

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

**December 17, 1997**

**A G E N D A**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ \_\_\_ GIBSON TALBOT \_\_\_ HUSTAD \_\_\_  
JACOBS \_\_\_ KUETTEL \_\_\_ HOYT \_\_\_ ASLESON \_\_\_  
ATTORNEY \_\_\_ ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: December 3, 1997 **(Tab #1)**
- E. CONSENT AGENDA:
  - 1. Disbursements **(Tab #2)**
    - a. General disbursements through 12/10/97, \$103,986.68
    - b. Payroll, 12/01/97 to 12/15/97, \$9990.74
  - 2. Licenses **(Tab #3)**
  - 3. Approve change order #2 with North Metro Landscaping **(Tab #4)**
  - 4. Approval of payment to Ramsey County for Gottfried Pit stormsewer maintenance improvements **(Tab #5)**
  - 5. Request to extend the timeline for completion of a garage with a front yard setback variance at 1596 Northrop Street through 1999 **(Tab #6)**
  - 6. Authorization to proceed with the purchase of a replacement snow blower for the John Deere 955 tractor **(Tab #7)**
  - 7. Approval of the budgeted 1998 standard compensation and step increases for regular employees **(Tab #8)**
- F. PUBLIC HEARING
  - 1. Public hearing to assess tree removal charges **(Tab #9)**
- G. POLICY AGENDA:
  - 1. Approve Resolution 97-49 approving the 1998 tax levy  
Approve Resolution 97-50 approving the 1998 city budget

Approve Resolution 97-51 eliminating g.o. bonds from the tax levy **(Tab #10)**

2. Consideration of the proposal for the State Fair sign as part of the Larpenteur Avenue Streetscape project **(Tab #11)**
3. Update on the delivery of emergency medical service and a request to approve the purchase of an automatic defibrillator for the police squad serving Falcon Heights **(Tab #12)**

H. INFORMATION AND ANNOUNCEMENTS:

I. ADJOURN

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POLICY  
Date: 12/17/97  
Item: 3

ITEM: Update on the delivery of emergency medical service and a request to approve the purchase of an automatic defibrillator for the police squad serving Falcon Heights

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Dave Huisenga, EMS Chief, St. Paul  
Dick Engstrom, Police Chief

EXPLANATION/DESCRIPTION:

Summary and action requested. The council will be updated on the implementation of the final phase of the city's emergency medical service (EMS) delivery model now that the State Emergency Medical Services Boards (EMS Board) approved the extension of the St. Paul's primary service area to cover Falcon Heights. The council will be asked to approve the purchase of an automatic defibrillator for around \$3,000 for use by the city's first responders, the St. Anthony Police.

Meets Goal #1. To promote the public health and safety.

Strategy #2. To provide emergency medical services that include advanced life support and medical dispatching.

Background.

The city's EMS service delivery model is changing to include the opportunity to add an automatic defibrillator to the city's first responders, the St. Anthony police, who typically arrive within 2 minutes from a 911 call. EMS Chief Huisenga highly recommends this practice since it is the emerging model for emergency medical care and provides heart attack victims a device as soon as possible.

This EMS service delivery model also uses an advance life support (ALS) or a basic life support (BLS) rather than both services to the scene so that the appropriate level of emergency service will arrive at the scene and medical and financial resources will not be wasted. It also means that there will be fewer rescue workers at the scene of an incident. The current model for ALS calls includes one to two police officers, who arrive shortly after the call, 4 St. Paul firefighters (a minimum of two are paramedics) and 4 Falcon Heights firefighters for a total of 10 emergency rescue workers on the scene. This is more people than is necessary except under unusual incidents.

This model means that Falcon Heights firefighters will only respond to BLS calls for service.

St. Paul will also begin serving Lauderdale with ALS service. Administrator Hoyt, Chief Huisenga and Chief Butler are meeting with Falcon Heights firefighters on Tuesday, December 16, 1997 to review the model that was adopted several months ago.

Finally, the city's BLS service is designed to be self-supporting. The average cost for a patient is around \$580 for a transport. The financial status of this service will be evaluated in six months. The St. Paul Fire medical dispatcher will determine the appropriate level of service.

ATTACHMENT: Diagram of EMS service delivery model

**ACTION REQUESTED:**

- Update on the EMS service delivery model
- Approval of the purchase of an automatic defibrillator for \$3,000 for the SAPD squad car serving Falcon Heights

**CITY OF FALCON HEIGHTS  
REGULAR CITY COUNCIL MEETING  
MINUTES OF DECEMBER 3, 1997**

**DRAFT**

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

**PRESENT**

Gehrz, Hustad, Jacobs, and Kuettel. Also present were Hoyt, Asleson, Olson, and Kriegler.

**ABSENT**

Gibson Talbot

**COMMUNITY FORUM**

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

**MINUTES OF NOVEMBER 5 AND NOVEMBER 12, 1997**

Both sets of 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 additional funding for city hall improvements
4. Approval of end of year transfers from TIF construction funds to debt service, the general fund, and the community development fund
5. Approval of Ordinance 97-09, extending the cable franchise term to January 19, 1998

**PUBLIC HEARING**

Mayor Gehrz opened the public hearing regarding the city budget and proposed levy at 7:05 p.m.

Administrator Hoyt presented the proposed 1998 budget and associated property tax levy. Hoyt explained the budget process, the goals that guide the budget, and the budget's anticipated revenue and expenditures. Hoyt also explained the property tax impact of the city's proposed levy increase (\$581,410) on a median valued residential property (\$123,500). The total proposed budget is \$3,819,433 with \$1,205,981 comprising the general fund.

There being no one present to speak, Mayor Gehrz closed the public hearing at 7:42 p.m.

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**POLICY AGENDA**

**CONSIDERATION OF RESOLUTION 97-49, ADOPTING THE 1998 GENERAL FUND BUDGET AND CERTIFYING THE 1998 PROPERTY TAX LEVY**

Councilmember Jacobs moved approval of Resolution 97-49, adopting the 1998 general fund budget OF \$1,205,981 and certifying the 1998 property tax levy OF \$589,410. The motion passed unanimously.

**CONSIDERATION OF RESOLUTION 97-50, ELIMINATING THE 1991 AND 1993 GENERAL OBLIGATION BOND DEBT SERVICE FROM THE 1998 PROPERTY TAX LEVY**

Councilmember Kuettel moved approval of Resolution 97-50, eliminating the 1991 and 1993 G.O. Bond Debt Service from the 1998 property tax levy. The motion passed unanimously.

**PRESENTATION OF MEASURES OF SERVICE DELIVERY FOR LOCAL PERFORMANCE AID (LPA)**

Administrator Hoyt presented the council with specific measures for city services. The measurements are submitted to the state Department of Revenue and will qualify the city to receive Local Performance Aid in the amount of \$6,038 for 1997. The city council acknowledged receipt of the measurements.

**CONSIDERATION OF THE PURCHASE OF A VOICE MAIL TELEPHONE SYSTEM**

Carol Kriegler, Director of Parks, Recreation, and Public Facilities, described the process that the city used to obtain proposals for a new city hall telephone system and the contents of the proposals received. Cady Communications submitted the lowest proposal at a net cost of \$16,190.06 including a \$600 trade-in of the city's current 10 year old telephone system.

Following questions from councilmembers, a motion was made by Councilmember Kuettel to approve the purchase of a voice mail telephone system from Cady Communications at a cost of \$16,190.06, which includes trading in the city's current phone system for \$600.00. Motion passed unanimously.

