

***City of Falcon Heights***  
**Regular Meeting of the City Council**  
**City Hall**  
**2077 W. Larpenteur Avenue**

**September 25, 1996**  
**A G E N D A**

- A. CALL TO ORDER: 7 p.m.
- B. ATTENDANCE: GEHRZ \_\_\_ GIBSON TALBOT \_\_\_ HUSTAD \_\_\_  
JACOBS \_\_\_ KUETTEL \_\_\_ HOYT \_\_\_ ASLESON \_\_\_ ATTORNEY \_\_\_  
ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: September 11, 1996
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. Disbursements
    - a. General disbursements through 9/19/96, \$113,656.79
    - b. Payroll from 9/1/96 to 9/15/96, \$12,407.41
  - 2. Licenses
  - 3. Request for variance of three feet from the required five foot side yard setback for the construction of a utility shed at Falcon Heights United Church of Christ, 1795 Holton Street, Chapter 9-2.04 subd. 1(c)
- G. POLICY AGENDA:
  - 1. Review and approval of the agreement for the reconstruction of Larpenteur Avenue from Fulham Street to Cleveland Ave.
  - 2. Proposed agreement for maintenance of traffic control signals at Cleveland and Larpenteur
  - 3. Update from Northwest Youth and Family Services
- H. INFORMATION AND ANNOUNCEMENTS:
  - 1. Minutes of the Solid Waste Commission dated 8/8/96
- I. ADJOURN

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ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: September 11, 1996 (Tab #1)
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. Disbursements (Tab #2)
    - a. General disbursements through 9/19/96, \$113,656.79
    - b. Payroll from 9/1/96 to 9/15/96, \$12,407.41
  - 2. Licenses (Tab #3)
  - 3. Request for variance of three feet from the required five foot side yard setback for the construction of a utility shed at Falcon Heights United Church of Christ, 1795 Holton Street, Chapter 9-2.04 subd. 1(c) (Tab #4)
- G. POLICY AGENDA:
  - 1. Review and approval of the agreement for the reconstruction of Larpenteur Avenue from Fulham Street to Cleveland Ave. (Tab #5)
  - 2. Proposed agreement for maintenance of traffic control signals at Cleveland and Larpenteur (Tab #6)
  - 3. Update from Northwest Youth and Family Services (Tab #7)
- H. INFORMATION AND ANNOUNCEMENTS:
  - 1. Minutes of the Solid Waste Commission dated 8/8/96 (Tab #8)
- I. ADJOURN

**CITY OF FALCON HEIGHTS  
REGULAR CITY COUNCIL MEETING  
MINUTES OF SEPTEMBER 11, 1996**

**DRAFT**

Mayor Gehrz convened the meeting at 7:03 p.m.

**PRESENT**

Gehrz, Gibson Talbot, Hustad, Jacobs, and Kuettel. Also present were Hoyt, Asleson, Maurer, and Sampson.

**COMMUNITY FORUM**

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

**MINUTES OF AUGUST 28, 1996**

Minutes were approved by unanimous consent.

**CONSENT AGENDA APPROVED**

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

1. Disbursements
2. Licenses
3. Approval of the use of the Kern, DeWenter, Viere auditing firm for the years ending December 31, 1996, 1997, and 1998.
4. Accept the voluntary resignation of Pete Klingenberg as Parks/Public Works Superintendent
5. Scheduling a council meeting for September 18, 1996

**POLICY AGENDA**

**RESOLUTION ORDERING A FEASIBILITY STUDY FOR THE RECONSTRUCTION OF  
LINDIG STREET**

Engineer Maurer reported that the condition of Lindig Street makes it necessary to consider reconstruction next year; the road will not last another two years. The first step for the city council to begin the process is to order a feasibility report. Informational meetings with property owners would begin in mid to late October. The cost for the feasibility study would be between \$3500 and \$4000.

Motion was made by Councilmember Jacobs to approve Resolution 96-10, ordering the preparation of a feasibility report on the Lindig Street improvement. Motion passed unanimously.

### **CONSIDERATION OF REVISED FEE SCHEDULE**

Administrative Assistant/Planner Asleson reviewed proposed changes to the city's fee schedule. The major changes included were replacement of the fee schedule for mechanical permits, the adjustment of fees to more accurately reflect costs of providing service, and revision of the fee schedule format to make the schedule more "reader friendly."

Motion was made by Councilmember Kuettel to approve the revised fee schedule. Motion passed unanimously.

### **RESOLUTIONS TO AUTHORIZE TRANSFER OF CABLE FRANCHISE TO CONTINENTAL CABLE AND TO U.S. WEST**

Jerry Wallin, the city's representative to the Cable Commission, updated the council on the proposed transfer of the franchise first to Continental Cable and then to U.S. West after the two companies merge. After outlining the proposed transfer process, Wallin explained that the Cable Commission had examined the four legal criteria that have to be met in order for the transfer to take place. These criteria include: legal qualification, character qualification, technical ability, and other factors such as financial abilities and the company's willingness to abide by current franchise commitments. The Cable Commission has found that Continental and U.S. West have met these obligations.

Motion was made by Councilmember Jacobs to approve Resolutions 96-13 and 96-14 authorizing the franchise transfers. Motion passed unanimously.

### **CONSIDERATION OF DONATION REQUESTS**

The council discussed the items to be included in a letter to the Falcon Heights/Lauderdale Lions Club. The letter will contain proposed donations that the Lions could make to the city. Three of the items were related to the Park and Recreation program. The fourth, a small gazebo in the front of city hall, is still in the planning stages. The council directed staff to include all four items in a letter to the Lions.

### **REVIEW OF THE 1997 GOALS OF THE CITY**

For the benefit of the viewing audience, the city council read their 1997 goals for the city. These goals were adopted earlier as a part of the budget process.



### **CONSIDERATION OF RESOLUTION CERTIFYING THE PROPOSED GENERAL FUND BUDGET AND LEVY**

Administrator Hoyt explained that a resolution certifying the budget and the levy were necessary. The increase in the levy amount is necessary to offset corresponding increases in the cost of police service. Hoyt also reviewed the impacts of this levy increase on typical homes in Falcon Heights and explained some of the operating transfers made to the budget.

Motion was made by Councilmember Hustad to approve Resolution 96-11, certifying the proposed general fund budget of \$1,029,143 and certified levy of \$577,309 to the county auditor. Motion passed unanimously.

### **SETTING OF DATES FOR 1997 BUDGET PRESENTATION**

The council established Wednesday, December 4, 1996 at about 7:15 p.m. as the date for the city's public budget presentation and hearing. A continuation hearing, if necessary, will be held on Thursday, December 19, 1996.

### **PARTICIPATION IN MINNESOTA CITIES WEEK**

The council discussed possible ideas for Minnesota Cities Week. In addition to the annual Fire Department Open House on October 12, the council suggested that Larpenteur Avenue plans and a copy of the proposed budget be available to the public. Also suggested was a letter to Falcon Heights Elementary School offering educational speakers throughout the year.

### **CITY INFORMATION AND ANNOUNCEMENTS**

Councilmember Kuettel reported on a successful Simpson Street block party and thanked the police and the Lions for their assistance.

Councilmember Jacobs reported that he, Mayor Gehrz, and Administrator Hoyt had met with the Fire Department regarding their concerns about city's contract with St. Paul Fire to provide ALS service. Jacobs reported that he had assured the department that the present city council does not intend to change how fire protection service is provided. Jacobs also reported that the department is somewhat concerned about their future existence and that the message delivered was that St. Paul Fire will be providing this service and that the departments need to begin a working partnership.

Councilmember Hustad responded that the council must make decisions in the best interest of the public for the least amount of cost. Hustad also reported on a successful Arona lawn party and a Northwest Youth Services fundraiser.

Councilmember Gibson Talbot reported on a first-ever block party in her neighborhood, which included a live band.

Mayor Gehrz reported on a successful State Fair and a League of Women Voters town meeting.

Administrator Hoyt reported a 20% turnout at the recent state primary election.

### **ADJOURNMENT**

The meeting adjourned at 8:33 p.m.

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Susan L. Gehrz, Mayor

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Carla Asleson  
Recording Secretary

CONSENT  
Meeting Date: 9/25/96  
Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Joe Rigdon, City Accountant

EXPLANATION/SUMMARY:

- a. General disbursements through 9/19/96, \$113,656.79
- b. Payroll from 9/1/96 to 9/15/96, \$12,407.41

ACTION REQUESTED: Approval

APPROVAL OF BILLS  
PERIOD ENDING: 09/25/96

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	ASLESON, CARLA	ELECTION MILEAGE	ELECTION	21.00
	ASLESON, CARLA	ADMIN. MILEAGE	ADMINIST	21.70
	*** TOTAL FOR ASLESON, CARLA			42.70
	AMERICAN LINEN SUPPLY CO.	LINEN CLEANING	FIRE FIG	37.86
	AMERICAN OFFICE PRODUCTS	CALCULATORS, PAPER, ETC.	ADMINIST	101.53
	CASH	7/26 BUDGET MEETING FOOD	LEGISLAT	12.61
	CASH	3 ROLLS FILM	ADMINIST	11.50
	CASH	ELECTION REFRESHMENTS	ELECTION	16.91
	CASH	COOKING CLASS GROCERIES	PARK PRO	37.90
	CASH	ICE FOR SOCIAL	PARK PRO	16.14
	*** TOTAL FOR CASH			95.14
	FACILITY SYSTEMS, INC.	TACKBOARD	ADMINIST	65.02
	FRATTALONE PAVING INC.	1995 ALLEY PAYMENT	-----	2,117.47
	GOPHER SIGN COMPANY	ELECTION SIGNS	PUBLIC W	73.60
	GOPHER SIGN COMPANY	ELECTION SIGNS	PUBLIC W	264.10
	*** TOTAL FOR GOPHER SIGN COMPANY			337.70
32538	GOVERNMENT TRAINING SERV.	MN MAYORS CONFERENCE	LEGISLAT	100.00
	HARMON AUTOGLASS	PLEXIGLASS-SCHOOL SIGNS	PARK MAI	217.26
	HOISINGTON KOEGLER GROUP	8/96 PLANNING & DESIGN	LARPENTE	1,240.50
	ICMA RETIREMENT TRUST 457	9/96 CONTRIBUTIONS	ADMINIST	150.00
	ICMA RETIREMENT TRUST 457	9/96 CONTRIBUTIONS	FINANCE	150.00
	ICMA RETIREMENT TRUST 457	9/96 CONTRIBUTIONS	PARK MAI	200.00
	*** TOTAL FOR ICMA RETIREMENT TRUS			500.00
	IVERSON, TERRY	3RD QTR AUTO INSURANCE	FIRE PRE	75.00
	JANKE, KATHLEEN	9/96 CLEANING	FIRE FIG	80.00
	DAVID W. KRIESEL, INC.	9/96 BUILDING INSPECT	PLANNING	550.00
	DAVID W. KRIESEL, INC.	3RD QTR PLUMBING INSPECT	PLANNING	126.75
	*** TOTAL FOR DAVID W. KRIESEL, IN			676.75
	LEONARD, STREET & DEINHARD	LEGAL SVC TO 8/31/96	LEGAL	261.25
	MCI	LONG DISTANCE TO 9/10/96	BUILDING	5.50
	MAIER STEWART & ASSOC.	7/28-8/31/96 ENGINEERING	ENGINEER	594.19
	MAIER STEWART & ASSOC.	7/28-8/31/96 ENGINEERING	LARPENTE	492.91
	*** TOTAL FOR MAIER STEWART & ASSO			1,087.10
	METROPOLITAN COUNCIL	10/96 SEWER SERVICE	SANITARY	37,950.00
	MICROFLEX	AMBULANCE GLOVES	RESCUE S	162.00

