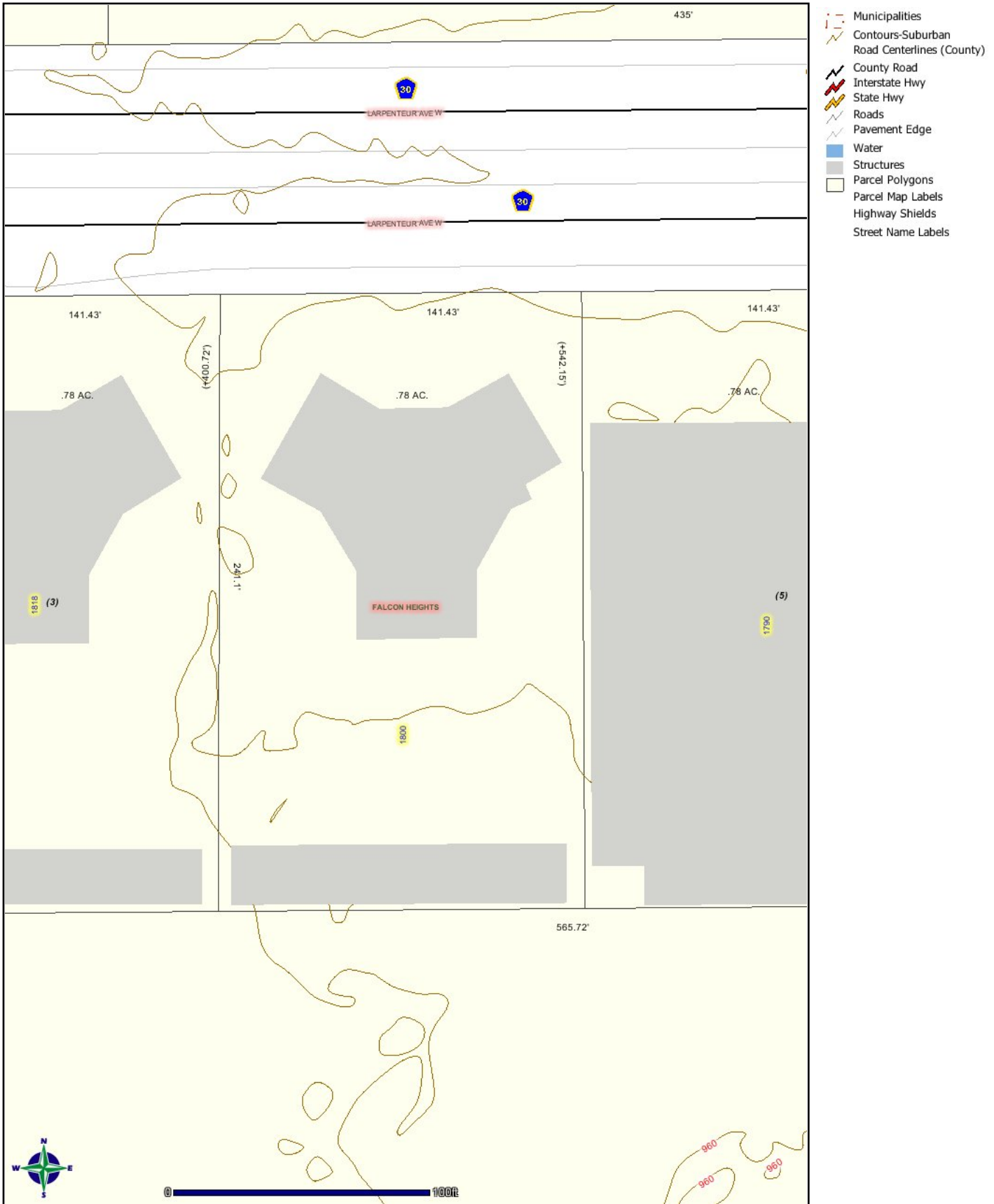
Please call or email if you have any questions. Thank you.