**PROPOSED CHANGE IN THE SANITARY SEWER CHARGES FOR COMMERCIAL/INSTITUTIONAL USERS**

Administrator Hoyt explained that the Metropolitan Council Environmental Services is changing the mechanism it uses for billing for sanitary sewer services from an estimated flow method to an actual use method. After analyzing the new billing method, staff has found that the city will be under-billing its commercial and institutional users if the commercial rate is not raised to \$.010325 per cubic foot for an increase of 1.8%. There

**DRAFT**

is no increased proposed for residential properties, which are charges on a flat rate basis.

Councilmember Jacobs moved approval of the increase in the commercial/institutional sanitary sewer rate to \$.010325 per cubic foot, effective with the next billing cycle. The motion passed unanimously.

### **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

Date: 12/17/97

Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

- a. General disbursements through 12/10/97, \$103,986.68
- b. Payroll, 12/01/97 to 12/15/97, \$9990.74

ACTION REQUESTED: Approval

a.

APPROVAL OF BILLS  
 PERIOD ENDING: \_12-10-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	CASH	DONUTS-MULTI-CITU PK/REC	LEGISLAT	12.88
	FOCUS NEWS	97-47 PUB NOTICE	LEGISLAT	45.90
	FOCUS NEWS	FIRE TRK REFURB NOTICE	LEGISLAT	33.15
	FOCUS NEWS	DELINQUENT TREE REMOVAL	LEGISLAT	139.40
	FOCUS NEWS	PROP TAX PUBLIC HEARING	LEGISLAT	256.40
35609	RCLLG	ANNUAL MEETING 1997	LEGISLAT	90.00
	*** TOTAL FOR DEPT 11			577.73
	CARLA ASLESON	MILEAGE REIMB	ADMINIST	13.23
	AMERICAN OFFICE PRODUCTS	PENS/TRANSPARENCES/POST	ADMINIST	109.80
35559	BANK CARD CENTER-FBS	MISC SUPPLIES	ADMINIST	9.95
	CASH	POSTAGE	ADMINIST	4.38
	CASH	FILM	ADMINIST	3.11
	CASH	INK JET PRINTER PAPER	ADMINIST	11.70
	INSTY-PRINTS PLUS	LETTERHEAD	ADMINIST	186.06
	INSTY-PRINTS PLUS	ENVELOPES	ADMINIST	331.25
	INSTY-PRINTS PLUS	BLUE BOND PAPER	ADMINIST	34.57
	INSTY-PRINTS PLUS	LASER WHITE PAPER	ADMINIST	26.18
	LEAGUE OF MN CITIES	97 POLICY ADOPTION CONF	ADMINIST	40.00
35558	MN DEPARTMENT OF REVENUE	11/30 ST WITHHOLDINGS	ADMINIST	630.83
35608	PERA	11/16 TO 11/30 PERA WITH	ADMINIST	1,212.09
	PERA LIFE	12/97 PHILLIPS	ADMINIST	12.00
	RAMSEY COUNTY	12/97 INS PREMIUMS	ADMINIST	2,939.54
	ST. PAUL PIONEER PRESS	1 YR SUBSCRIPTION	ADMINIST	85.80
	STAR TRIBUNE	26 WK SUBSCRIPTION	ADMINIST	52.00
	*** TOTAL FOR DEPT 12			5,702.49
	KERN, DEWENTER, VIERE LTD	PROF SVC JENNIFER T.	FINANCE	685.00
	KINKO'S	COLOR TRANSPARENCIES	FINANCE	13.26
	*** TOTAL FOR DEPT 13			698.26
	HUGHES & COSTELLO	12/97 PROSECUTIONS	LEGAL	2,102.25
	*** TOTAL FOR DEPT 14			2,102.25
35559	BANK CARD CENTER-FBS	MISC SUPPLIES	ELECTION	5.16
35559	BANK CARD CENTER-FBS	MISC SUPPLIES	ELECTION	41.52
	CASH	METER EXP	ELECTION	1.00
	CASH	SNACKS ELECTION JUDGES	ELECTION	17.25
	NELSON CHEESE FACTORY	ELECTION JUDGES SNACKS	ELECTION	67.25
	*** TOTAL FOR DEPT 15			132.18
	CASH	COM PK EVENT-PHOTS/FILM	COMMUNIC	14.49
	INSTY-PRINTS PLUS	NEWSLETTER	COMMUNIC	999.18
	MN FOUNDATION BETTER HEAR	11/12 INTERPRETER MEETIN	COMMUNIC	100.00
	*** TOTAL FOR DEPT 16			1,113.67
	DAHLGREN SHARDLOW & UBAN	DEAF SCHOOL/TRANSPORATIO	PLANNING	385.95
	*** TOTAL FOR DEPT 17			385.95
	LEAGUE OF MN CITIES	SQUAD REPAIR	POLICE	1,506.50
	*** TOTAL FOR DEPT 22			1,506.50
	AMERICAN LINEN SUPPLY CO.	LINEN	FIRE FIG	42.48

APPROVAL OF BILLS  
 PERIOD ENDING: \_12-10-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	AMERICAN LINEN SUPPLY CO.	LINEN	FIRE FIG	40.40
	COLONIAL INSURANCE	11/97 BAUMAN	FIRE FIG	29.65
35611	THE HOOVER COMPANY	REPAIR VACUUM CLEANER	FIRE FIG	67.44
	JANKE, KATHLEEN	CLEANING SVC 12/97	FIRE FIG	80.00
	PERA LIFE	12/97 BAUMAN	FIRE FIG	12.00
	SUBURBAN HARDWARE	SUPPLIES	FIRE FIG	34.30
	SUBURBAN HARDWARE	BATTERIES	FIRE FIG	21.25
	SUBURBAN HARDWARE	KEYS	FIRE FIG	16.49
	SUPER AMERICA	FULE	FIRE FIG	35.53
	USWEST COMMUNICATIONS	PHONE SVC TO 12/1	FIRE FIG	169.98
	*** TOTAL FOR DEPT 24			549.52
	BLOMBERG PHARMACY	FILM, BATTERIES	FIRE PRE	11.69
	CASH	POSTAGE CERTIFIED LETTER	FIRE PRE	2.77
	COLONIAL INSURANCE	11/97 IVERSON	FIRE PRE	36.45
	FIRE MARSHALS ASSOC OF MN	MEMBERSHIP	FIRE PRE	35.00
	IVERSON, TERRY	INS REIM FIRE MARSHALL	FIRE PRE	75.00
	IVERSON, TERRY	MILEAGE REIMBURSEMENT	FIRE PRE	26.46
	MN STATE FIRE CHIEF ASSOC	DUES	FIRE PRE	30.00
	PERA LIFE	12/97 IVERSON	FIRE PRE	12.00
	*** TOTAL FOR DEPT 25			229.37
	AT&T WIRELESS SERVICES	PUBLIC WORKS PAGER	CITY HAL	15.43
	BROWNING-FERRIS IND.	12/97 WASTE REMOVAL	CITY HAL	192.35
	BOARD OF WATER COMMISSNRS	WATER CHRGS	CITY HAL	16.02
	BOARD OF WATER COMMISSNRS	CITY HALL SEWER CHRGS	CITY HAL	11.66
	GLENWOOD INGLEWOOD	COOLER RENTAL 12/97	CITY HAL	12.60
	KNOX LUMBER CO.	PAINT	CITY HAL	38.12
	M-75 BUILDING MAINTENANCE	11/97 CLEANING	CITY HAL	250.28
	NSP	ELECT TO 12/2	CITY HAL	0.00
	NSP	GAS TO 12/2	CITY HAL	0.00
	NSP	ELECT TO 12/2	CITY HAL	756.09
	NSP	GAS TO 12/2	CITY HAL	326.73
	OXYGEN SERVICE COMPANY	ACETEYLENE/OXYGEN	CITY HAL	9.00
	SUBURBAN HARDWARE	KEYS	CITY HAL	13.74
	USWEST COMMUNICATIONS	PHONE SVC TO 12/1	CITY HAL	0.00
	USWEST COMMUNICATIONS	PHONE SVC TO 12/1	CITY HAL	355.67
	*** TOTAL FOR DEPT 31			1,997.69
	CASH	BALES OF HAY	STREETS	5.33
	MIKE McPHILLIPS INC	FALL STREET SWEEPING	STREETS	5,191.75
	*** TOTAL FOR DEPT 32			5,197.08
	HOWARD GREEN COMPANYC.	97 SIDEWALK IMPROVEMENTS	ENGINEER	360.39
	HOWARD GREEN COMPANYC.	330000M GENERAL	ENGINEER	831.65
	HOWARD GREEN COMPANYC.	330045M	ENGINEER	226.17
	HOWARD GREEN COMPANYC.	HOYT 802050J	ENGINEER	452.94
	*** TOTAL FOR DEPT 33			1,871.15
	BOARD OF WATER COMMISSNRS	COMM PARK WTR CHRGS	PARK & R	18.72
	BOARD OF WATER COMMISSNRS	COMM PARK SEWER CHRGS	PARK & R	11.66
	BOARD OF WATER COMMISSNRS	CURTIS PARK WTR CHRGS	PARK & R	5.10
	BOARD OF WATER COMMISSNRS	CURTIS PARK SEWER CHRGS	PARK & R	11.66