APPROVAL OF BILLS  
PERIOD ENDING: 09/25/96

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	MIDWEST DELIVERY SERVICE	DELIVERY	ADMINIST	7.65
32536	MN DEPARTMENT OF REVENUE	STATE WITHHELD 9/15/96	ADMINIST	729.00
	NSP	8/96 ELECTRIC	PARK MAI	22.49
	NSP	8/96 STREET LIGHTING	STR. LIG	2,053.00
	NSP	8/96 GAS & ELECTRIC	PARK MAI	52.04
	NSP	8/96 ELECTRIC	SANITARY	8.76
	NSP	8/96 ELECTRIC	SANITARY	138.41
	*** TOTAL FOR NSP			2,274.70
32537	NORTH STAR STATE BANK	FED WITHHELD 9/15/96	ADMINIST	3,757.95
	OFFICE MAX CREDIT PLAN	3.5" DISKS; MISC.	ADMINIST	50.14
	ON SITE SANITATION	8/9-9/5/96 SANITATION	PARK MAI	68.65
	OXYGEN SERVICE COMPANY	8/96 OXYGEN CYLINDERS	RESCUE S	18.00
	OXYGEN SERVICE COMPANY	8/96 OXYGEN CYLINDERS	BUILDING	9.00
	*** TOTAL FOR OXYGEN SERVICE COMPA			27.00
	PERA	PERA WITHHELD 9/15/96	ADMINIST	1,250.25
	PERA LIFE	PHILLIPS 9/96 PREMIUM	ADMINIST	12.00
	PERA LIFE	BAUMANN 9/96 PREMIUM	FIRE FIG	12.00
	PERA LIFE	IVERSON 9/96 PREMIUM	FIRE P&E	12.00
	*** TOTAL FOR PERA LIFE			36.00
	PAKOY, GENE	3RD QTR MECH. INSPECT	PLANNING	770.25
32533	PANINO'S	ELECTION JUDGE DINNER	ELECTION	61.53
	THE PUBLIC STRATEGIES	TRANSFORM GOVT. WORKSHOP	LEGISLAT	395.00
	THE PUBLIC STRATEGIES	TRANSFORM GOVT. WORKSHOP	ADMINIST	395.00
	*** TOTAL FOR THE PUBLIC STRATEGIE			790.00
	CITY OF SAINT PAUL	95-96 RINK FLOODINGS	PARK MAI	160.00
	ST. PAUL RAMSEY	RESCUE SUPPLIES	RESCUE S	128.83
	ST. PAUL RAMSEY	RESCUE SUPPLIES	RESCUE S	235.58
	ST. PAUL RAMSEY	RESCUE SUPPLIES	RESCUE S	256.61
	*** TOTAL FOR ST. PAUL RAMSEY			621.02
	RAMSEY CLINIC	IMMUNIZATION	RESCUE S	33.00
	RAMSEY COUNTY	9/96 INSURANCE PREMIUMS	ADMINIST	3,046.52
	RAMSEY COUNTY	PAINT SCHOOL CROSSWALKS	STREETS	111.48
	*** TOTAL FOR RAMSEY COUNTY			3,158.00
	S & S TREE SPECIALISTS	IN TREE REMOVAL	TREE PRO	157.62
	SERVICEMASTER BY TSCHIDA	CARPET CLEANING	BUILDING	250.28

APPROVAL OF BILLS  
PERIOD ENDING: 09/25/96

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
32534	SUBURBAN HARDWARE	CHAIN	FIRE FIG	18.20
		CLEANING SUPPLIES	FIRE FIG	56.39
		SEWER JETTER PART	SANITARY	2.09
		SPRAYER; PLEXI; PAINT SUPL	PARK MAI	108.43
		FAIR SIGN PARTS; ETC.	STREETS	31.30
		*** TOTAL FOR SUBURBAN HARDWARE		216.41
	TAFF, SUSAN HOYT	9/96 CAR ALLOWANCE	ADMINIST	165.00
	TARGET	KITCHEN SUPPLIES	BUILDING	53.23
	TOLL GAS & WELDING SUPPLY	COMPRESSED AIR	FIRE FIG	42.16
32535	U.S. POSTMASTER	POSTAGE PERMIT	SANITARY	250.00
	UNITED WAY	3RD QTR UNITED WAY	ADMINIST	18.00
	UNITED WAY	3RD QTR UNITED WAY	FINANCE	1.80
	UNITED WAY	3RD QTR UNITED WAY	EMERGENC	3.38
	UNITED WAY	3RD QTR UNITED WAY	FIRE PRE	20.47
	UNITED WAY	3RD QTR UNITED WAY	PARK & R	9.00
	UNITED WAY	3RD QTR UNITED WAY	SOLID WA	1.80
	UNITED WAY	3RD QTR UNITED WAY	SANITARY	1.80
	UNITED WAY	3RD QTR UNITED WAY	RESCUE S	2.25
		*** TOTAL FOR UNITED WAY		58.50
32540	UNIVERSITY OF MINNESOTA	PUBLIC EMPLOYMENT COURSE	ADMINIST	130.00
	AIRTOUCH CELLULAR	8/96 CELLULAR PHONE	RESCUE S	16.65
32539	USWEST COMMUNICATIONS	9/96 PHONE	BUILDING	359.85
	USWEST COMMUNICATIONS	9/96 PHONE	PARK & R	57.30
		*** TOTAL FOR USWEST COMMUNICATION		417.15
	USA LIGHTS	FLUORESCENT LAMPS	BUILDING	22.60
	WALDOR PUMP	LIFTSTATION SEAL	SANITARY	6.16
	BERNARDY, CONNIE LANNERS	9/30/96 MCAD SERVICES	MCAD	1,543.85
	ST. ANTHONY VILLAGE	9/96 POLICE SERVICES	POLICE	27,209.17
	BRODERICK, BERNARD	DELIVERY MILEAGE	ADMINIST	12.06
	HUGHES & CASTELLO	9/96 PROSECUTION	PROSECUT	2,104.85
	MARLENE BLOMBERG	SEWER UTILITY REFUND	SANITARY	1,720.57
	TODD P. YOUNG	SEWER UTILITY REFUND	SANITARY	1,720.57
	ANN STOUT	UTILITY REFUND	-----	5.72
	MIDWEST CONCRETE DRIVEWAY	1996 SIDEWALK REPAIR	INFRASTR	18,604.48

APPROVAL OF BILLS  
 PERIOD ENDING: 09/25/96

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		*** GRAND TOTAL ***		\$113,656.79
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PERIOD END DATE 09/15/96  
SYSTEM DATE 09/13/96

\*\*\*FILE NOT UPDATED\*\*

PAGE 1

CHECK REGISTER

CHECK TYPE	CHECK DATE	EMPLOYEE NAME	EMPLOYEE NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	9 13 96	NICHOLAS BAUMANN	30	24602	97.76
COM	9 13 96	ROSS BERNDT	31	24603	61.62
COM	9 13 96	RAYMOND BROWN	32	24604	96.16
COM	9 13 96	CLEMENT KURHAJETZ	34	24605	62.58
COM	9 13 96	LEO LINDIG	35	24606	101.07
COM	9 13 96	KEVIN ANDERSON	40	24607	54.58
COM	9 13 96	DAVID P. BIANCHI	41	24608	6.47
COM	9 13 96	MICHAEL D. CLARKIN	42	24609	228.30
COM	9 13 96	JAMES D. FULLER	45	24610	345.16
COM	9 13 96	NATHANIEL HEROLD	47	24611	112.33
COM	9 13 96	JOHN H. HOLMGREN	48	24612	70.11
COM	9 13 96	JOSEPH L. MARTINEZ	50	24613	87.27
COM	9 13 96	GREGORY S. PETERSON	56	24614	192.59
COM	9 13 96	GREGORY M. FULLER	59	24615	179.58
COM	9 13 96	TERRY D. IVERSON	60	24616	43.98
COM	9 13 96	DENNIS G. LEMAY	61	24617	10.50
COM	9 13 96	BRYON A. SCHULTZ	62	24618	87.02
COM	9 13 96	RACHELLE L. MARVIN	63	24619	97.83
COM	9 13 96	ALFRED HERNANDEZ	66	24620	20.20
COM	9 13 96	BRENT W. KOSKELA	67	24621	241.36
COM	9 13 96	JASON J. HYATT	69	24622	149.03
COM	9 13 96	JUSTIN T. NOVAK	70	24623	10.59
COM	9 13 96	THOMAS R. REITAN	71	24624	244.21
COM	9 13 96	JOHN R. WOLFSBERGER	72	24625	144.65
COM	9 13 96	SUSAN HOYT TAFF	1002	24626	1406.27
COM	9 13 96	TERRY IVERSON	1003	24627	996.23
COM	9 13 96	CAROL KRIEGLER	1005	24628	517.18
COM	9 13 96	PATRICIA PHILLIPS	1007	24629	709.51
COM	9 13 96	DELORIS SWENSON	1008	24630	775.97
COM	9 13 96	CARLA ASLESON	1010	24631	928.09
COM	9 13 96	LAWRENCE A. KLINGENBERG	1011	24632	903.93
COM	9 13 96	JOSEPH M. RIGDON	1012	24633	896.44
COM	9 13 96	JASON CIERNIA	1026	24634	32.32
COM	9 13 96	LINDA TREEFUL	1031	24635	60.88
COM	9 13 96	DAVE TRETSVEN	1033	24636	754.68
COM	9 13 96	GLADYS A. BROWN	1043	24637	91.88
COM	9 13 96	FLORENCE M. RICHARDS	1045	24638	86.63
COM	9 13 96	ELIZABETH R. SUNDHEIM	1061	24639	86.63
COM	9 13 96	SALLY B. JERNBERG	1071	24640	86.63
COM	9 13 96	DONNA LOU REYNOLDS	1072	24641	84.00
COM	9 13 96	CHRISTINE AMMANN	1084	24642	18.38
COM	9 13 96	KATHLEEN A. CIERNIA	1089	24643	49.88
COM	9 13 96	PEARLE F. GILBERTSON	1093	24644	49.88
COM	9 13 96	KATHLEEN A. BALDWIN	1094	24645	39.38
COM	9 13 96	MARGARET M. BARRETT	1095	24646	86.63
COM	9 13 96	JANE ADAMS DEHLIN	1096	24647	49.88
COM	9 13 96	TAI SHIGAKI	1097	24648	87.52
COM	9 13 96	SUSAN K. SMITH	1098	24649	42.00
COM	9 13 96	JOSHUA L. SWANSON	1121	24650	87.04
COM	9 13 96	ABRAHAM T. CYR	1123	24651	336.84
COM	9 13 96	AVELYN HOOKER	1127	24652	49.88
COM	9 13 96	LILA L. STORAASLI	1128	24653	49.88
COM	9 13 96	OLAF K. STORAASLI	1129	24654	42.00

