

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 W. Larpenteur Ave.

June 28, 2000
AGENDA

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ ____ HUSTAD ____ KUETTEL ____
 LINDSTROM ____ TALBOT ____
 WORTHINGTON ____ PHILLIPS ____
 ATTORNEY ____ ENGINEER ____
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: June 13, 2000
- E. CONSENT AGENDA:
1. General disbursements through June 22, 2000, \$200,711.65
Payroll, 6/1/00 to 6/15/00, \$9,512.23
 2. Licenses
- F. RECOGNITION
1. Certificate of recognition awarded to three girl scouts
- G. POLICY AGENDA:
1. Request for council action on resolution relating to the St. Paul/Ramsey
County Safe Gun Storage Campaign
 2. Review and Recommendations on the Capitol Region Watershed District
Draft Management Plan
 3. Employee retention and recognition plan
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

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- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: June 13, 2000 **(Tab #1)**
- E. CONSENT AGENDA:
 - 1. General disbursements through June 22, 2000, \$200,711.65
Payroll, 6/1/00 to 6/15/00, \$9,512.23 **(Tab #2)**
 - 2. Licenses **(Tab #3)**
- F. RECOGNITION
 - 1. Certificate of recognition awarded to three girl scouts **(Tab #4)**
- G. POLICY AGENDA:
 - 1. Request for council action on resolution relating to the St. Paul/Ramsey
County Safe Gun Storage Campaign **(Tab #5)**
 - 2. Review and Recommendations on the Capitol Region Watershed District
Draft Management Plan **(Tab #6)**
 - 3. Employee retention and recognition plan **(Tab #7)**
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

DRAFT

City of Falcon Heights
City Council Minutes
June 13, 2000

The meeting was called to order by Mayor Gehrz at 7:02 p.m.

PRESENT: Gehrz, Kuettel, Lindstrom, Talbot. Also present: Heather Worthington, City Administrator, Pat Phillips, Deputy Clerk

ABSENT: Hustad

COMMUNITY FORUM: There was no one present wishing to speak.

MINUTES: The minutes of May 24, 2000 were approved as written.

CONSENT AGENDA:

Mayor Gehrz requested that item no. 3, adoption of an ordinance amending Chapter 9 of the city code defining permitted and conditional uses in the business districts be removed from the consent agenda and postponed to a future meeting. Councilmember Kuettel moved to approve the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll
2. Licenses
3. Requesting adoption of option 8 of the Minnesota State Building Code, pursuant to Rule 1306, Special Fire Protection Systems

POLICY AGENDA

Request to adopt resolution relating to apportionment of assessments for the year 2000.

Administrator Worthington briefed council on the necessity of reassigning any levied assessment to the property frontage or area of the lot or lots when a legal description is changed. The reapportionment of assessments must be approved by the city council with a general resolution which covers all such reapportionments during the year. The reapportionments may be needed for any outstanding 1995 alley assessments, 1999 street improvements or for any unpaid Larpenteur Avenue assessments after the certification date to Ramsey County. After some additional questions, councilmember Talbot moved to adopt resolution 00-14. The motion passed unanimously.

Consideration of an ordinance amending the zoning code to clarify that one garage is permitted on a single-family property.

Administrator Worthington explained that this ordinance is needed to amend the zoning code to clarify that there is only one garage permitted on a single family property.

A property is permitted a maximum of 1,000 square feet of detached accessory structures. The number varies depending upon the width of the lot since accessory structures can cover no more than 40% of the required rear yard. The change will make it easier for residents planning to construct a new garage or additional storage to see the rule clearly stated in the zoning code. After brief questioning, councilmember Lindstrom moved to adopt ordinance 00-01 amending Chapter 9, Section 4.01, subd. 3. The motion passed unanimously.

Approve the hiring of a permanent part-time public works maintenance worker

Administrator Worthington requested council to approve the hiring of Austin Peterson to a permanent part-time basis with prorated benefits and tuition reimbursement. Peterson has worked for the city as a rink attendant, rink supervisor, summer parks worker and a part-time maintenance worker. With the increased level of work due to streetscape improvements on Larpenteur Ave., it was important to have an experienced and self-motivated person in this part-time position. After brief discussion, councilmember Kuettel moved to approve the hiring of Austin Peterson with prorated benefits and tuition reimbursement. The motion passed unanimously.

ADJOURN

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Pat Phillips
Deputy Clerk

CONSENT 1
Meeting Date: 6/28/00

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through 6/23/00, \$200,711.65
2. Payroll, 6/1/00 to 6/15/00, \$9,512.23

ACTION REQUESTED: Approval

1.