Regards,

Matthew Miller
Operations Manager
Innovative Power Systems
612-623-3246
mattm@ips-solar.com

1800 W. Larpenteur Avenue, Falcon Heights, MN 55113

Conditional Use Permit Application - Solar Energy Installation - August, 2009



DISCLAIMER: 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.

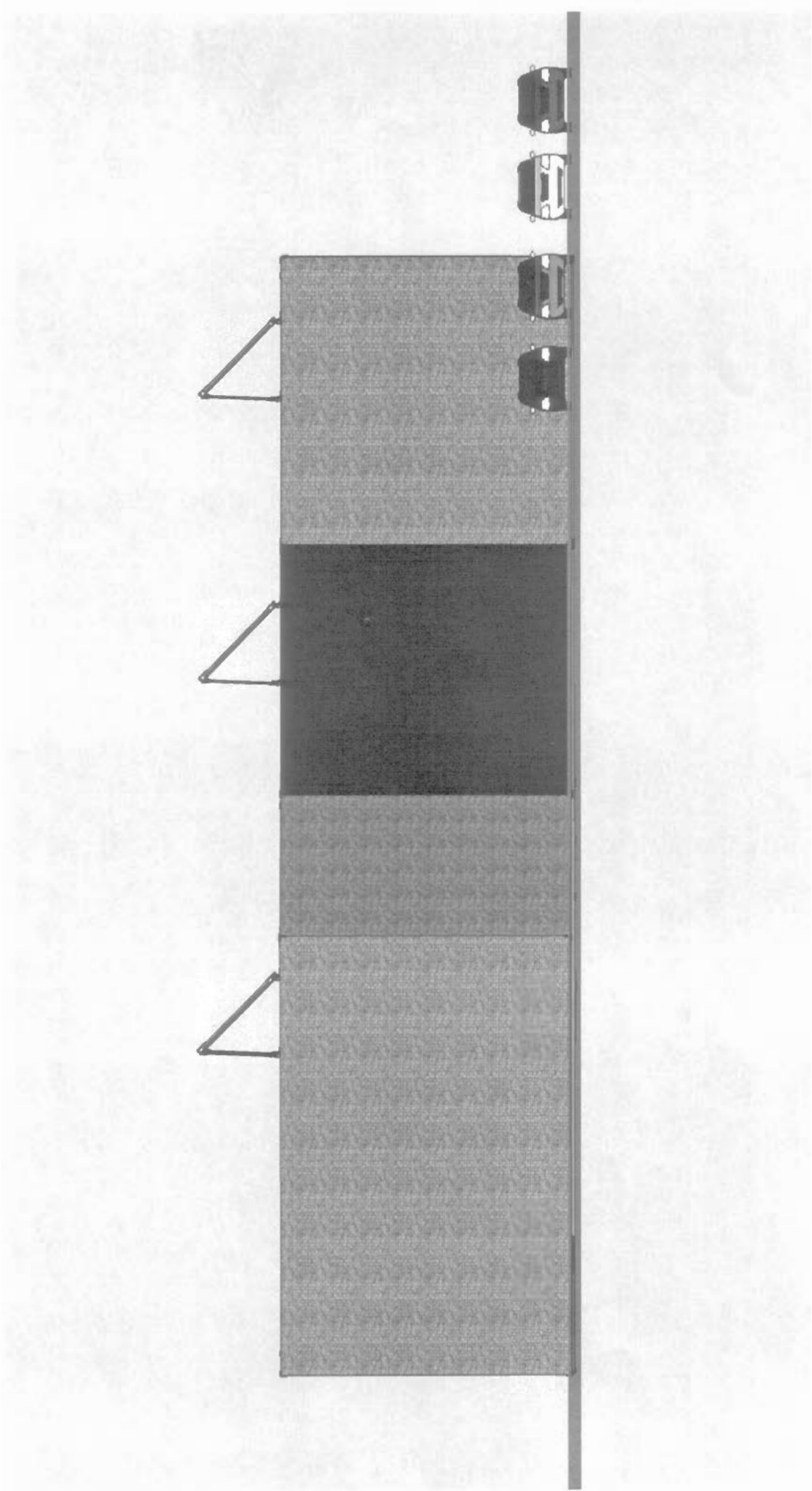
SOURCES: Ramsey County (August 3, 2009), The Lawrence Group; August 3, 2009 for County parcel and property records data; August 2009 for commercial and