\*\*\*\*TOTALS\*\*\*\*

12407.41



CONSENT  
Meeting Date: 9/25/96  
Item: 2

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Dee Swenson

GENERAL CONTRACTORS

J.W. Hulme Co. #3398  
Fred J. Keller Asphalt Paving #3400  
Pipe Services Corp. #3402  
B & B Sheet Metal & Roofing #3401

MECHANICAL CONTRACTORS

Preferred Sheet Metal, Inc. #3399  
Quality Refrigeration, Inc. #3403

ACTION REQUESTED:

**CONSENT**  
**Date: 9/25/96**  
**Item: 3**

**ITEM:** Request for variance of three feet from the required five foot side yard setback for the construction of a utility shed at Falcon Heights United Church of Christ, 1795 Holton Street, Chapter 9-2.04 subd. 1 (c)

**SUBMITTED BY:** Warren West and Bob Olsen, church representatives

**REVIEWED BY:** Planning Commission  
Carla Asleson, Administrative Assistant/Planner

**EXPLANATION/DESCRIPTION:**

**Note:** The planning commission reviewed this item and has recommended approval of the variance

**A. REQUEST FOR VARIANCE**

Falcon Heights United Church of Christ is requesting a variance to construct a new utility shed at a side yard setback of two feet rather than the required setback of five feet. The church also proposes to replace the existing fence on the property at a two foot setback, with the new shed forming part of the fence line (no variance is needed for the fence.) The small, older shed on the site will be removed.

The shed is proposed to be 7' wide by 20' long with doors on both ends. There is five feet of area between the church and the shed to allow for the removal of large lawn mowing and snow removal equipment (see attachment 1.)

**B. BACKGROUND**

Chapter 9-2.04 subd. 1 (c) of the zoning code requires that utility sheds in residentially zoned areas be constructed at a setback of five feet from interior side and rear lot lines (on corner lots, the street side setback minimum is 20% of the lot width). If the shed is located completely in the rear 20% of the yard, a one foot side and rear yard setback is permitted. Sheds are not allowed in the front yard area.

**C. CHARACTERISTICS OF THE CHURCH PROPERTY**

This property has frontage on three streets: Holton, Garden, and Pascal. When a property is located on a corner, the zoning code stipulates that the side of the lot with the shortest frontage is the front lot line, unless there are equal lengths, in which case the front line is determined by the property owner. In this case, although the church's entrance is on Garden Avenue, its front yard is on Holton Street, which is its shortest frontage and its mailing address (see attachment 2 for a site plan of the church property.)

If Garden Avenue were the front lot line of this property, the shed would conform to the zoning code because the shed would be located completely within the rear 20% of the

yard. However, because Holton is defined as the front yard, the shed is located in the side yard area and requires a 5 foot setback without a variance.

#### **D. COMMENTS FROM NEIGHBORS**

Letters regarding the proposed deck were sent to abutting property owners regarding this request. As of this writing, no comments have been received.

Mr. West reports that he has spoken with Ms. Susan Salmon of 1790 Pascal Street, the neighbor to the south of the proposed shed. Ms. Salmon requested that the church install a motion detector light with the shed so that it will be illuminated if anyone tries to access it at night. The church has agreed to Ms. Salmon's request.

#### **E. APPLICANT'S OTHER OPTIONS FOR PLACEMENT OF THE SHED**

When considering a variance request, the city should determine if reasonable alternatives to the variance exist. In this case, the proposed location is the only reasonable location for the shed. Because of the church's design and its three-sided lot, any other location would have the shed closer to the street than the principal building, which is not aesthetically desirable.

#### **F. ANALYSIS**

The church property is unusual in that it has frontage on three streets, giving the church limited building area. The size of the proposed shed (140 square feet) is in line with other utility sheds built in residential areas, which have ranged between 80 and 224 square feet for residential sheds built in 1995 and 1996. The church's proposed shed meets all requirements of the zoning code except for the side yard setback provision.

#### **G. STAFF RECOMMENDATION**

Staff recommends approval of the requested variance due to the unique configuration of the property, the reasonable shed dimensions, and the fact that no reasonable alternative building location exists on the property. The unique configuration on the property is not due to circumstances created by the property owner, and the three foot variance is the minimum needed to alleviate this hardship. Finally, granting the variance will not alter the essential character of the neighborhood.

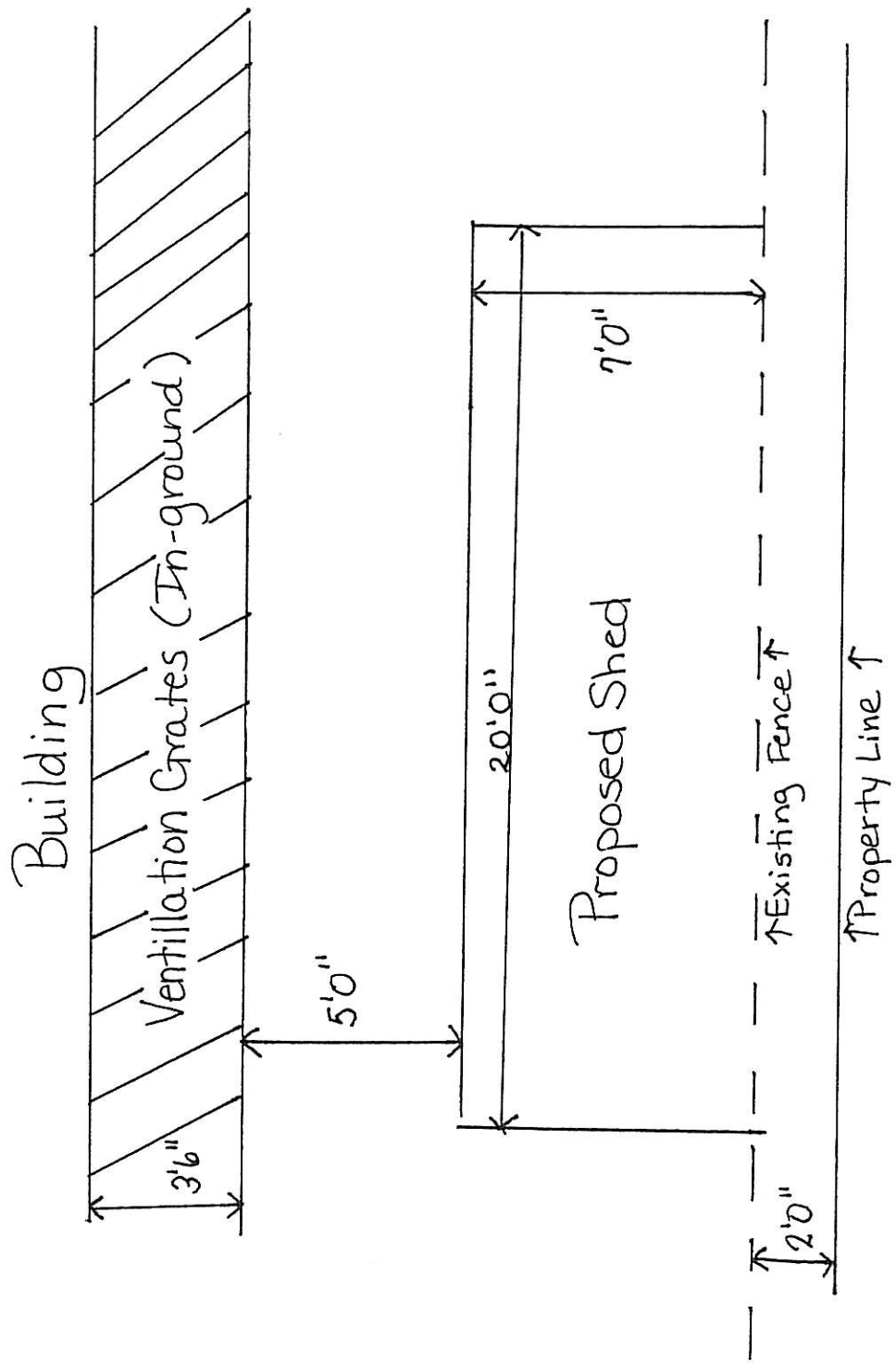
Staff also recommends that removal of the existing shed prior to construction of the new one be a condition of the variance. The church has indicated that this is their intention. The planning commission recommended approval of the variance at their September 16, 1996 meeting.

#### **H. ATTACHMENTS**

1. Site plan of shed
2. Site plan of property
3. Sketch of proposed shed design
4. Standards for granting a variance
5. Proposed resolution 96-12
6. Area map

**I. ACTION REQUESTED**

Approve the requested variance of three feet from chapter 9-2.04 subd. 1 (c) of the zoning code by adopting a resolution (attachment 5) that this property meets the standards for granting a variance (attachment 4), specifically 9-15.03 subd. 4 (c), that the amendment is necessary for the preservation and enjoyment of substantial property rights and 9-15.03 subd. 4 (g), that the property is unique and that a hardship would result if the strict letter of the chapter were carried out.