APPROVAL OF BILLS  
 PERIOD ENDING: \_12-10-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	BUMPER TO BUMPER	OIL/FILTERS	PARK & R	95.16
	NSP	PROTECTIVE LIGHTING	PARK & R	20.58
	SUPER AMERICA	FUEL	PARK & R	176.75
	USWEST COMMUNICATIONS	PHONE SVC TO 11/22	PARK & R	55.60
	*** TOTAL FOR DEPT 41			395.23
35559	BANK CARD CENTER-FBS	MISC SUPPLIES	PARK PRO	6.59
	*** TOTAL FOR DEPT 50			6.59
	NSP	ELECT	STREET L	2,004.80
	*** TOTAL FOR DEPT 54			2,004.80
	E-Z RECYCLING, INC.	11/97 RECYCLING	SOLID WA	2,501.86
	INSTY-PRINTS PLUS	NEWSLETTER	SOLID WA	247.74
	*** TOTAL FOR DEPT 56			2,749.60
	GCR MPLS TRUCK TIRE CTR	NEW TIRES PICKUP TRK	PUBLIC W	529.11
	HAR MAR LOCK & KEY	NEW LOCKS/KEYS COMM CTR	PUBLIC W	314.33
	GRAINGER, W. W., INC.	20 GAL HOT WTR HEATER	PUBLIC W	203.68
	SEVEN CORNERS ACE HARDWR	PRESSURE WASHER	PUBLIC W	335.00
	SUBURBAN HARDWARE	WATER HEATER HOOKUP SUPP	PUBLIC W	41.27
	SUBURBAN HARDWARE	3"RELECTIVE LTRS-BOBCAT	PUBLIC W	17.57
	*** TOTAL FOR DEPT 65			1,440.96
	FRICKE & SONS SOD, INC.	SOD FOR SIDEWALK REPLACE	INFRASTR	79.57
	MN DEPT OF TRANSPORTATION	DUE MNDOT FEDPROJM5421-6	INFRASTR	19,795.00
	*** TOTAL FOR DEPT 71			19,874.57
	NSP	ELECT TO 12/2	SANITARY	0.00
	NSP	ELECT TO 12.5	SANITARY	0.00
	NSP	ELECT 12/2	SANITARY	13.62
	NSP	ELECT 12/5	SANITARY	132.55
	*** TOTAL FOR DEPT 75			146.17
	JUSTIN NOVAK	NOVAK-LIFELINK III TRNG	RESCUE S	184.77
	SUBURBAN HARDWARE	SEALANT, CHALK, PUTTYKNIFE	RESCUE S	4.25
	*** TOTAL FOR DEPT 76			189.02
35610	ARCADE ELECTRIC COMPANY	REPAIR EMERG SIREN	LARPENTE	202.50
	HOISINGTON KOEGLER GROUP	10/97 STATE FAIR SIGNS	LARPENTE	4,895.39
	HOWARD GREEN COMPANYC.	330025M	LARPENTE	139.50
	HOWARD GREEN COMPANYC.	330043M	LARPENTE	79.02
	NORTH METRO LANDSCAPING	PYMT # 1 STREETSCAPE	LARPENTE	33,567.11
	NORTH METRO LANDSCAPING	PYMT # 2 STREETSCAAPE	LARPENTE	15,005.25
	*** TOTAL FOR DEPT 82			53,888.77
	BERNARDY, CONNIE LANNERS	PROF SVC 12/16 TO 12/31	MCAD	1,227.13
	*** TOTAL FOR DEPT 84			1,227.13
	*** TOTAL FOR BANK 01			103,986.68

APPROVAL OF BILLS  
PERIOD ENDING: \_12-10-97

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
*** GRAND TOTAL ***				103,986.68

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

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	12 10 97	30 NICHOLAS BAUMANN	28243	46.15
COM	12 10 97	32 RAYMOND BROWN	28244	197.28
COM	12 10 97	34 CLEMENT KURHAJETZ	28245	96.11
COM	12 10 97	35 LEO LINDIG	28246	51.33
COM	12 10 97	40 KEVIN ANDERSON	28247	136.93
COM	12 10 97	42 MICHAEL D. CLARKIN	28248	152.96
COM	12 10 97	45 JAMES D. FULLER	28249	140.49
COM	12 10 97	47 NATHANIEL HEROLD	28250	27.48
COM	12 10 97	60 TERRY D. IVERSON	28251	6.90
COM	12 10 97	63 RACHELLE L. MARVIN	28252	90.92
COM	12 10 97	66 ALFRED HERNANDEZ	28253	139.00
COM	12 10 97	69 JASON J. HYATT	28254	16.97
COM	12 10 97	70 JUSTIN T. NOVAK	28255	125.60
COM	12 10 97	72 JOHN R. WOLFSBERGER	28256	133.27
COM	12 10 97	73 JEREMY HUTCHISON	28257	168.05
COM	12 10 97	74 MARK J. ALLEN	28258	64.25
COM	12 10 97	75 JOSEPH P. KRAJEWSKI	28259	91.01
COM	12 10 97	76 STEVEN M. HOY	28260	22.62
COM	12 10 97	77 BARBARA J. LEMAY	28261	103.45
COM	12 10 97	78 JON ERICHSON	28262	73.13
COM	12 10 97	1002 SUSAN HOYT TAFF	28264	1530.98
COM	12 10 97	1003 TERRY IVERSON	28265	1019.36
COM	12 10 97	1005 CAROL KRIEGLER	28266	614.51
COM	12 10 97	1007 PATRICIA PHILLIPS	28267	807.81
COM	12 10 97	1010 CARLA ASLESON	28268	975.64
COM	12 10 97	1013 WILLIAM MAERTZ	28269	979.57
COM	12 10 97	1033 DAVE TRETSVEN	28270	734.57
COM	12 10 97	1088 DONALD R. MEISSNER	28271	505.35
COM	12 10 97	1102 AUSTIN M. PETERSON	28272	54.02
COM	12 10 97	1136 ROLAND O. OLSON	28273	885.03