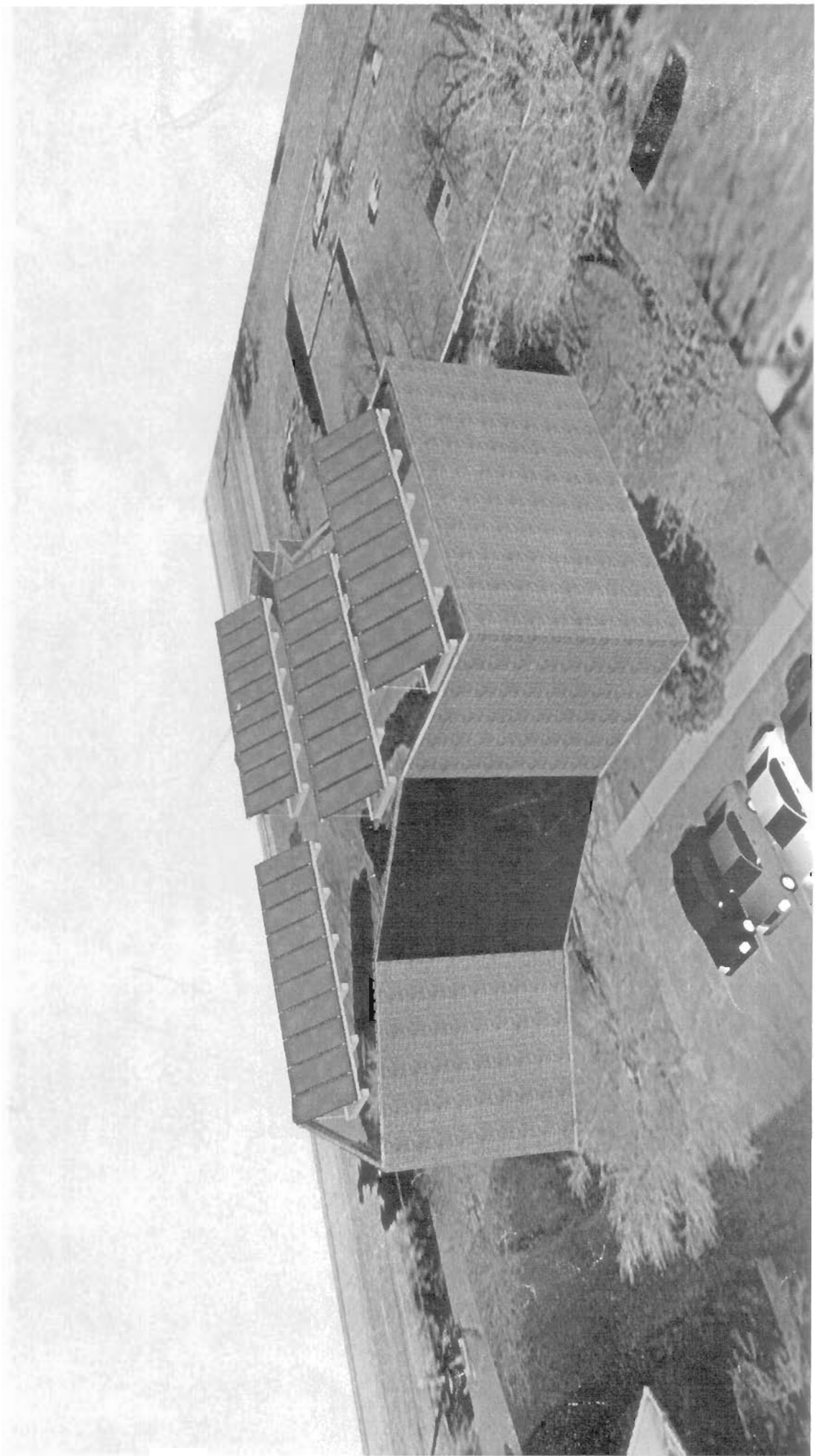
1800 W. Larpenteur Avenue, Falcon Heights, MN 55113