Approximate Scale:  $\frac{1}{4}'' = 1 \text{ foot.}$

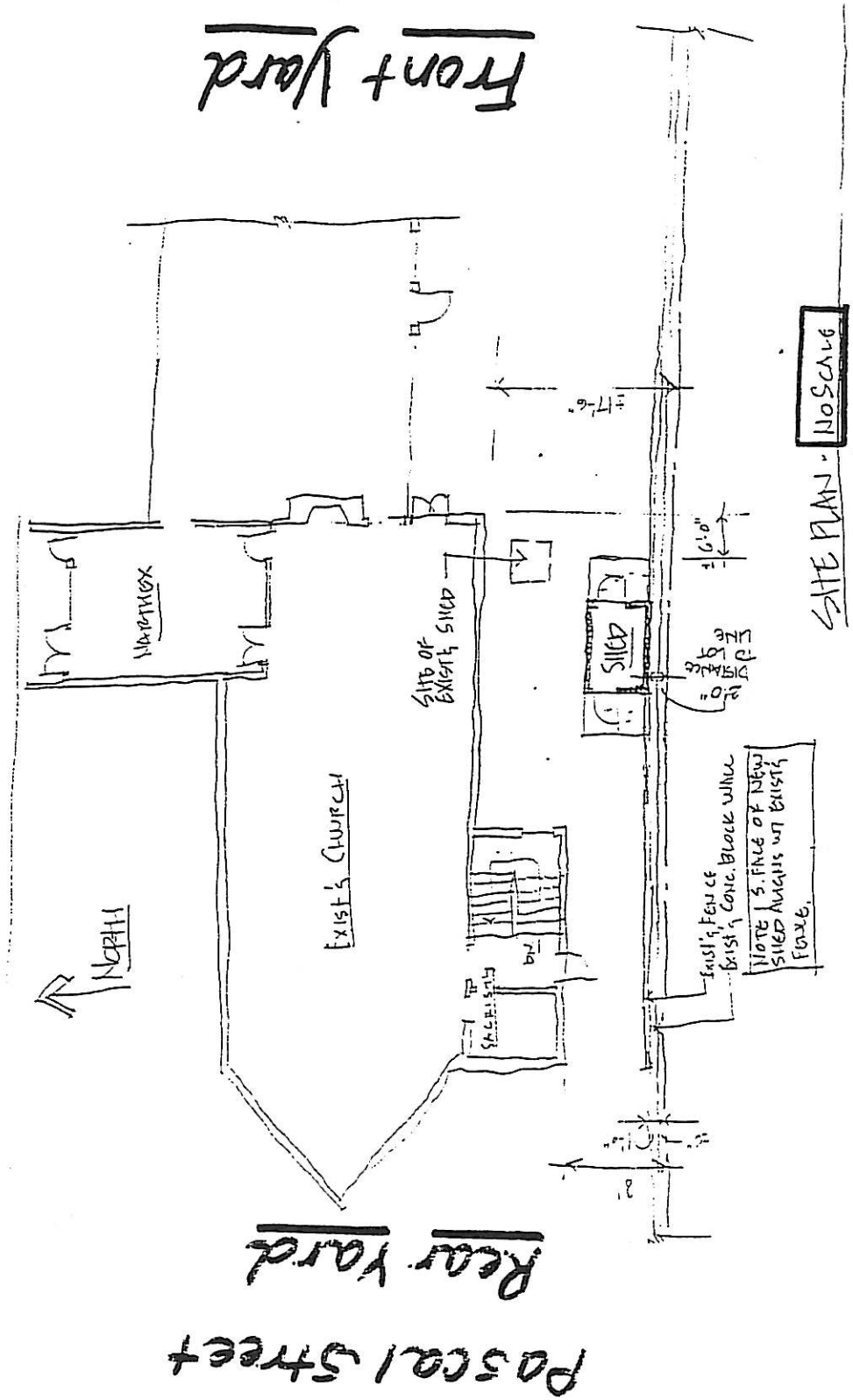
Site Plan  
1795 Holton

Garden Avenue

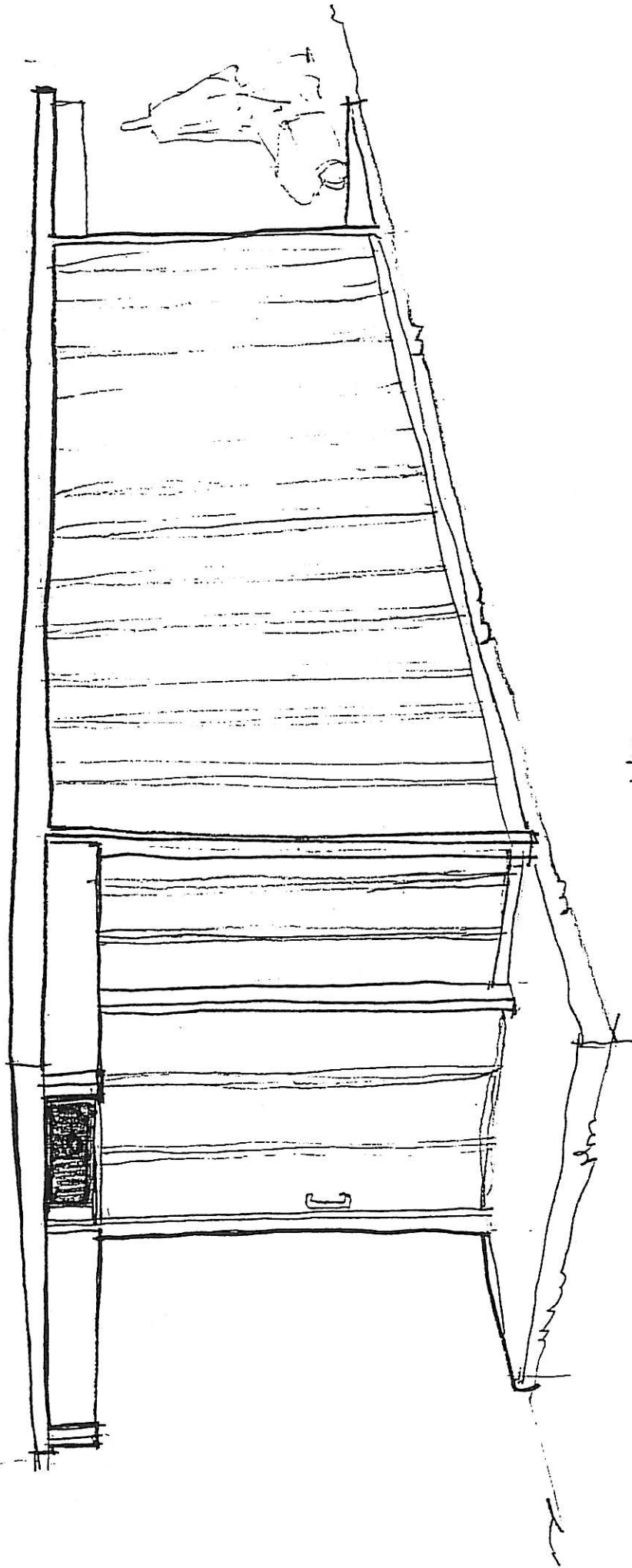
Side Yard

Holton Street

Front Yard



FR 2



VIEW, SHER  
AS SEEN FROM SOUTHWEST

FIVE  
3  
3

4.

**Subdivision 4. Standards for Granting of Variance.** No variance shall be granted unless the City Council shall make without qualification on the basis of evidence presented at the meeting the following findings:

- a. That the granting of the 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;
- c. That the granting of the 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;
- e. 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;
- 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;
- 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.



No. 96-12

Date: 9/25/96

CITY OF FALCON HEIGHTS

CITY COUNCIL RESOLUTION

---

**RESOLUTION APPROVING A VARIANCE FOR 1795 HOLTON STREET**

On September 25, 1996, the Falcon Heights city council granted the following variance request for 1795 Holton Street:

Chapter 9-2.04 subd. 1 (c) in the required side yard setback for a utility shed on an R-1 lot.

A variance of three feet to allow a utility shed to be built at an interior side setback of two feet where a minimum of five feet is required in the zoning code.

The city council approved this variance with the following condition:

That the existing utility shed on the site be removed prior to the construction of the new shed.

The city council adopted the following findings for granting the variance at 1795 Holton Street:

- a. That the granting of the 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;
- c. That the granting of the 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.

- e. That the amended 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;
- g. That a particular hardship, as distinguished from mere inconvenience to the owner, would result if the strict letter of the chapter were carried out;
- h. That the variance is not sought principally to increase financial gain of the owner of the property and that a substantial hardship to the owner would result from a denial of the variance.

Moved by: \_\_\_\_\_

Approved by: \_\_\_\_\_

Mayor

\_\_\_\_\_  
Date

GEHRZ \_\_\_\_\_ In Favor

GIBSON TALBOT

HUSTAD \_\_\_\_\_ Against

JACOBS

KUETTEL

Attested by: \_\_\_\_\_

City Clerk

\_\_\_\_\_  
Date

RUGGLES AVE.

SIMPSON

PASCAL

HOLTON

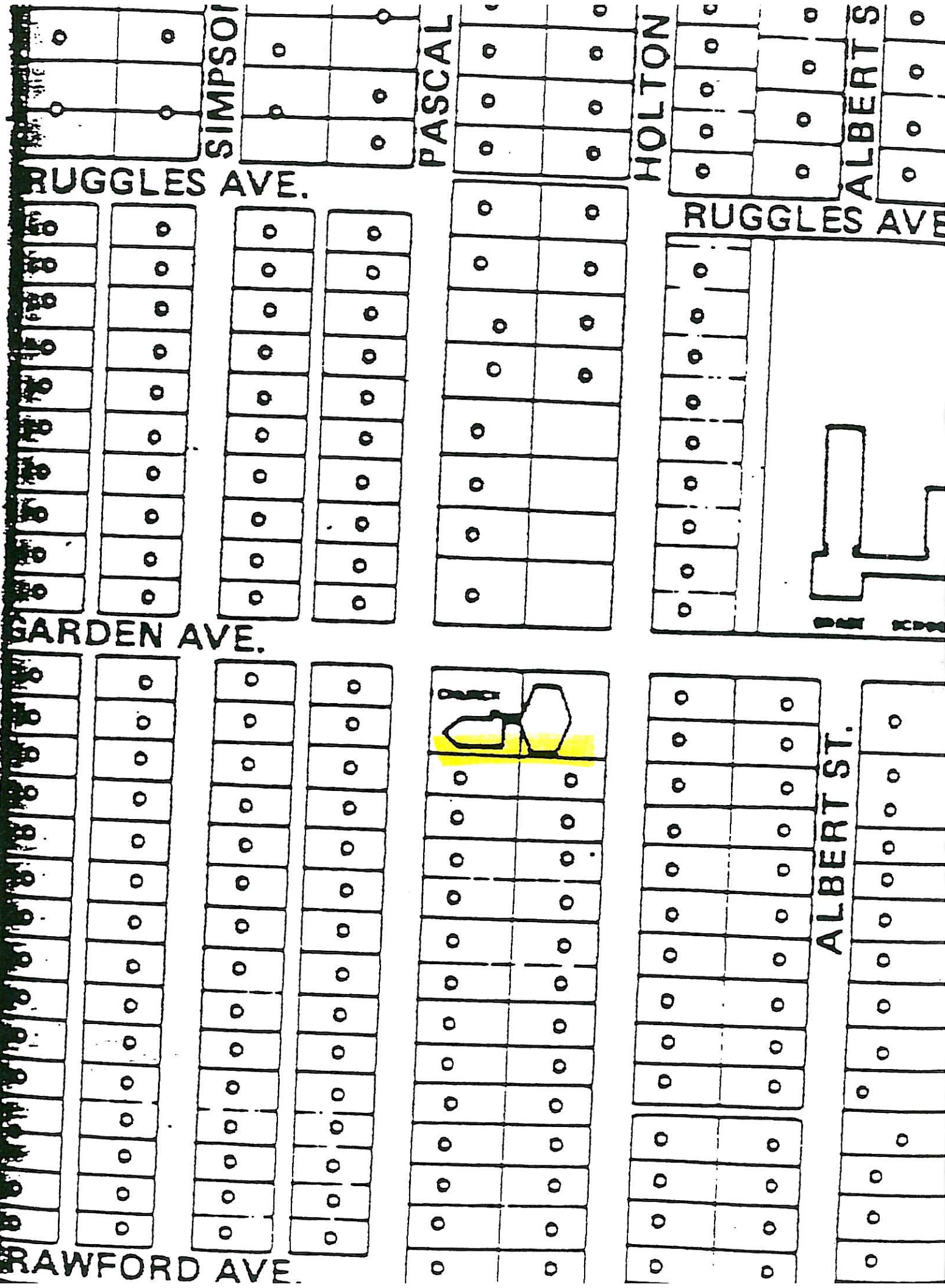
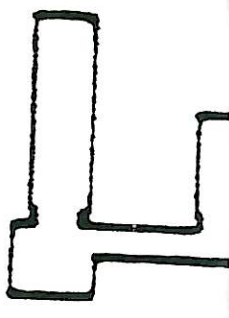
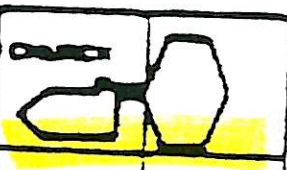
ALBERTS

RUGGLES AVE

GARDEN AVE.