APPROVAL OF BILLS
PERIOD ENDING: _6-22-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	ELECTION SYSTEM/SOFTWARE	20001 MAINT AGREEMENT	-----	520.00
	*** TOTAL	FOR DEPT 00		520.00
	GEHRZ, SUE	LEAGUE OF CITIES CONF	LEGISLAT	164.96
	NORTH SUBURBAN	REISSUE LOST CK # 38528	LEGISLAT	6,124.15
	GREAT WEST LIFE/ANNUITY	6/00 HUSTAD DEFERRED COM	LEGISLAT	75.00
	*** TOTAL	FOR DEPT 11		6,364.11
	AMERICAN OFFICE PRODUCTS	FILE FOLDRS	ADMINIST	21.19
	AMERICAN OFFICE PRODUCTS	PAPER/PENS/ENVELOPES	ADMINIST	131.29
38902	DISTRICT COURT	NOTARY PUBLIC APPL FEE	ADMINIST	25.00
	GAYLORD BROS	DOCUMENT STORAGE BOX	ADMINIST	22.24
	GFOA	CAFR AWARD REVIEW FEE	ADMINIST	350.00
38901	MN DEPARTMENT OF REVENUE	6/15 ST WITHHOLDINGS	ADMINIST	598.84
38900	PERA	6/15 PERA WITHHOLDINGS	ADMINIST	945.18
	RAMSEY COUNTY	6/00 INS PREMIUMS	ADMINIST	2,771.87
	GTS	LAND USE PLANNING WORKSP	ADMINIST	178.00
	WORTHINGTON, HEATHER	PARKING AT CTY BD MEETNG	ADMINIST	7.00
	*** TOTAL	FOR DEPT 12		5,050.61
38897	GFOA	GFOA CHICAGO CONF REGIST	FINANCE	350.00
	ROLAND OLSON	GFOA- CONFERENCE EXPS	FINANCE	358.92
38898	COURTYARD BY MARRIOTT	HOTEL GFOA CONF	FINANCE	590.65
	*** TOTAL	FOR DEPT 13		1,299.57
	CAMPBELL KNUTSON	5/00 LEGAL SVCS	LEGAL	869.00
	*** TOTAL	FOR DEPT 14		869.00
	ELECTION SYSTEM/SOFTWARE	2000 MAINT AGREEMENT	ELECTION	520.00
	*** TOTAL	FOR DEPT 15		520.00
	EHLERS AND ASSOCIATES	HARVEST STATES ISSUES	PLANNING	1,128.75
	PARSONS TRANSPORATION GRP	COMM PARK PLANNING	PLANNING	295.73
	*** TOTAL	FOR DEPT 17		1,424.48
	NSP	CIVIL DEFENSE SIREN ELEC	EMERGENC	6.28
	*** TOTAL	FOR DEPT 21		6.28
	ST ANTHONY VILLAGE	7/00 POLICE SVCS	POLICE	33,063.91
	*** TOTAL	FOR DEPT 22		33,063.91
	BEARCOM	RADIO REPAIR	FIRE FIG	74.69
	EMERGENCY APPARATUS MAINT	753 BACK UP ALARM REPAIR	FIRE FIG	152.18
	FIRE ENGINEERING	SUBSCRIPTION	FIRE FIG	39.95
	FIRE EQUIPMENT SPECIALTIE	PIKE POLE BRACKERT W/GAS	FIRE FIG	47.85
	JOHNSON-POWERS, DAN	HOTEL-STATE FIRE CONF	FIRE FIG	166.70
	AL HERNANDEZ	STATE FIRE CONF MILEAGE	FIRE FIG	85.80
	AL HERNANDEZ	HOTEL-STATE FIRE CONF	FIRE FIG	166.70
	MARY RIGNEY	HOTEL-STATE FIRE CONF	FIRE FIG	118.78
	MARY RIGNEY	STATE FIRE CONF MILEAGE	FIRE FIG	85.80
	SUPERIOR PRINTWEAR	T-SHIRTS AND SWEATS	FIRE FIG	753.25
	TARGET	PICTURES	FIRE FIG	10.59
	VERIZON WIRELESS	CELL PHONE	FIRE FIG	19.66