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

9990.74

CONSENT

Meeting Date: 12/17/97

Item: 2

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Carla Asleson, AA/Planner

EXPLANATION/SUMMARY:

MECHANICAL CONTRACTOR

Hoffman Corner Heating & Air Conditioning #3568  
Standard Heating and Air Conditioning Co. #3569  
Allied Fireside d/b/a Fireside Corner #3570

BUSINESS LICENSE

American Family Insurance #3571  
Blomberg Pharmacy #3572  
Suburban Credit Plan #3573  
Source Comics & Games #3579  
Clips 'n Styles #3574

RESTAURANT, CIGARETTE, ON-SALE LIQUOR, SUNDAY LIQUOR

Ciatti's ~~#3573~~ 3575

OFF-SALE LIQUOR, GENERAL BUSINESS LICENSE

J's Liquor 3576

GENERAL BUSINESS, ON-SALE 3.2 MALT LIQUOR, BOTTLE CLUB

Falcon Bowl 3577

RESTAURANT, ON-SALE WINE, ON-SALE 3.2 MALT LIQUOR

Chinatown 3578

RESTAURANT ONLY

Dino's Gyros #3581  
Chin's Kitchen #3582

ACTION REQUESTED: Approval

CONSENT

Date: 12/17/97

Item: 3

ITEM: Approve change order #2 with North Metro landscaping

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Michael Schroeder, Project Designer, HKG  
Todd Halunen, Project Manager, HKG

EXPLANATION AND DESCRIPTION:

Summary and action requested. Approve change order #2 and payment of it as part of the North Metro Landscaping contract for \$3,045. The contingency funds for the project are adequate to handle this change order.

Additional information.

The project manager for the Larpenteur Avenue streetscape project is recommending payment of change order #2 to North Metro landscaping for site work that was done in conjunction with the landscaping at city hall for a sum of \$3,045. This change order came to the city after the work was completed, which is atypical, because the contractor initially planned to charge the city as part of the contract costs on a per item basis with the rest of the items. Instead the contractor and project manager decided to separate the work from the contract and make it a change order since it was not originally covered in the contract.

This is the second change order to the landscaping contract. The first change order was for \$4,800 for the additional landscaping at Snelling and Hoyt Avenues.

The total contract cost with this change order is \$170,933.60. However, the final contract amount for landscaping will be based upon the actual landscape stock that is planted. Although it is premature to know for the sure, the reduction in the number of roses being planted along the U of M fields may result in a final contract amount may be less than the total \$170,933.60.

The contingency fund for the project is sufficient to cover all change orders to date. (An expenditure balance sheet of the entire project is being prepared this December).

ATTACHMENT: Memo from project manager on change order #2 with North Metro Landscaping

ACTION REQUESTED:

Approve change order #2 of \$3,045.00 with North Metro Landscaping and payment for the work associated with this change order.

Hoisington Koegler Group Inc.



December 8, 1997

Susan Hoyt, City Administrator  
City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, Minnesota 55113-5594

RE: Larpenteur Avenue Streetscape Improvements  
Bid Package 'A' – Landscape  
Change Order #2

Dear Ms. Hoyt:

Attached you will find Change Order #2, dated December 1, 1997 covering the following items:

- Furnish topsoil for the turf area north of City Hall.
- Spread topsoil and excavate and load poor existing soils.
- Remove/haul/dispose of excavated soils, sod and weeds to contractors disposal site.

Please note that this work has already been performed.

This document has been executed by the Contractor. The city should indicate its approval on page 2, and forward copies to the Contractor and HKGi.

Please call me if you have any questions.

Sincerely,

Hoisington Koegler Group, Inc.

A handwritten signature in black ink, appearing to read 'Todd Halunen', is written over a horizontal line.

Todd Halunen

Attach. Signed Change Order

# CHANGE ORDER

No. 2

PROJECT:

Larpenteur Avenue Streetscape  
Improvements  
Bid Package 'A' - Landscap

DATE OF ISSUANCE: December 1, 1997

OWNER:

City of Falcon Heights  
2077 West Larpenteur Avenue  
Falcon Heights, Minnesota 55113

OWNERS Project Number: --None--

CONTRACTOR:

North Metro Landscaping, Inc.  
11050 Lamont Ave. P.O. Box 9  
Hanover, Minnesota 55341-0009

LANDSCAPE ARCHITECT:

Hoisington Koegler Group Inc.  
123 North Third Street, Suite 100  
Minneapolis, Minnesota 55401

CONTRACT FOR:

Bid Package 'A' (Landscape Improvements)

LANDSCAPE ARCHITECT'S Project No. 97-35b

---

You are to make the following changes in the Contract Documents:

Description:

- a) Furnish topsoil for the turf area north of City Hall for a price of \$15.00 per cubic yard.  
(estimated quantity of 100 cubic yards for a total of \$1500.00).
- b) Spread topsoil in the turf area north of City Hall and excavate and load poor existing soils .  
(estimated time of 6 hours @ \$120/hour ).
- c) Remove/haul/dispose excavated soils, sod and weeds to contractors disposal site.  
(estimated 50 cubic yards at \$7.00/yard and at a rate of \$95.00/hour ).

Purpose of Change Order:

Remove bad soils previously not identified and fill in and smooth out planting area.

Attachments:

Proposal from North Metro Landscaping, Inc. (dated November 13, 1997)

**CHANGE IN CONTRACT PRICE**

Original Contract Price

\$163,088.60

Previous Change Orders No. 1

\$4,800.00

Contract Price prior to this Change Order

\$167,888.60

Net Increase ~~Decrease~~ of this Change Order

\$3,045.00

Contract Price with all approved Change Orders

\$170,933.60

**CHANGE IN CONTRACT TIME**

Original Contract Time

507 (days or date)

Net Change from Previous Change Orders

0 (days)

Contract Time prior to this Change Order

507 (days or date)

Net Increase ~~Decrease~~ of this Change Order

0 (days)

Contract Time with all approved Change Orders

507 (days or date)

---

**RECOMMENDED:**

By: 

Hoisington Koegler Group, Inc.

**APPROVED:**

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

City of Falcon Heights

**APPROVED:**

By: 

North Metro Landscaping, Inc.





# NORTH METRO LANDSCAPING, INC. LANDSCAPE CONTRACTORS

*Custom Design and Installation*  
*Serving You Since 1985*

Member



## LANDSCAPE PRICE QUOTATION: LARPEN TEUR AVE STREETSCAPE

Prepared for: Todd Halunen

Company: Hoisington Koegler Group, Inc. Phone: (612) 338-0800

Address: 123 North 3<sup>rd</sup> St. Fax: (612) 338-6838

City: Minneapolis State: Mn Zip: 55401

### BREAKDOWN FOR ADDITIONAL WORK BILLED OUT IN APPLICATION #2

<u>QUANTITY</u>	<u>DESCRIPTION</u>	<u>UNIT</u>	<u>UNIT PRICE</u>	<u>EXTENDED PRICE</u>
4	LOADS OF TOPSOIL	25 C.Y.	\$15.00	\$1,500.00
6	EXCAVATION & LOADING	HR.	\$120.00	\$720.00
5	HAULING / REMOVAL	HR.	\$95.00	\$475.00
50	DISPOSAL OF EXCAVATED SOIL / SOD	C.Y.	\$7.00	\$350.00
			<b>TOTAL:</b>	<b>\$3,045.00</b>

notes: All of the above work will be billed under the 'soil replacement' section.