RAWFORD AVE.

ALBERT ST.



ADDENDUM    ADDENDUM    ADDENDUM    ADDENDUM  
POLICY  
9/25/96  
Item: A (before 1)

ITEM:            Request to approve resolution 96 - 15 approving Ramsey County's final plans for the reconstruction of Larpenteur Avenue between Fulham Street and Cleveland Avenue in Falcon Heights

SUBMITTED BY:    Dan Soler, Ramsey County Project Engineer

REVIEWED BY:    Susan Hoyt, City Administrator  
Terry Maurer, City Engineer  
Michael Schroeder, Urban Designer/Landscape Architect

EXPLANATION/DESCRIPTION:

Over the past five years the city has been working with Ramsey County on the proposed plans for reconstructing Larpenteur Avenue. The plans for reconstructing Larpenteur between Malvern Street in Lauderdale and Cleveland Avenue in Falcon Heights are now completed. The estimated cost to the city, including the colored median treatments, is \$ 123, 100. The U of M Golf Course tunnel is not in the current plans, but is being designed at this time.

The plans have been reviewed by city staff and found to be complete with some minor modifications around pedestrian crossings and colored median treatment. The county will be adding the proposed crosswalk at Coffman Street and at the entrance to 1666.

**Meets goal # 2 ; strategies: maintaining the city's physical infrastructure and enhancing the physical land use characteristics of the city**

ATTACHMENTS:

- 1 - Letter from Terry Maurer, City Engineer
- 2 - Letter from Michael Schroeder, Urban Design/Landscape Architect
- 3 - Proposed resolution 96 - 15

ACTION REQUESTED:

- Introduction by Terry Maurer
- Questions/summary from Dan Soler
- Discuss
- Approve resolution 96 - for reconstructing Larpenteur Avenue between Cleveland Avenue and Fulham Street





1326 Energy Park Drive  
St. Paul, MN 55108  
612-644-4389  
1-800-888-2923  
Fax: 612-644-9446

September 23, 1996  
File: 330-025-70

Ms. Susan Hoyt  
City Administrator  
City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, MN 55113-5594

RE: LARPENTEUR AVENUE PLAN REVIEW

Dear Ms. Hoyt:

As you requested, I have reviewed the plans for the first phase of the Larpenteur Avenue improvement. As you are aware, these plans cover the area from Trunk Highway 280 in the City of Lauderdale to just east of Cleveland Avenue in the City of Falcon Heights. Based upon my review, I would offer the following comments:

CIVIL ENGINEERING:  
ENVIRONMENTAL  
MUNICIPAL  
PLANNING  
SOLID WASTE  
STRUCTURAL  
SURVEYING  
TRAFFIC  
TRANSPORTATION  
  
ELECTRICAL/MECHANICAL  
ENGINEERING:  
HVAC  
POWER DISTRIBUTION  
SCADA  
SYSTEM CONTROLS

1. The Signing and Striping Plan does not currently show a crosswalk either at the front of 1666 Coffman or at the intersection of Coffman Street and Larpenteur Avenue. As you are aware, the only pedestrian facilities that go west from these points are on the north side of Larpenteur Avenue. We would suggest that crosswalks and appropriate signing be placed at both of these locations.
2. These plans show realignment of the access to the U of M driving range to be located at the Coffman Street intersection.
3. The storm sewer system west of Larpenteur Avenue collects the drainage in small diameter pipes and conveys it through the University golf course. There is no longer any ponding proposed in the golf course.
4. There are three retaining walls located on the project within the City of Falcon Heights. The first is a 2-tiered wall located in front of the University Club House. The total height of this wall is approximately 6½ feet. The second wall is located directly across the street from the Club House, adjacent to the portion of the golf course south of Larpenteur Avenue. This wall is approximately 5½ feet high. This wall actually retains Larpenteur Avenue so that the slope from the back of the boulevard does not infringe on the golf course. The third wall is located on the north side of Larpenteur Avenue, immediately east of the Club House. This wall is approximately 5 feet high.

OFFICES IN:  
MINNEAPOLIS  
PRIOR LAKE  
ST. PAUL  
WASECA

Ms. Susan Hoyt  
September 23, 1996  
Page Two

5. The only piece of the City streetscape project that is included with the County's Larpenteur Avenue plan is the special median treatments and crosswalks at the intersection of Cleveland Avenue with Larpenteur Avenue and Fulham Avenue with Larpenteur Avenue.
6. It is my understanding that the estimated City cost for this project is \$123,000. This would include the construction cost of the special median treatments, 20% of the construction cost for the concrete sidewalk, 18% of the storm sewer construction cost, plus County engineering.

If you have any questions regarding these comments or other issues on the Larpenteur Avenue plans, please call.

Sincerely,

MSA, CONSULTING ENGINEERS



Terry J. Maurer, P.E.

TJM:tw  
025-2302.sep

Hoisington Koegler Group Inc.



19 September 1996

Mr. Dan Soler, P.E.  
Ramsey County Department of Public Works  
3377 North Rice Street  
Shoreview, Minnesota 55126

SEP 20 1996

RE: Larpenteur Avenue

Dear Dan,

I met with the Falcon Heights City Council last night to review colors for the special concrete sidewalk and medians on the Larpenteur Avenue project. I presented a series of options for the color, but the Council was not able to come to a firm agreement. They have requested that additional colors be presented next week.

For Falcon Heights, this is an important project, and the decisions made by the City Council will be significant to the character of the street. Even if a color is selected next week, I would like to have them review a test panel of the selected color as construction progresses to that point. They are willing to pay the extra costs of the test panel, as well as any costs that might be involved in other tests. It is important to them that they make the right choice, and this is the best way of creating a high level of comfort with their decision.

The City has also requested that I review the plans for street construction and make sure that their streetscape work is being accommodated. I have the following comments to offer:

- Sheet 11: The plans do not indicate a specific color/coating for chain link fence on the top of the precast block walls. A black color/coating would tend to blend better with the landscape and would be preferred by the City.
- Sheet 17: For the ped ramps that are a part of the special concrete sidewalk and median, we would like the color concrete bands to run through the ramp so the overall pattern of the bands remains. The sloped portions would still be exposed aggregate, but we would be exposing aggregate through the integral coloring of the concrete.
- Sheet 33: A ped ramp is shown at approximately Sta. 0+810 on the south side of the street. If the ped ramp is to be located here, then we must adjust Sheet 27A to show the special concrete crossing. If the crossing is to be located as shown on Sheet 85, then the ped ramp location should be adjusted. Please let us know how we should proceed.
- Sheet 33: Precast block wall number 1 will have to be adjusted from approximately Sta. 0+835 to 0+880 to accommodate the City's "community entry marker." I understand that this change will likely be directed in the field rather than a change made to the construction limits or temporary easement in this area. We can provide information to the County to ensure the City's sign can be accommodated.
- Sheet 35: Permanent construction is indicated to end at Sta. 1+661.2, which will not include the entire area of the special concrete sidewalk and median. If possible, there might

Dan Soler, P.E.  
19 September 1996  
Page 2

be an advantage in constructing the entire area of special concrete sidewalk and median in one construction season (as a part of this phase of work or as a part of the subsequent work).

Sheet 86: The City would like to have a delineated pedestrian crossing from 1666 Coffman to the Golf Course. This issue was raised at one of the community meetings, and I believe the indication was that the request could be accommodated.

Sheet 86: The striping shown at the Larpenteur/Cleveland intersection duplicates the crossings created by the special concrete sidewalk and median (Sheet 27A). If these crossing must be striped, then we will be deleting them from the special concrete sidewalk detail (Sheet 27A).

It is difficult to determine if the roadway has changed significantly from the last digital version that was provided to us. We are now at a point where our streetscape plans are becoming final and a current digital version of the street plans would be useful.

Thank you for the opportunity to review the work to this point. Please call me if you have any questions.

Sincerely,

Hoisington Koegler Group Inc.



Michael Schroeder

c: Susan Hoyt, City of Falcon Heights



CITY OF FALCON HEIGHTS

COUNCIL RESOLUTION

Date: 9/25/96

-----  
RESOLUTION APPROVING RAMSEY COUNTY PLANS  
FOR THE UPGRADE OF LARPEUR AVENUE

WHEREAS, Ramsey County has prepared plans for the improvement of Larpenteur Avenue from the west city limits to just east of Cleveland Avenue, and has presented such plans to the city council for approval; and

WHEREAS, there have been numerous information meetings and opportunities for public input concerning the preparation of these plans;

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

1. Such plans, a copy of which is attached hereto and made a part hereof, are hereby approved.

-----  
Moved by: \_\_\_\_\_

GEHRZ \_\_\_ In Favor  
GIBSON TALBOT  
HUSTAD \_\_\_ Against  
JACOBS  
KUETTEL

Approved by: \_\_\_\_\_

Mayor

September 25, 1996

Date

Attested by: \_\_\_\_\_

City Clerk

September 25, 1996

\_\_\_\_\_  
Date

POLICY

Date: 9/25//96

Item: 1

ITEM: Review and approval of the agreement for the reconstruction of Larpenteur Avenue from Fulham Street to Cleveland Avenue

SUBMITTED BY: Dan Soler, Ramsey County Project Engineer

REVIEWED BY: Susan Hoyt, City Administrator  
Terry Maurer, City Engineer  
Michael Schroeder, Urban Designer/Landscape Architect

EXPLANATION/DESCRIPTION:

**Approval and agreement for reconstruction of Larpenteur from Fulham Street to Cleveland Avenue.** Ramsey County has prepared the final plans for the reconstruction of Larpenteur from Malvern Street in Lauderdale to Cleveland Avenue in Falcon Heights. The county is requesting that the city approve the plans and enter into a financing agreement for the project. The project is expected to begin in 1997.

**City 's share of cost is \$123,100.36** (see attachment 1).

**Engineer and landscape architect reviewed the plans.** The city's engineer and landscape architect reviewed the final plans. The engineer is requesting that the county include crosswalks at the intersections of Coffman and Larpenteur and at the entrance to 1666 and Larpenteur.