APPROVAL OF BILLS
 PERIOD ENDING: _6-22-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	GREG YOUNGS	STATE FIRE CONF	FIRE FIG	85.80
	GREG YOUNGS	STATE FIRE CONF MILEAGE	FIRE FIG	85.80
	*** TOTAL	FOR DEPT 24		1,893.55
	KNOX LUMBER CO.	CONTRACTORS HOSE	CITY HAL	41.62
	LANDSCAPE ALTERNATIVES	PRAIRIE FLOWERS	CITY HAL	61.50
	PHILLIPS, PATRICIA	COFFE/KITCHEN SUPPLIES	CITY HAL	30.45
	*** TOTAL	FOR DEPT 31		133.57
	KNOX LUMBER CO.	FERTILIZER/WEED KILLER	STREETS	112.98
	KNOX LUMBER CO.	BLACK TOP PATCH	STREETS	26.31
	*** TOTAL	FOR DEPT 32		139.29
	HOWARD GREEN COMPANYC.	NORTHOME STREET ALAYSIS	ENGINEER	2,476.00
	HOWARD GREEN COMPANYC.	GENERAL SERVICES	ENGINEER	252.00
	*** TOTAL	FOR DEPT 33		2,728.00
	PRECISION TREE COMPANY	TREE REMOVALS	TREE PRO	882.67
	*** TOTAL	FOR DEPT 34		882.67
	NSP	ELECT	PARK & R	384.54
	NSP	AUTO PROTECTIVE ELECT	PARK & R	22.49
	ON SITE SANITATION	5/00 PORTABLE TOILET	PARK & R	68.65
	OLSON POWER AND EQUIPMENT	FILTERS	PARK & R	50.32
	TARGET	BASKETBALL NETS	PARK & R	53.14
	UNITED RENTALS	MARKING PAINT	PARK & R	45.88
	USWEST COMMUNICATIONS	TELEPHONE SVC	PARK & R	64.67
	*** TOTAL	FOR DEPT 41		689.69
	KARNA BLOOMQUIST	PUZZLES/GARDEN MATERIALS	PARK PRO	64.22
38899	SPORTMART INC.	5 BAT GRIPS/T-BALL TEES	PARK PRO	89.37
	TARGET	B/BALLS/SOCCER BALL/FOOT	PARK PRO	312.22
	KRISTIN WOLVERTON	COACHS MEETINGS EXPS	PARK PRO	54.78
	JILL YENCHEK	REFUND-CANCELLED CLASS	PARK PRO	20.00
	KAREN GAJESKI	REFUND-CANCELLED 2 CLASS	PARK PRO	50.00
	SABRINA CHANG	REFUND-CANCELLED CLASS	PARK PRO	26.00
	DENISE JENNRICH	REFUND-CANCELLED CLASS	PARK PRO	25.00
	MELISSA VRUDNY	REFUND-THEY CANCELLED CL	PARK PRO	25.00
	LORI MUELLER	REFUND-THEY CANCELLED CL	PARK PRO	26.00
	*** TOTAL	FOR DEPT 50		692.59
	AMERICAN OFFICE PRODUCTS	3 FOLDING TABLES	GENERAL	346.79
	FACILITY SYSTEMS, INC.	MUDULAR OFFICE FURNITURE	GENERAL	758.24
	*** TOTAL	FOR DEPT 63		1,105.03
	GRAINGER, W. W., INC.	ROOM AIR CONDITIONER	PUBLIC W	544.59
	*** TOTAL	FOR DEPT 65		544.59
	METROPOLITAN COUNCIL	7/00 S.S.	SANITARY	20,484.00
	MUNICIPAL/COMMERCIAL	JET MAIN SS ON ARONA	SANITARY	330.00
	*** TOTAL	FOR DEPT 75		20,814.00
	HOWARD GREEN COMPANYC.	ARONA TO HAMLINE	LARPENTE	693.50

APPROVAL OF BILLS
 PERIOD ENDING: _6-22-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	PARSONS TRANSPORATION GRP	PAVILION AND SOUTH LAWN	LARPENTE -	967.76
	RAMSEY CTY PUBLIC WORKS	CIY'S SHARE LARP PROJIII	LARPENTE	93,294.85
	*** TOTAL FOR DEPT 82			94,956.11
	N. SUBURBAN GAVEL ASSOC.	MEMBERSHIP-CONNIE	MCAD	15.00
	BERNARDY, CONNIE LANNERS	SUPPLIES	MCAD	32.15
	BERNARDY, CONNIE LANNERS	POSTAGE	MCAD	66.00
	BERNARDY, CONNIE LANNERS	COPIES	MCAD	8.96
	BERNARDY, CONNIE LANNERS	2 MEETINGS EXPS	MCAD	40.26
	BERNARDY, CONNIE LANNERS	JUNE 16-30 PROF SVCS	MCAD	1,288.49
	*** TOTAL FOR DEPT 84			1,450.86
	HOWARD GREEN COMPANYC.	NE STREET	NE QUAD	170.00
	*** TOTAL FOR DEPT 86			170.00
	HOWARD GREEN COMPANYC.	2000 ALLEYS	2000 ALL	16,950.15
	HOWARD GREEN COMPANYC.	2000 ALLEYS RECONSTRUCTI	2000 ALL	8,425.61
	WORTHINGTON, HEATHER	ALLEY CONSTR MEETING EXP	2000 ALL	17.98
	*** TOTAL FOR DEPT 87			25,393.74
	*** TOTAL FOR BANK 01			200,711.65
	*** GRAND TOTAL ***			200,711.65