Prepared By: Mark P. Terhaar

Mark P. Terhaar

Date: November 13, 1997

CONSENT  
Date: 12/17/97  
Item: 4

ITEM: Approval of payment to Ramsey County for Gottfried Pit stormsewer maintenance improvements

SUBMITTED BY: Terry Noonan, Water Resources Project Manager Ramsey County

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to approve an expenditure of \$7,533 from the storm sewer fund to cover the city's share of the costs associated with an improvement to the lift station at the Gottfried Pit.

Meets Goal #1. To promote the public health and safety.

Background information. Ramsey County manages the stormwater drainage pond, Gottfried Pit, off of Larpenteur Avenue east of Hamline Avenue. Some modifications need to be made to the lift station to prevent flooding along Larpenteur during high water for a cost of \$22,600. Ramsey County, Roseville and Falcon Heights agreed to share equally in these costs in 1958. Therefore, Falcon Heights responsibility is for \$7,533 from the city's stormsewer fund. Roseville is agreeing to pay its share of this project cost.

ATTACHMENTS:

- 1 Letter from Ramsey County dated 13 November 1997
- 2 Agreement with Ramsey County and Roseville dated 1958

ACTION REQUESTED:

Approve an expenditure of \$7,533 from the storm sewer fund for the work done by Ramsey County at the Gottfried Pit.



**Department of Public Works**

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

ADMINISTRATION/LAND SURVEY  
50 West Kellogg Blvd., Suite 910  
St. Paul, MN 55102 • (612) 266-2600 • Fax 266-2615

ENGINEERING/OPERATIONS  
3377 N. Rice Street  
Shoreview, MN 55126  
(612) 484-9104 • Fax 482-5232

November 13, 1997

Susan Hoyt  
Administrator  
2077 W. Larpenteur Ave.  
Falcon Heights, MN 55113

RE: Larpenteur Lift Station Maintenance

Dear Ms. Hoyt:

This letter is to inform you of the County's intention to modify the Larpenteur Lift Station. Per the agreement for the system, Ramsey County is responsible for the maintenance of the structure. Maintenance costs are split equally with Roseville and Falcon Heights. Please review the proposed project and expected cost. I'm seeking your concurrence with the project. Based on your comments, I will prepare a County Board action request to authorize this project.

The proposed maintenance work involves the installation of (2) 18" Bonnetless Knife Gate Valves which can be operated from the top of the structure. The existing structure is very difficult to operate under flood conditions, requiring our Maintenance staff to lift heavy flap valves while standing in water and often at night. Because of safety considerations, the County feels it is imperative to upgrade the control structure.

A request for bids was prepared by the City-County Division of Contract & Analysis Services. One bid was received: F.M. Frattalone Excavating & Grading, Inc. for \$22,600.00. Materials costs, which are included in the bid amount, are \$14,731. The bid has been reviewed by our Design Engineer, Larry Feldhahn, who recommends award of the contract to Frattalone. The work can be done during the winter months.

Upon your review, please direct your comments about the project to me in writing or by phone at 482-5230.

Sincerely,

*Terry Noonan*  
Terry Noonan  
Project Manager - Water Resources

1/3

27958

87533

→ storm sewer safety issue

inadequate as  
is present.  
flow over Larpenteur  
middle right  
mechanical valves  
left some other valves  
gates -  
grass  
to me junks

St. Paul, Minn.,

File No. 1739

Resolution No. 4790

May 12, 1958

The attention of County Auditor - County Engineer - Village of Roseville - Village of Falcon Heights - City Clerk, St. Paul - Comptroller, St. Paul

is respectfully called to the following Resolution of the Board of County Commissioners of Ramsey County, Minnesota, adopted at the meeting held on May 12, 1958

By Commissioner Blank:

WHEREAS, The County of Ramsey owns land situated on the north side of Larpentour Avenue between Fernwood and Hamline Avenues which was purchased for a ponding area for waters draining from County highways, and

WHEREAS, The County of Ramsey proposes to reconstruct Larpentour Avenue from Fernwood to Snelling in the year 1958, and in connection therewith to install a storm sewer thereon for the purpose of providing for storm waters on said Larpentour Avenue, and

WHEREAS, Larpentour Avenue between said streets is bordered by the City of St. Paul and the Villages of Roseville and Falcon Heights, the latter two of which do not have storm sewers, and

WHEREAS, The reconstruction of said Larpentour Avenue with its storm sewer will drain a great deal of water from streets in the said two villages, and

WHEREAS, The construction of and operation of a pumping station will be necessary together with a force main extending from the pumping station to empty into the City of St. Paul's storm sewer located at Idaho Avenue and Chelsea Street in said City of St. Paul, from which point waters from the ponding area will flow by gravity into Lake Como, and

WHEREAS, AS a condition to the use of said storm sewer and said Lake Como, the City of St. Paul has required the County of Ramsey to agree to pay a proportionate portion of the cost of an overflow from Lake Como into City of St. Paul's sewers located easterly of said Lake Como,

NOW, THEREFORE, IT IS AGREED By the Village of Falcon Heights and the Village of Roseville that each of them will pay to the County of Ramsey within thirty (30) days after the completion of said pumping station and said force main 1/3 of the cost of the construction of a pumping station to be built on the ponding area site and 1/3 of the cost of the force main from the said ponding area to connect with the City of St. Paul storm sewer located at the intersection of Idaho Avenue and Chelsea Street, and each of them agree to pay 1/3 of the County's share of the cost of the overflow from Lake Como within 30 days of receipt of advice as to their share, and each of said villages further agrees to pay to the County of Ramsey in or before the month of January in the year following 1/3 of the annual cost of operating and maintaining said pumping station and said force main.

EUGENE A. MONICK, County Auditor

By

Deputy.

RESOLUTION NO. 206

At a regular Council meeting on Tuesday, July 22, 1958, the following Resolution was introduced by Hammersten and Seconded by Carlson. Roll Call, Ayes (4) - Nays (1), McGee opposed.

WHEREAS, The County of Ramsey owns land situated on the north side of Larpentour Avenue between Fernwood and Hamline Avenues which was purchased for a ponding area for waters draining from County Highways, and

WHEREAS, The County of Ramsey proposes to reconstruct Larpentour Avenue from Fernwood to Snelling in the year 1958, and in connection therewith to install a storm sewer thereon for the purpose of providing for storm waters on said Larpentour Avenue, and

WHEREAS, Larpentour Avenue between said streets is bordered by the City of St. Paul and the Villages of Roseville and Falcon Heights, the latter two of which do not have storm sewers, and

WHEREAS, The reconstruction of said Larpentour Avenue with its storm sewer will drain a great deal of water from streets in the said two villages, and

WHEREAS, The construction of and operation of a pumping station will be necessary, together with a force main extending from the pumping station to empty into the City of St. Paul's storm sewer located at Idaho Avenue and Chelsea Street in said City of St. Paul, from which point waters from the ponding area will flow by gravity into Lake Como, and

WHEREAS, As a condition to the use of said storm sewer and said Lake Como, the City of St. Paul has required the County of Ramsey to agree to pay a proportionate portion of the cost of an overflow from Lake Como into City of St. Paul's sewers located easterly of said Lake Como,

NOW, THEREFORE, IT IS AGREED By the Village of Falcon Heights and the Village of Roseville that each of them will pay to the County of Ramsey within thirty (30) days after the completion of said pumping station and said force main 1/3 of the cost of the construction of a pumping station to be built on the ponding area site and 1/3 of the cost of the force main from the said ponding area to connect with the City of St. Paul storm sewer located at the intersection of Idaho Avenue and Chelsea Street, and each of them agree to pay 1/3 of the County's share of the cost of the overflow from Lake Como within 30 days of receipt of advice as to their share, and each of said Villages further agrees to pay to The County of Ramsey in or before the month of January in the year following 1/3 of the annual cost of operating and maintaining said pumping station and said force main.