**The U of M golf course underpass is not in these plans.** However, the U of M is designing the underpass for golf course users. (Occasional pedestrians may use the underpass, but it will not be called a pedestrian tunnel.) The plans will be included pending their completion and U of M funding of \$146,000 for the underpass.

**This is the first phase in the Larpenteur Avenue project to meet the city's goal of maintaining and promoting the city's unique neighborhoods including creating a community identity along Larpenteur Avenue.**

ATTACHMENTS:

- 1 - Estimated cost breakdown
- 2 - Proposed cooperative agreement between Falcon Heights and Ramsey County for the Larpenteur Avenue Reconstruction

ACTION REQUESTED:

- Report from Ramsey County Engineer
- Comments from Terry Maurer, City Engineer
- Motion to approve the cooperative agreement with Ramsey County.

**Estimated Funding Summary**  
**Larpenneur Avenue between Malvern Street and Cleveland Avenue**  
**S.P. 62-630-42**  
**Dated September 13, 1996**

	Construction			Preliminary Engineering (10%)			Construction Engineering (12%)			
	Federal S.P. 62-630-42	Ramsey County S.P. 62-630-42	Lauderdale	Falcon Heights	Ramsey County S.P. 62-630-42	Lauderdale	Falcon Heights	Ramsey County S.P. 62-630-42	Lauderdale	Falcon Heights
Group 1	Roadway	\$ 2,487,630.20	\$ 1,990,104.16	\$ 1,790.55	\$ 248,763.02	\$ 895.28	\$ 2,842.80	\$ 298,515.62	\$ 1,074.33	\$ 3,411.36
Group 2	Curb and Gutter	\$ 11,937.00	\$ 9,549.60	\$ 124,592.00	\$ 298.43	\$ 12,459.20	\$ 3,537.50	\$ 358.11	\$ 14,951.04	\$ 4,245.00
Group 3	Utilities	\$ 124,592.00	\$ 9,611.20	\$ 2,402.80	\$ 947.60	\$ 1,201.40	\$ 3,116.80	\$ 358.881.28	\$ 1,441.68	\$ 3,740.16
Group 4	SideWalk, EYP	\$ 12,014.00	\$ 30,323.20	\$ 5,685.60	\$ 947.60	\$ 2,842.80	\$ 3,116.80	\$ 1,137.12	\$ 3,600.82	\$ 5,401.23
Group 5	Curb and Gutter	\$ 37,904.00	\$ 24,934.40	\$ 6,233.60	\$ 947.60	\$ 3,000.69	\$ 4,501.03	\$ 21,067.87	\$ 3,600.82	\$ 5,401.23
Group 6	Special SideWalk and Median	\$ 35,375.00	\$ 35,007.99	\$ 45,010.28	\$ 17,504.00	\$ 3,000.69	\$ 4,501.03	\$ 21,067.87	\$ 3,600.82	\$ 5,401.23
Group 7	SideWalk, EYP	\$ 31,168.00	\$ 140,031.97	\$ 30,006.65	\$ 17,504.00	\$ 3,000.69	\$ 4,501.03	\$ 21,067.87	\$ 3,600.82	\$ 5,401.23
Group 8	Storm Sewer	\$ 250,057.09	\$ 140,031.97	\$ 30,006.65	\$ 17,504.00	\$ 3,000.69	\$ 4,501.03	\$ 21,067.87	\$ 3,600.82	\$ 5,401.23
	<b>Totals</b>	\$ 2,204,554.53	\$ 635,026.08	\$ 158,792.20	\$ 267,513.04	\$ 17,556.56	\$ 13,998.13	\$ 321,016.65	\$ 21,067.87	\$ 18,797.75
<b>Federal</b>										
Construction										
Preliminary Engineering										
Construction Engineering										
<b>Total</b>										
<b>2,204,554.53</b>										
<b>Ramsey County</b>										
Construction										
Preliminary Engineering										
Construction Engineering										
<b>Total</b>										
<b>1,123,554.77</b>										
<b>Lauderdale</b>										
Construction										
Preliminary Engineering										
Construction Engineering										
<b>Total</b>										
<b>197,416.63</b>										
<b>Falcon Heights</b>										
Construction										
Preliminary Engineering										
Construction Engineering										
<b>Total</b>										
<b>92,304.48</b>										
<b>Project Totals</b>										
Construction										
Preliminary Engineering										
Construction Engineering										
<b>Total</b>										
<b>3,648,826.30</b>										

RAMSEY COUNTY PUBLIC WORKS COST PARTICIPATION GUIDELINES FOR IMPLEMENTATION OF COUNTY POLICY AS OUTLINED IN RESOLUTION 9-1272 FOR THE CONSTRUCTION, RECONSTRUCTION AND MAJOR MAINTENANCE OF ROAD IMPROVEMENTS.

CURRENT STANDARDS FOR THE DESIGN AND CONSTRUCTION OF COUNTY STATE AID HIGHWAYS SHALL APPLY FOR THE INTERPRETATION OF THESE POLICIES.

(PERCENT)

CATEGORY	CSAH >5000 POPULATION	COUNTY ROAD	CSAH <5000 POPULATION & WHITE BEAR TOWNSHIP	COUNTY SHARE OF FEDERAL PROJECT *	TRUNK HIGHWAY TURNBACK
Right of Way	0	0	0	100	100
Removals	100	100	100	100 of nonfederal share eligible for State Aid	100
Travel Lanes	100	100	100	100 of nonfederal share	100
Parking Lanes	25	0	100	25 of nonfederal share	100
Shoulders	25	0	100	25 of nonfederal share	100
Concrete Curb & gutter (new)	25	0	25	25 of nonfederal share	100
Concrete Curb & gutter (replacement)	100 if in serviceable condition	0	100 if in serviceable condition	100 of nonfederal share	100
Storm Sewer	% eligible for State Aid	Assessment Policy	% eligible for State Aid	100 of nonfederal share eligible for State Aid	% eligible for State Aid
Culverts	100 State Aid	100	100 State Aid	100 of nonfederal share	100
Watermain Modification	100 if required for travel lane construction	100 if required for travel lane construction	100 if required for travel lane construction	100 of nonfederal share eligible for State Aid if required for travel lane construction	100% if moved for project
Sanitary Sewer Modification	100 if required for travel lane construction	100 if required for travel lane construction	100 if required for travel lane construction	100 of nonfederal share eligible for State Aid if required for travel lane construction	100 if moved for project (if required by construction)

\* Federal participation is estimated to be 50 to 77% of eligible items.

RAMSEY COUNTY PUBLIC WORKS COST PARTICIPATION GUIDELINES FOR IMPLEMENTATION OF COUNTY POLICY AS OUTLINED IN RESOLUTION 9-1272 FOR THE CONSTRUCTION, RECONSTRUCTION AND MAJOR MAINTENANCE OF ROAD IMPROVEMENTS.

CURRENT STANDARDS FOR THE DESIGN AND CONSTRUCTION OF COUNTY STATE AID HIGHWAYS SHALL APPLY FOR THE INTERPRETATION OF THESE POLICIES.

(PERCENT)

CATEGORY	CSAH >5000 POPULATION	COUNTY ROAD	CSAH <5000 POPULATION & WHITE BEAR TOWNSHIP	COUNTY SHARE OF FEDERAL PROJECT *	TRUNK HIGHWAY TURNBACK
Other Utilities (telephone, gas, cable tv, electric, pipelines, etc.)	0 inside existing R/W 100 outside R/W	0	0	0 inside existing R/W; nonfed. share outside R/W	0 if in Co. Rd. R/W, 100 if in private utility easement
Traffic Signals **	100 of County legs	100 of county legs	100 of county legs	100 of nonfed. share of County legs	100 if allowable State Aid
Intersecting streets	ratio of surface partic. items	ratio of surface partic. items	ratio of surface partic. items	ratio of surface partic. items of nonfed. share	ratio of surface partic. items
retaining walls	25 ***	0	25 ***	100 of nonfederal share	100
grading behind curb	100	0	100	100 of nonfederal share	100
sidewalks (new)	0	0	0	0 of nonfederal share	100 subject to state aid partici
sidewalks (replacement)	100 if in serviceable condition & required for travel lane construction	0	100 if in serviceable condition & required for travel lane construction	100 of nonfed. share if in serviceable condition & required for travel lane construction	100
bituminous bikepath (new)	25 if on approved system & funds are available	25 if on approved system & funds are available	25 if on approved systems & funds are available	0	100 subject to state aid participation

\* federal participation is estimated to be 50 to 77% of eligible items.

\*\* traffic signal construction is addressed in a separate policy (County Board Resolution 81-1001).

\*\*\* retaining walls constructed in lieu of right of way acquisition.

RAMSEY COUNTY PUBLIC WORKS, COST PARTICIPATION GUIDELINES FOR IMPLEMENTATION OF COUNTY POLICY AS OUTLINED IN RESOLUTION 9-1272 FOR THE CONSTRUCTION, RECONSTRUCTION AND MAJOR MAINTENANCE OF ROAD IMPROVEMENTS.

CURRENT STANDARDS FOR THE DESIGN AND CONSTRUCTION OF COUNTY STATE AID HIGHWAYS SHALL APPLY FOR THE INTERPRETATION OF THESE POLICIES.

(PERCENT)

CATEGORY	CSAH >5000 POPULATION	COUNTY ROAD	CSAH <5000 POPULATION & WHITE BEAR TOWNSHIP	COUNTY SHARE OF FEDERAL PROJECT *	TRUNK HIGHWAY TURNBACK
Bituminous Bikepath (replacement)	100 if in serviceable condition & required for travel lane construction	100 if in serviceable condition & required for travel lane construction	100 if in serviceable condition & required for travel lane construction	100 of nonfed. share if in serviceable condition	100
Bituminous Overlay	100	100	100	N/A	100
Replacement or transplanting trees	25	0	100	25 of nonfederal share	100 partic. on 2 to 1 replace- ment ratio
Landscaping	0	0	0	0	5% of CSAH project portion
Lighting ****					
Fencing Replacement	100 if in serviceable condition; 0 if on County R/W or in poor condition	0	100 if in serviceable condition; 0 if on County R/W or in poor condition	100 of nonfederal share if in serviceable condition; 0 if on County R/W or if in poor condition	100
Seeding, sodding, fertilizer	100	0	100	100 of nonfederal share eligible for State Aid	100
Driveway Replacement	100	0	100	100 of nonfederal share eligible for State Aid	100
Preliminary Engineering	% of participation	% of participation	% of participation	% of partic. prior to application of fed. funds	% of partic.
Construction Engineering	% of participation	% of participation	% of participation	% of partic. prior to application of fed. funds	% of partic.

\* Federal participation is estimated to be 50 to 77% of eligible items.