2008 Aerial Photo - Ramsey County/Pictometry



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ITEM: **Pre-Emptive Ash Tree Removal Program**

SUBMITTED BY: **Andy Hovland, City Forester**
 Justin Miller, City Administrator

EXPLANATION:

As has been well reported, the Emerald Ash Borer (EAB) has been identified in Minnesota, and more specifically in nearby St. Anthony Park and the University of Minnesota St. Paul campus. The EAB has spread across the Midwest and has caused millions of ash trees to be cut down. Efforts to slow or curtail the EAB have shown minimal success, and it is unlikely that any breakthrough will be made in the upcoming years that will keep our ash tree inventory from being impacted.

The City of Falcon Heights has an estimated 296 ash boulevard trees. Our city policy has been that boulevard tree removal and planting is the responsibility of the city, while private trees are the property owner's responsibility. It is unknown how many ash trees are on private property, but it is reasonable to expect that the number is equal to or greater than the number of boulevard trees. It is likely that within the next ten years that the entire ash tree population will be impacted, and could cost the city much more than what we budget each year for tree removal and re-planting.

While the EAB has not been detected within any of our neighborhoods as of yet, it is practically just a matter of time. In order to lessen the impact to the city budget, and to hopefully slow the spread of the EAB, staff is suggesting that we begin to pre-emptively remove ash trees in a methodical pattern. Staff will first begin with trees that are already in a declining condition, and then begin to identify other areas of the city to begin removal and re-planting.

This course of action is not taken lightly, but staff believes it will have the following benefits:

- Expedited removal of trees in declining health that will need removal in the next couple of years.
- By removing the largest trees from the city we are effectively reducing the available food and nesting habitat for the beetle and its larvae which should reduce the EAB population in the area.
- Staggered removal and replanting will hopefully keep entire city blocks from being "clear cut", allowing for mature trees to remain while new trees will have a head start on their growth cycle.
- Smaller, incremental impact on the city budget instead of having a large number being removed at one time due to EAB infestation.
- Possible revenue producing possibility by selling lumber to companies seeking ash tree materials.

Using our existing tree removal contract prices (which will most likely increase in the period these trees are to be removed), the financial impact could look like this:

Total diameter inches of boulevard ash trees (per 2007 inventory)	4,216 inches
Price per diameter inch to remove trees and stumps	\$33.08
Total removal costs in today's dollars:	\$139,465.28

For reference, the 2009 budget includes \$23,000 for tree removals, which will most likely still need to be done for other tree species such as elm and oak. We also budget around \$12,000 for replacement plantings, which will also need to be supplemented if the city wishes to continue our policy of replacing each tree that is removed.

Chemical treatment options are now commercially available, but their success rate, impact to the environment, and ongoing costs are cause for concern. While the rates range between products varies, a conservative example follows:

Total diameter inches of boulevard ash trees (per 2007 inventory)	4,216 inches
Treatment price per diameter inch (needed every other year)	\$9.00
Total costs every other year	\$37,944
Annual costs (above number divided by two)	\$18,972

Using these numbers, the treatment expense would begin to outpace removal expenses within seven to eight years, and treatment would need to continue for the life of the tree.

It is likely that there will be efforts at the state level to secure funding for EAB management, much like was done during the Dutch Elm Disease outbreak in the 1970s and 1980s. However, with the current state financial situation, it is unknown how much of a commitment will be made.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt/authorize the city forester and staff to begin removal of all boulevard ash trees in the City of Falcon Heights with the goal of completing the task within seven years. Staff also recommends that the city council authorize staff to pursue any funding opportunities to help offset the expense of this initiative, including grants and potential sale of lumber to commercial timber companies.