Adopted by the Village Council of Roseville this 22nd day of July, 1958.

ATTEST:

B. Hammersten  
-CLERK

E. F. Carlson  
COUNTY CLERK  
RAMSEY COUNTY, MINN.  
JUL 22 1958

VILLAGE OF FALCON HEIGHTS July 25, 1958.

It was moved by Warkentien, seconded by Shavor, and unanimously voted that County Board Resolution #9-4790, County Board File #1739, relative to drainage of the Larpentour Avenue Ponding Area into Lake Como in the City of St. Paul, passed by the Board of County Commissioners in session on May 12th, 1958, listed below, be adopted by the Village Council of the Village of Falcon Heights.

RESOLUTION:

WHEREAS, The County of Ramsey owns land situated on the north side of Larpentour Avenue between Fernwood and Hamline Avenues which was purchased for a ponding area for waters draining from County highways, and

WHEREAS, The County of Ramsey proposes to reconstruct Larpentour Avenue from Fernwood to Snelling in the year 1958, and in connection therewith to install a storm sewer thereon for the purpose of providing for storm waters on said Larpentour Avenue, and

WHEREAS, Larpentour Avenue between said streets is bordered by the City of St. Paul and the Villages of Roseville and Falcon Heights, the latter two of which do not have storm sewers, and

WHEREAS, The reconstruction of said Larpentour Avenue with its storm sewer will drain a great deal of water from streets in the said two villages, and

WHEREAS, The construction of and operation of a pumping station will be necessary together with a force main extending from the pumping station to empty into the City of St. Paul's storm sewer located at Idaho Avenue and Chelsea Street in said City of St. Paul, from which point waters from the ponding area will flow by gravity into Lake Como, and

WHEREAS, as a condition to the use of said storm sewer and said Lake Como, the City of St. Paul has required the County of Ramsey to agree to pay a proportionate portion of the cost of an overflow from Lake Como into City of St. Paul's sewers located easterly of said Lake Como,

NOW, THEREFORE, IT IS AGREED by the Village of Falcon Heights and the Village of Roseville that each of them will pay to the County of Ramsey within thirty (30) days after the completion of said pumping station and said force main 1/3 of the cost of the construction of a pumping station to be built on the ponding area site and 1/3 of the cost of the force main from the said ponding area to connect with the City of St. Paul storm sewer located at the intersection of Idaho Avenue and Chelsea Street, and each of them agree to pay 1/3 of the County's share of the cost of the overflow from Lake Como within 30 days of receipt of advice as to their share, and each of said Villages further agrees to pay to the County of Ramsey in or before the month of January in the year following 1/3 of the annual cost of operating and maintaining said pumping station and said force main.

VILLAGE OF FALCON HEIGHTS,

WILLIAM G. BISHOP  
VILLAGE CLERK

By William G. Bishop  
Clerk.



ITEM: Request to extend the timeline for completion of a garage with a front yard setback variance at 1596 Northrop Street through 1999

SUBMITTED BY: Eric Schiffman and Karen Kloser, Property Owners

REVIEWED BY: Planning Commission  
Carla Asleson, Administrative Assistant/Planner  
Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

**Summary and Action Requested.**

The city council is being asked to extend the time limit by two years for a variance that was granted for constructing a two car garage at 1596 Northrop Street. The variance was approved in 1995 with the option to come back to the city for a one year extension. The request for an extension is accompanied by a survey which finds that the original variance of 4 feet that was granted to construct the garage was inaccurate and should be amended to 1.4 feet from the required 30 foot front yard setback to permit the property owners to construct the plan that was approved by the city in 1995. The staff recommends granting the extension with the technical amendment as requested. The Planning Commission reviewed this request at their November meeting and unanimously recommended approval of the extension, as well.

**Background.**

1. In December 1995, the property owners received approval for a variance to the front yard setback requirements so that they could add on to their existing one car garage to create a 24' wide by 20' deep attached garage. The proposed garage will extend 8.5 feet in front of the existing garage.
2. The city council determined that the proposed 20' deep garage produced the minimum variance needed to alleviate the hardship associated with the property and that it would have the least impact upon the visual front yard streetscape. The proposed garage includes one parking stall that is 20' deep and one that is 23' deep (see attachment 1.)
3. The variance was granted contingent upon two things:
  - The variance was approved for two years from the date of issuance. With a site plan review by the planning commission and city council, an extension of the variance of one year was made possible.
  - The property owners were required to submit a lot survey to verify the dimensions and locations of the existing and proposed site improvements.
4. Variances expire if the improvement has not been started within one year, unless the city council grants a different expiration date. In this case, the applicants were in the process of purchasing the property and did not know how they might utilize it in the future. When the city council approved the variance, it was granted for two years with the possibility of renewal after a site plan review.

5. Any change in the proposed garage plan would require obtaining a new variance.

#### Analysis

1. The property owners have submitted a survey of their property (see attachment 2.) It shows that:
  - The proposed addition to the existing garage will not encroach into the required five foot side yard setback.
  - The proposed garage will extend 8.5 feet beyond the current garage. The 20' deep garage will encroach 1.4 feet into the front yard area rather than 4 feet as was assumed previously (see attachment 2). This is a technical adjustment which can be reflected in the resolution extending the term of the variance.
2. Staff has visited the site and verified that there have been no changes in the configuration of the site since the variance was granted. This includes the presence of the large oak tree in the front yard.
3. The original variance provided for a one year extension of the variance following the site plan review. The applicants have requested a two year extension. The zoning code allows the city council to establish the expiration date for any variance. Staff has no objections to allowing a two year instead of a one year extension. However, if the garage is not built within the two years, it would be prudent to require that the variance expire without possibility of extension. The applicants would then be required to re-apply for their variance. It is quite possible, but not guaranteed, that a future planning commission and city council would approve the same variance.

#### Staff Recommendation

Staff recommends approval of the request to extend the variance through 1999, with an adjustment to the variance from 4 feet to 1.4 feet to reflect the measurements in the property survey. This recommendation is based upon the fact that no significant changes to the property have occurred since the variance was originally granted.

#### Attachments

1. Variance plan as approved in 1995
2. Site survey, 1997
3. Resolution 97-52

#### Action Requested.

Approve Resolution 97-52, approving the extension to the variance at 1596 Northrop Street.



approx. Scale 1" = 10'

Street

Property Line

Driveway

Front Setback

Assumed 26' at time of variance

Survey shows actual 23.6'

23.6'



6.1' to side lot line

24'  
20'