\*\*\*\* Policy for lighting County Roadways 78-1394

RAMSEY COUNTY  
COOPERATIVE AGREEMENT  
WITH CITY OF FALCON HEIGHTS

Larpenteur Avenue Reconstruction  
from Malvern Avenue to  
Cleveland Avenue  
S.P. 62-630-42  
Minn. Proj. STP 6297 (082)

Estimated Amount Receivable  
from Falcon Heights

Attachments:

Engineers Estimate  
dated 9/13/96  
Ramsey County Cost  
Participation Policy

Local Funds:

Storm Sewer	\$45,010.28
Other	<u>\$47,294.20</u>
Subtotal	\$92,304.48
Preliminary Eng.	\$13,998.13
Construction Eng.	<u>\$16,797.75</u>
Total	\$123,100.36

THIS AGREEMENT, by and between the City of Falcon Heights, a municipal corporation, hereinafter referred to as the "City," and Ramsey County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County";

WITNESSETH:

WHEREAS, the City and the County desire to reconstruct and rebuild Larpenteur Avenue from Malvern Street to Cleveland Avenue; and

WHEREAS, Larpenteur Avenue from Malvern Street to Cleveland Avenue is designated County State Aid Highway 30; and

WHEREAS, Larpenteur Avenue from Fulham Street to Cleveland Avenue is in the City; and

WHEREAS, preliminary studies and reports conducted by the City and County indicate that it is feasible, practical, and technically proper to provide for the Larpenteur Avenue reconstruction; and

WHEREAS, the County has prepared or will prepare the necessary designs, plans, specifications, estimates, proposals and approvals in accordance with funding requirements for the Minnesota Department of Transportation to take bids for this project; and

WHEREAS, the reconstruction of Larpenteur Avenue from Malvern Street to Cleveland Avenue has been designated as eligible for a grant of Federal Funds as Minn. Proj. STP 6297 (082); and

WHEREAS, this project has been designated as eligible for CSAH funds, reimbursement as S.P. 62-630-42; and



WHEREAS, plans for this project provide for the reconstruction of Larpenteur Avenue from Malvern Street to Cleveland Avenue in the Cities of Lauderdale and Falcon Heights; and

WHEREAS, the County will have separate agreements with the City of Lauderdale as required for the project; and

WHEREAS, plans for this project reconstruct traffic signals at the intersections of Larpenteur Avenue at Eustis Street and at Cleveland Avenue; and

WHEREAS, the City and County construction cost participation in the signals is included in this Agreement and the ownership, maintenance and operation of the signals is covered in separate agreements between the City and County; and

WHEREAS, plans for this project S.P. 62-630-42 and Minn. Proj. STP 6297 (082) showing proposed alignment, profiles, grades, and cross-sections for the improvement of County State Aid Highway 30 within the limits of the City as a Federally Assisted County State Aid Highway project have been presented to the City; and

WHEREAS, the grading provisions require acquisition of certain right of way and temporary construction and slope easements prior to construction; and

WHEREAS, the County is acquiring necessary rights of way as determined by the project grading limits under a separate project, S.A.P. 62-630-43, utilizing its State Aid funds for all reimbursable costs; and

WHEREAS, the project includes, in addition to other things, right of way acquisition, grading, paving, walks, walls, utility adjustments, concrete curb and gutter, storm sewers, dredging of existing ponds, signals, cross-walk protection; and

WHEREAS, MN/DOT will take bids for the project, prepare an abstract of bids and cost participation summary, request the County's concurrence to award a contract, award a contract and pay the contractor from Federal, State Aid, and local funds identified for the project.

NOW. THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Prior to County concurrence to MN/DOT to award a contract, the County shall first receive concurrence from the City for award of the contract to the lowest responsible bidder.

2. Upon award of a construction contract by MN/DOT the County shall perform the construction inspection.

3. The County shall acquire and pay for all rights of way and easements required for the construction of the road project within the grading limits of the plan. Any rights of way which cannot be negotiated will be acquired through eminent domain proceedings.



4. All City owned rights of way and easements within the limits of the project for roads, utilities and stormwater are hereby granted to the County for project use during construction.

5. All Larpenteur Avenue rights of way and temporary easements will be in the name of the County, and parking and other regulations will be controlled by the County.

6. The County and City shall participate in the costs of construction in accordance with the attached Ramsey County Public Works cost participation policy.

7. The estimated construction cost of items eligible for federal participation is \$2,828,335.29. Federal Funds granted to this project shall be applied to all eligible items at a rate not to exceed 80% of their construction cost.

8. Storm sewer construction costs attributable to the road right of way and facilities needed for the road drainage are estimated to be eligible for reimbursement from Federal and County State Aid funds. Each agency shall pay for the storm sewer costs as determined by the MN/DOT hydraulics memorandum.

9. Upon completion of the project, the County shall own and maintain the storm sewer catch basins and leads on its County roads and the City shall own and maintain the storm sewer trunk lines within the City. Laterals and drains servicing property within the City outside the road right of way shall also be owned and maintained by the City.

10. The City shall pay to the County 75% of the cost of concrete curb and gutter constructed within the City, except for replacement of existing curb and gutter removed, after application of Federal Funds.

11. The City shall pay to the County 100% of the cost of concrete sidewalk in the City in excess of existing walk removed after application of Federal Funds. Upon completion of the project, the City shall own and maintain the concrete sidewalk.

12. The City shall pay to the County 100% of the cost of special sidewalk, median and crosswalk treatments.

13. All City utilities or facilities modified or added to those provisions presently made in the plans and specifications may be incorporated in the construction contract by supplemental agreement and shall be paid for as specified in the supplemental agreement. Design and construction engineering fees shall be negotiated.

14. Signal cost participation is based upon all the signal systems being warranted by MN/DOT for utilization of Federal and State Aid funds. Cost distribution of each individual signal system is defined by the ownership of the roadways (entering legs) comprising the intersection. Based on all the signal systems being warranted the construction cost share to be paid by the City or the County, after application of Federal Funds is as follows:

- A. Eustis Street - Signal System A  
100% County

B. Cleveland Avenue - Signal System B  
100% County

15. The City shall pay to the County 100% of the cost of the installation of Emergency Vehicle Pre-emption (EVP) systems after the application of Federal Funds for signal system B.

16. Traffic signal maintenance responsibilities are covered under separate agreements between the City and the County.

17. The City shall reimburse the County ten percent (10%) of its share of the construction cost, as determined by the construction cost at the time of contract award prior to reduction for Federal Funds, as a preliminary engineering fee.

18. The City shall reimburse the County twelve percent (12%) of its share of the construction cost, as determined by the final amount due the contractor prior to reduction for Federal Funds, as a construction engineering fee.

19. Quantity distributions identified above are shown in the Statement of Estimated Quantities in the plans. Estimated costs are identified in the Engineers Estimate. Actual costs shall be based on the contractor's unit prices and the quantities constructed.

20. All liquidated damages assessed the contractor in connection with the work performed on the project shall result in a credit shared by the City and the County in the same proportion as their respective total share of construction costs to the total construction cost without deduction for Federal Funds and liquidated damages.

21. The City shall not assess or otherwise recover any portion of its cost for this project through levy on County-owned property.

22. The County shall, when a construction contract is proposed to be awarded, prepare a revised estimate and cost participation breakdown based on construction contract unit prices and submit a copy to the City. Upon concurrence to award a construction contract, the City agrees to advance to the Treasurer of Ramsey County an amount equal to the City total construction cost share. MN/DOT shall then be paid by the County.

23. Upon substantial completion of the work, the County shall prepare a revised estimate of cost participation breakdown based upon the contract unit prices and the actual units of work estimated to have been performed and submit a copy to the City. The construction engineering costs to be paid the County by the City shall be based on this estimated final construction cost. The County shall add to the City's estimated final construction costs the construction engineering costs, make necessary adjustments for liquidated damages, if any, and deduct City funds previously advanced for the project by the City. The City agrees to pay to the County any amounts due. In the event the calculations show that the City has advanced funds in greater amount than is due the County, the County shall refund the amount to the City without interest.

24. The City and County agree to indemnify each other and hold each other harmless from any and all claims, causes of action, lawsuits, judgments, charges, demands, costs, and expenses, including, but not limited to, interest involved therein and attorneys' fees and costs and expenses connected therewith, arising out of or resulting from the failure of either party to satisfy the provisions of this Agreement or for damages caused to fourth parties as a result of the manner in which the City or the County perform or fail to perform duties imposed on each party by the terms of this Agreement. Nothing herein shall constitute a waiver by either party of the limits or liability provided by Minnesota Statutes, Chapter 466 or other applicable law.

25. This Agreement shall remain in full force and effect until terminated by mutual agreement of the City and the County.

26. Preliminary plans reviewed at the City public hearing and final plans and specifications are hereby in all things approved.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

CITY OF FALCON HEIGHTS

THE COUNTY OF RAMSEY

By \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

Chairperson  
Board of County Commissioners

By \_\_\_\_\_

Attest: \_\_\_\_\_

Its \_\_\_\_\_

Chief Clerk-County Board

Date \_\_\_\_\_

Date \_\_\_\_\_

Approved as to Form:

Approved as to Form:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Assistant County Attorney

\_\_\_\_\_  
Risk Management

Recommended for Approval:

\_\_\_\_\_  
Paul L. Kirkwold, P.E.  
Director and County Engineer

POLICY  
9/25/96  
Item: 2

ITEM: Proposed agreement for maintenance of traffic control signals at  
Cleveland and Larpenteur

SUBMITTED BY: Dan Soler, Ramsey County Project Engineer

REVIEWED BY: Susan Hoyt, City Administrator  
Terry Maurer, City Engineer

EXPLANATION/DESCRIPTION:

**Agreement states that the county will maintain the traffic signal at its expense with the exception of the Emergency Vehicle Preemption System (EVPS) being requested by the city for its emergency services. The city must pay for the EVPS system and cover the costs of maintaining it.**

**Promotes the goal of protecting the public health and safety by controlling traffic better during emergency calls.**

ATTACHMENT:

- 1 - Proposed agreement for maintenance of traffic control signals and EVP system with Ramsey County

ACTION REQUESTED:

Discuss and approve the proposed agreement for maintaining the traffic control signal and EVP at the intersection of Cleveland and Larpenteur.

AGREEMENT FOR MAINTENANCE  
OF TRAFFIC CONTROL SIGNALS AND EVP SYSTEM  
AGREEMENT NO. 96021

THIS AGREEMENT, made and entered into by and between the County of Ramsey, Department of Public Works, hereinafter referred to as the "County," and the City of Falcon Heights hereinafter referred to as the "City" for the maintenance of a traffic control signal system with street lights, signs and emergency vehicle pre-emption at the intersection of Larparenteur Avenue and Cleveland Avenue;

WITNESSETH:

WHEREAS, the County has determined that there is justification and it is in the public's best interest to install traffic control signals with street lights and signs at Larparenteur Avenue (County State Aid Highway No. 30) and Cleveland Avenue (County State Aid Highway No. 46); and

WHEREAS, the City requested and the County agrees to provide an Emergency Vehicle Pre-emption System, hereinafter referred to as the "EVP System" as a part of said traffic control signals with street lights in accordance with the terms and conditions hereinafter set forth; and

WHEREAS, construction costs of the traffic control signals with street lights, signs and emergency vehicle pre-emption will be shared between the County and City in accordance with a separate Ramsey County Agreement for the construction of Larparenteur Avenue, State Project No. 62-630-42; and

WHEREAS, the County and City will participate in the maintenance and operation of said traffic control signals with street lights, signs and EVP system as hereinafter set forth.