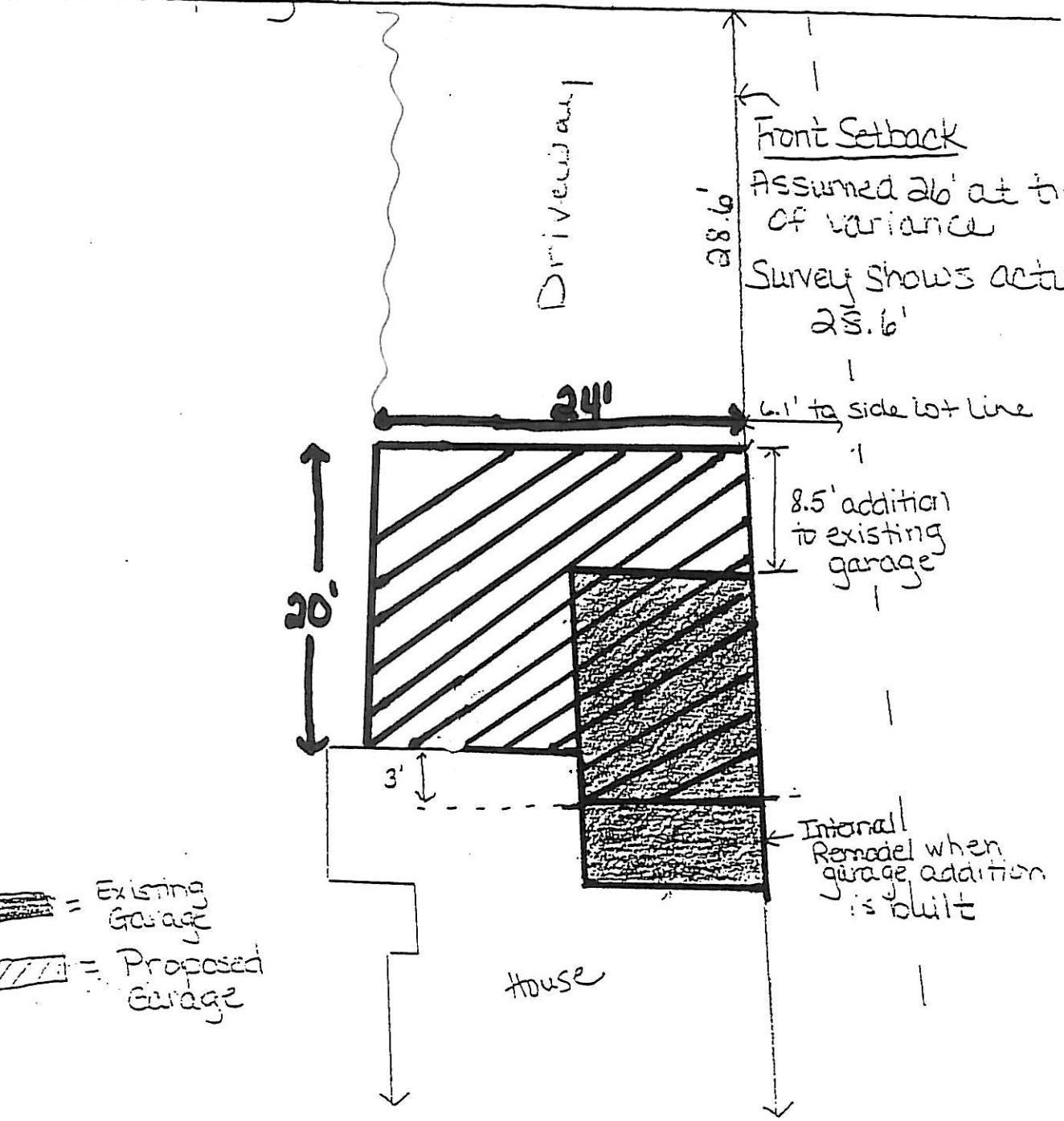
8.5' addition to existing garage

3'

Internal Remodel when garage addition is built

 = Existing Garage  
 = Proposed Garage

House





No. 97-52

Date: 12/17/97

CITY OF FALCON HEIGHTS

CITY COUNCIL RESOLUTION

-----  
**RESOLUTION APPROVING THE EXTENSION OF A VARIANCE AT 1596 NORTHROP STREET**

On December 17, 1997, the Falcon Heights city council approved the extension of the following variance for 1596 Northrop Street, legally known as Lot 6, Block 5, Auditor's Subdivision No. 71, St. Paul, Minn.

Chapter 9-4.01 subd. 4 (c), which establishes a minimum front yard setback of 30 feet in an R-1 zone.

A variance to allow the construction of a double car garage at a setback of 28.6 feet on the Folwell Avenue side of the lot.

The city council approved the extension of this variance with the following conditions:

1. That the new garage shall extend from the house 20' in depth and be 24' in width, as noted on attachment A.
2. That the variance shall expire on December 20, 1999. If a building permit for the garage has not been obtained by that date, a new variance will be required.

The city council adopted the following finding for extending the variance at 1596 Northrop Street:

That conditions on the site affecting the variance have not significantly changed since the variance was granted.

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

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

Mayor  
December 17, 1997  
Date

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

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

City Clerk  
December 17, 1997  
Date

CONSENT  
Date: 12/17/97  
Item: 6

ITEM: Authorization to proceed with the purchase of a replacement snow blower for the John Deere 955 tractor

SUBMITTED BY: Carol Kriegler, Director of Parks, Recreation and Public Facilities  
Bill Maertz, Superintendent of Parks and Public Works

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION / DESCRIPTION:

The 2 stage front mount snow blower attachment for the John Deere 955 is in poor condition and in need of replacement. Purchased in 1992, the tractor and attachment have served as the primary equipment used on the city's pathways and ice rinks for the past 6 winters. While the tractor is in good condition, the blower attachment augers are worn and bent. Repairs on the blower over the course of the winter of '96-'97 were approximately \$700. Replacement of the snow blower attachment will ensure that the J.D. 955 can continue to be utilized in an efficient and reliable manner in removing snow from the city's paths and ice rinks.

Costs for a John Deere 59" 2 stage snow blower were obtained from three vendors. Following are those quotations:

Scharber & Sons	\$3,065.00
Century Power Equipment	\$2,780.00
Polfus Golf & Turf	\$2,825.00

Meets goal 4. To provide a responsive and effective city government.  
Strategy 5. Strive to provide citizens with more efficient and convenient city services.

ACTION REQUESTED:

Authorization to proceed with the purchase of a John Deere snow blower attachment from Century Power Equipment at a cost of \$2,780.00.

CONSENT

Date: 12/17/97

Item: 7

ITEM: Approval of the budgeted 1998 standard compensation and step increases for regular employees

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The 1998 budget includes a standard compensation of 3% for regular employees of the city. It also includes a 3% pay step increase for the administrative assistant/planner due to the expansion of her job responsibilities during the coming year. The city administrator is not subject to this increase.

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

Strategy 6: To effectively manage the city's personnel resources.

ACTION REQUESTED:

Approve the budgeted standard compensation increase of 3% and the step increase for the administrative assistant/planner effective January 1, 1998.

PUBLIC HEARING

Date: 12/17/97

Item: 1

ITEM: Public hearing to assess tree removal charges

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary

The council is asked to approve a resolution assessing the costs of removing a diseased tree from private property. The property owner requested that the city arrange for removal and assess the costs to his property taxes.

Background

This charge is for removal of a diseased elm tree on private property at 1790 Arona Street. The property owner, Mr. Terry Taylor, was notified by the city forester last spring that the elm was diseased and would need to be removed. Mr. Taylor requested that the city arrange for removal and assess the charges of removal to his property taxes in the form of a special assessment. The city forester had a private tree removal company remove the tree at the regular homeowner rate (not the city's contract rate.)

Mr. Taylor was notified of the public hearing to assess the costs of tree removal as is required by law. He was also given the opportunity to reimburse the city for the removal costs prior to the assessment hearing. To date, staff has not received a response.

The cost of the proposed assessment is \$1,128.90 and will be assessed to the property's 1998 property taxes at the 1997 assessment interest rate of seven percent (7%).

ATTACHMENTS:

1. Letter sent to Mr. Terry Taylor, 1790 Arona Street
2. Resolution 97-53

ACTION REQUESTED:

1. Open public hearing, take public input, close public hearing
2. Adopt Resolution 97-53, levying special assessments for diseased tree removal charges



CITY OF  
**FALCON HEIGHTS**

---

2077 W. LARPELLEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (612) 644-5050 FAX (612) 644-8675

---

December 1, 1997

Mr. Terry Taylor  
1790 Arona Street  
Falcon Heights, MN 55113

Dear Mr. Taylor:

This letter is to formally notify you of the public hearing that will be held to assess the costs of tree removal to your property. Although I have sent you correspondence on this matter before, I am required to send you formal notification of the public hearing.