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. The County shall install or cause the installation of said traffic control signals with street lights, signs and EVP system in accordance with the plans and specification for State Project No. 62-630-42 at Larparenteur Avenue and Cleveland Avenue.
2. The County shall install or cause the installation of an adequate electric power supply to the service pad including any necessary extensions of power lines. Upon completion of the traffic control signals with street lights and EVP system installation, necessary electrical power for their operation shall be at the cost and expense of the County. In accordance with the Policy for lighting County Roadways, County Board Resolution 78-1394, the County shall maintain and pay energy costs of the integral street light in the northwest and southeast corner.

3. Upon completion of the project, the County shall maintain and keep in repair all signs at its cost and expense.

4. Upon completion of the project, the County shall maintain and keep in repair the traffic control signal including relamping, cleaning and painting at its expense.

5. The EVP system provided for in paragraph 1 hereof shall be operated, maintained, revised or removed in accordance with the following conditions and requirements:

- a) All modifications, revisions and maintenance of the EVP System considered necessary or desirable for any reason, shall be done by County forces, or, upon concurrence in writing by the County's Traffic Engineer, may be done by others all at the cost and expense of the City.
- b) Emitter units may be installed and used only on vehicles responding to an emergency as defined in Minnesota Statutes Chapter 169.01, Subdivision 5 with 169.03.
- c) Each respective party shall maintain and require others using the EVP System to maintain a log showing the date, time and type of emergency for each time the traffic signal covered hereby is actuated and controlled by the EVP System. Malfunction of the EVP System shall be reported to the County immediately.
- d) All maintenance of the EVP System shall be performed by the County, and the City shall be responsible for actual cost thereof. The County shall submit an invoice to City annually, listing all labor, equipment, materials and overhead used to maintain the EVP System. Labor cost and overhead and equipment costs will be at the established rates paid by the County at the time the work is performed, and material costs will be invoiced at the actual cost thereof to the County. Twenty-five percent (25%) of these costs will be added to the invoice, to cover the County's cost for supervision and administration, in accordance with the policy for Traffic Control Signal Systems, County Board Resolution 81-1001. The City shall promptly pay the County the full amount due.
- e) In the event said EVP System or components are, in the opinion of the County, being misused or the conditions set forth in Paragraph b above are violated, and such misuse or violation continues after receipt by said party of written notice thereof from the County, the EVP System pursuant to this paragraph, the field wiring, cabinet wiring and other components shall become the property of the County. All infrared detector heads and indicator lamps mounted external to the traffic signal cabinet will be returned to the City. The detector receiver and any other assembly located in the control signal cabinet, which if removed will not affect the traffic control signal operation, will be returned to the City.
- f) All timing of said EVP System shall be determined by the County, through its Traffic Engineer.



g) Except for the negligent acts of the County, its agents and employees engaged in the maintenance work, the City shall assume all liability for, and save the County, its agents and employees, harmless from any and all claims for damages, actions or causes of action arising out of the continuing uses by City, and including but not limited to the operations, use and existence of the equipment for the EVP System. Nothing herein shall constitute a waiver by any party of any limitations of liability provided by Minnesota Statutes Chapter 466 or other applicable law

6. All timing and related adjustments of the traffic control signals shall be determined by the County through its Traffic Engineer, and no changes shall be made to these adjustments without the approval of the County.

7. Any and all persons engaged in the maintenance work to performed by the County shall not be considered employees of the City, and any and all claims that may arise under the Worker's Compensation Act of this State on behalf of those employees so engaged, and any and all claims made by any third party as a consequence of any negligent act or omission on the part of those employees so engaged on any of the work contemplated herein shall not be the obligation and responsibility of the City.

8. The City and the County agree to defend, indemnify and hold each other harmless from any and all claims, causes of action, lawsuits, judgments, charges, demands, costs and expenses including, but not limited to, interest involved therein and attorneys' fees and costs and expenses connected therewith, arising out of or resulting from the failure of the City or County to satisfy the provisions of this agreement or for damages caused to third parties as a result of the manner in which the City or the County perform or fail to perform duties imposed on the City or the County by the terms of this agreement. Nothing herein shall constitute a waiver by any party of any limitations of liability provided by Minnesota Statutes Chapter 466 or other applicable law.



IN WITNESS WHEREOF, the parties have hereunto affixed their signatures.

**CITY OF FALCON HEIGHTS, MINNESOTA**

In presence of

\_\_\_\_\_  
\_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

**COUNTY OF RAMSEY**

Recommended for approval:

\_\_\_\_\_  
Paul L. Kirkwold, P.E.  
Director, Ramsey County  
Public Works Department

By: \_\_\_\_\_

Chairperson  
Board of County Commissioners

Approved as to Form:

\_\_\_\_\_  
Assistant County Attorney

Attest:

By: \_\_\_\_\_

Chief Clerk-County Board

Date: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_  
Ramsey County Risk Management

\_\_\_\_\_  
Ramsey County Budgeting and Accounting

Date: \_\_\_\_\_

Date: \_\_\_\_\_

POLICY  
Meeting Date: 9/25/96  
Item: 3

ITEM DESCRIPTION: Update from Northwest Youth and Family Services

SUBMITTED BY: Paul Ciernia, past president and Falcon Heights  
representative  
Kay Andrews, Executive Director

EXPLANATION/SUMMARY:

Paul Ciernia and Kay Andrews will give an update on the Northwest Youth and Family Services.

ACTION REQUESTED: Presentation/Discussion

Falcon Heights Solid Waste Commission  
Minutes  
August 8, 1996

**Call to Order:** Marty McCleery called the meeting to order at 7:10 P.M.

**Attendance:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> P Jeff Alexander       | <input type="checkbox"/> P Marty McCleery    | <input type="checkbox"/> A Susan Smith   |
| <input type="checkbox"/> A John Brynildson      | <input type="checkbox"/> P Mary Pat McGinnis | <input type="checkbox"/> A Sam Jacobs    |
| <input type="checkbox"/> P Barbara Leary        | <input type="checkbox"/> P Frank Meah        | <input type="checkbox"/> P Carla Asleson |
| <input type="checkbox"/> P Catherine Mackiewicz | <input type="checkbox"/> P Barbara O'Leary   |  |

**Approval of Minutes:** Mary Pat McGinnis moved and Barbara O'Leary seconded the minutes for the meeting of May 9, 1996.

**Reports, Requests, Recommendations, Activities:**

1. Carla Asleson discussed the **assorted recycling articles** she had photo-copied for the Commissioners. One included an article (*St. Anthony Park Bugle*) on Falcon Heights Principal, Ellen Blank, in which a reference to the 6th Grade student video on recycling was made.

Several articles criticizing recycling efforts and several rebuttals were also presented.

**2. May Garage Sale Report**

Date	Number	Method of Count
May, 1994	145	Sign-up at City Hall
May, 1995	76	Sign-up at City Hall
May, 1996	58	Counted by Commissioners

Commissioners discussed the dropping numbers of participants. Is there something we can do to increase numbers? Comments: the quality of the sales was not as good this year; few and a distance to go between sales. Consensus is to keep having the sale as a yearly event. A total of \$70 was spent on advertising. Carla will look at the results of the phone survey that Commissioners did in 1994 for additional information.

**3. Recycling Educational Information:** Letter from a resident said that she was glad that cereal boxes were being recycled but wondered why pop cartons could not be recycled. Also, a problem at Larpenteur Manor--

residents are not separating their recycling. Chris (EZ) called Carla and suggested that some education needed to take place there.

It was suggested that the Commissioners put fliers or door hangers on Larpenteur Manor residents door handles to help with recycling separation problems. It was also suggested that a letter be sent to the owner of the building to make her/him aware of the problem.

Carla said that apartment residents have their recycling picked up on a weekly basis and that the usual flier does not reach them. Commissioners seemed willing to deliver fliers or a door hanger. Carla will call the apartment manager and ask if this would be possible. She will also design something and bring it to the next meeting.

4. There will be three **newsletters** this coming year. They will be done by bulk mailing rather than hand delivered. New schedule:

<b>Arrive in residents' homes</b>	<b>Articles Due</b>
November 25, 1996	November 6, 1996
March 24, 1997	March 5, 1997
July 21, 1997	July 1, 1997
November 24, 1997	November 5, 1997

Carla suggested that the November fliers contain the recycling calendars and information. She asked us to think about what we would like to see in the other fliers.

**5. ECO Teams.** John Hustad recommended that the Commissioners consider developing ECO Teams in Falcon Heights. While members feel that the team approach is well thought out, they felt that the cost in time and materials were too much to ask of city residents. Catherine Mackiewicz will discuss the students' guide with teachers in her school this fall and report back to the Commissioners. Commissioners are also interested in doing some education with the materials within their group on a limited basis.

6. Last year, Commissioners expressed interest in a **speaker**. Carla opened the topic for discussion. Jeff Alexander suggested that he contact Mary Ayde (owns a garbage hauling business) to share her perceptions with us. He will contact Mary and report back to us. Jeff continues to attend the Ramsey County Solid Waste meetings. He said that there is a

glut of paper on the recycling market that is causing problems for recyclers.

7. Barbara O'Leary and Barbara Leary brought an article entitled, "Recycling may be the worst choice for planet earth," by Katherine Kersten (Chair of the American Experience in Minneapolis). Commissioners discussed the **need to be educated to make good decisions**. This will be an ongoing discussion about how to achieve this goal.

8. The **Recycling Contract** with EZ is up February 28, 1997. Carla discussed the options that Commissioners will have to decide. We do not have to formally go through a Request for Proposal (RFP) process if we are happy with our present hauler. Our costs are less because we negotiated a three year contract with EZ. The present cost to residents is \$1.43 per household per month. However, with the present recycling "glut" problems, that will certainly go up.

Carla will do a phone survey of surrounding cities who have recently contracted for recycling and report back to the group. She will also check out the legal ramifications of how we should go about negotiating the new contract. She asked us to think about the contract: What we would like to continue; What is our wish list for additional items.

9. Jeff Alexander shared his knowledge of the **All Star Disposal Company** which separates and distributes construction waste. The company sorts through construction waste and resells materials to builders including Habitat for Humanity. Jeff also made us aware of the Garbage Truck Rodeo that is associated with a Solid Waste meeting this month: August 24, 1996 at the MET Center Parking lot.

10. **Next Month's Agenda Items:** September 12, 1996

- Apartment Door Hangers
- Recycling Contract Information

Adjournment: Jeff Alexander moved and Catherine Mackiewicz seconded the meeting to adjourn at 9:05 PM.

Respectfully Submitted,

Barbara B. Leary