The public hearing will be held on December 17, 1997, on or after 7:00 p.m. (note the change in date from earlier correspondence) at Falcon Heights City Hall. If you wish to contest the assessment, you'll need to serve written notice to the city clerk or the mayor at or before the hearing, stating your reasons for contesting the assessment amount. If you do not wish to contest to the assessment, you are not required to attend the hearing or do anything further. The assessment will appear on your property tax bill.

**Public hearing to assess delinquent tree removal charges**

Hearing Date: December 17, 1997  
Time: On or after 7:00 p.m.  
Place: Falcon Heights City Hall, 2077 W. Larpenteur Ave  
Property: 1790 Arona Street  
Assessment Amount: \$1,128.90  
Interest Amount: 7%

If the bill is paid to the city in full before December 9, 1997, there will be no assessment hearing and no interest due on the balance owed.

As always, please feel free to contact me if you have questions about this process.

Sincerely,

Carla Asleson  
Administrative Assistant/Planner

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HOME OF THE MINNESOTA STATE FAIR AND THE U OF M INSTITUTE OF AGRICULTURE

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PRINTED ON RECYCLED PAPER

CITY OF FALCON HEIGHTS

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

Date: December 17, 1997

-----  
A RESOLUTION RELATING TO LEVYING SPECIAL ASSESSMENTS  
FOR DELINQUENT DISEASED TREE REMOVAL CHARGES

BE IT HEREBY RESOLVED by the city council of the City of Falcon Heights, Ramsey County, Minnesota as follows:

1. It is hereby determined that there is a delinquent diseased tree removal charge against the property hereinafter set forth, in the amount set forth opposite the description of such property;
2. A special assessment in the amount hereinafter set forth is hereby levied against such tracts, with an interest rate of seven percent annually;
3. A total amount of such special assessment, shall be payable with the 1997 real estate taxes due and payable during 1998;
4. The clerk shall forthwith transmit a certified copy of the assessment to the County Auditor to be extended on the proper tax lists of the County and such assessment shall be collected and paid over into the same manner as other municipal taxes;
5. Tract of land and the amount of such special assessment is as follows:

<u>AMOUNT OWED</u>	<u>NAME AND ADDRESS</u>	<u>PIN #</u>
\$1,128.90	Terrance and Donna Taylor 1790 Arona St.	15-29-23-33-0057 W 1/2 of vac alley and Lot 28, Block 7

6. The delinquent diseased tree assessment roll total is \$1,128.90.

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

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

Mayor

December 17, 1997

Date

GEHRZ  In Favor  
GIBSON TALBOT  
HUSTAD  Against  
JACOBS  
KUETTEL

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

City Clerk

December 17, 1997

Date





CITY OF FALCON HEIGHTS

**COUNCIL RESOLUTION**

Date: December 17, 1997

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A RESOLUTION CERTIFYING THE 1998 TAX LEVY

BE IT RESOLVED that the city council authorizes the city to levy taxes in the amount of \$589,410 for the year 1998; and

BE IT FURTHER RESOLVED that the county auditor should extend the tax levy in the amount of \$589,410 for the year 1998.

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

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

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

Mayor  
December 17, 1997  
Date

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

City Clerk  
December 17, 1997  
Date

No. 97-50

CITY OF FALCON HEIGHTS

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

Date: December 17, 1997

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A RESOLUTION ADOPTING THE 1998 BUDGET

BE IT RESOLVED by the city council of the City of Falcon Heights that the General Operating Budget for the year 1998 in the amount of \$1,205,981 is adopted.

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

GEHRZ     In Favor  
GIBSON TALBOT  
HUSTAD    Against  
JACOBS  
KUETTEL

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

Mayor

December 17, 1997

Date

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

City Clerk

December 17, 1997

Date

CITY OF FALCON HEIGHTS

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

Date: December 17, 1997

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A RESOLUTION ELIMINATING THE 1998 DEBT LEVY ON  
GENERAL OBLIGATION DEBT

WHEREAS, the city council of the City of Falcon Heights has funds on hand in the Debt Service Funds in the amount of \$168,000.00; and

WHEREAS, this amount is strictly reserved for the debt payment on the General Obligation Improvement Bonds of 1993 and General Obligation Improvement Bonds of 1991.

NOW, THEREFORE, BE IT RESOLVED by the city council of the City of Falcon Heights that the following be removed from the 1998 tax levy:

G.O. Improvement Bonds 1993	\$116,000.00
G.O. Improvement Bonds 1991	<u>52,000.00</u>
TOTAL REDUCTION:	\$131,800.00

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

GEHRZ        In Favor  
GIBSON TALBOT  
HUSTAD       Against  
JACOBS  
KUETTEL

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

Mayor  
December 17, 1997  
Date

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

City Clerk  
December 17, 1997  
Date

POLICY  
Date: 12/17/97  
Item: 2

ITEM: Consideration of the proposal for the State Fair sign as part of the Larpenteur Avenue Streetscape project

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Michael Schroeder, Project Designer, HKG

**EXPLANATION/DESCRIPTION:**

Summary and action requested. The council is being asked to approve the construction of the State Fair sign by Jay Brothers at a cost that will be forthcoming before this meeting, but around \$45,000. This approval is pending an agreement with the State Fair to cover the full cost of the construction including any change orders in lieu of a property assessment Larpenteur Avenue. If the costs are not completed for this meeting, the council will be asked to extend the open bid package on this element until February 1, 1998.

Meets Goal #2. To maintain and promote the assets of the city's unique neighborhoods.

Background.

Falcon Heights is home to many unique things, but the State Fair is probably the most unique. A key component in the streetscape design includes a Butler building sign at the entrance to the State Fair. The design emphasizes the ties of the Fair and the community to the city's agricultural heritage.

The State Fair is very interested in having this entrance built, but at a price that is affordable in its capital budget. The project designer, Michael Schroeder, has revised the design for the building due to some additional site constraints and is preparing final costs for the construction of this next spring.

The State Fair is agreeable to paying for the construction and maintenance of this structural sign on Larpenteur. This would be in lieu of being assessed for the street reconstruction. The proposed sign is about \$10,000 to \$15,000 more than an assessment for the street.

**ACTION REQUESTED:**

- Update on the sign at the State Fair
- Approve the construction of the sign pending an agreement for full payment and future maintenance by the State Fair prior to signing the contract with Jay Brothers .  
(The city attorney will review this agreement.)
- If the costs are not finalized by this date, continue the open bid package for this sign element until February 1, 1998.

This model means that Falcon Heights firefighters will only respond to BLS calls for service.

St. Paul will also begin serving Lauderdale with ALS service. Administrator Hoyt, Chief Huisenga and Chief Butler are meeting with Falcon Heights firefighters on Tuesday, December 16, 1997 to review the model that was adopted several months ago.

Finally, the city's BLS service is designed to be self-supporting. The average cost for a patient is around \$580 for a transport. The financial status of this service will be evaluated in six months. The St. Paul Fire medical dispatcher will determine the appropriate level of service.

ATTACHMENT: Diagram of EMS service delivery model

**ACTION REQUESTED:**

- Update on the EMS service delivery model
- Approval of the purchase of an automatic defibrillator for \$3,000 for the SAPD squad car serving Falcon Heights