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	6 14 00	34 CLEMENT KURHAJETZ	30233	69.04
COM	6 14 00	35 LEO LINDIG	30234	33.94
COM	6 14 00	40 KEVIN ANDERSON	30235	39.99
COM	6 14 00	42 MICHAEL D. CLARKIN	30236	114.76
COM	6 14 00	66 ALFRED HERNANDEZ	30237	146.79
COM	6 14 00	73 JEREMY HUTCHISON	30238	58.18
COM	6 14 00	74 MARK J. ALLEN	30239	57.77
COM	6 14 00	75 JOSEPH P. KRAJEWSKI	30240	20.71
COM	6 14 00	77 BARBARA J. LEMAY	30241	132.39
COM	6 14 00	80 MARY K RIGNEY	30242	173.79
COM	6 14 00	81 LAUREL F SANDBERG	30243	6.47
COM	6 14 00	82 DUSTIN P THUNE	30244	224.78
COM	6 14 00	85 DANIEL S JOHNSON-POWERS	30245	78.67
COM	6 14 00	86 GREGORY R YOUNGS JR	30246	31.52
COM	6 14 00	1007 PATRICIA PHILLIPS	30247	981.13
COM	6 14 00	1013 WILLIAM MAERTZ	30248	1234.88
COM	6 14 00	1026 JASON CIERNIA	30249	49.87
COM	6 14 00	1033 DAVE TRETSVEN	30250	904.55
COM	6 14 00	1035 LISA LOVDAHL	30251	39.24
COM	6 14 00	1057 KRISTIN L. WOLVERTON	30252	848.80
COM	6 14 00	1102 AUSTIN M. PETERSON	30253	531.07
COM	6 14 00	1103 DIANE MEYER	30254	99.04
COM	6 14 00	1136 ROLAND O. OLSON	30255	995.77
COM	6 14 00	1143 COLIN B. CALLAHAN	30256	560.18
COM	6 14 00	1152 KARNA M BLOOMQUIST	30257	150.06
COM	6 14 00	1169 JAY PAUL KURTIS	30258	132.98
COM	6 14 00	1173 ELIZABETH M. POSTIGO	30259	320.43
COM	6 14 00	1181 LEAH A BICKLER	30260	102.17
COM	6 14 00	1185 HEATHER M WORTHINGTON	30261	1373.26
		COMPUTER CHECKS		9512.23
		MANUAL CHECKS		.00
		NOTICES OF DEPOSIT		.00
		****TOTALS****		9512.23

CONSENT 2
Meeting Date: 6/28/00

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

GENERAL CONTRACTOR

Asphalt Driveway Co.	#00-909
Midwest Concrete Driveway	#00-910

THERAPEUTIC MASSAGE

Hair Designs Unlimited (for Kathleen Potempa, employee)	#00-500
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ACTION REQUESTED: Approval

RECOGNITION

Meeting Date: June 28, 2000

ITEM DESCRIPTION: Recognition of three girl scouts

SUBMITTED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

The city was recently informed of the achievements of three young women who live in Falcon Heights and have received the Girl Scout Gold Award and Girl Scout Silver Award. The Gold Award is the highest award in girl scouting available to senior scouts in the 9th through 12th grades. The Silver Award is the highest achievement that a Cadette Scout (grades 6-9) may reach.

The recipients of the awards are:

Gold Award

Andrea Barnum, 1842 Prior Ave. N.
Vanessa Yeakel, 1707 Fry St. #1

Silver Award

Elizabeth Barry, 1391W. Idaho Ave.

ACTION REQUESTED: Mayor to recognize the three girl scouts and present a certificate from the city

ITEM: Request for Council Action on Resolution Relating to the St. Paul-Ramsey County Safe Gun Storage Campaign.

SUBMITTED BY: Councilmember Lindstrom

EXPLANATION/DESCRIPTION:

The council is being asked to approve a resolution endorsing the Saint Paul-Ramsey County Safe Gun Storage Campaign. By endorsing the campaign the council authorizes the City Administrator or her assigned personnel to distribute free gun locks at City Hall and other appropriate locations as well as publicize the campaign. Other distribution locations could include but are not limited to neighborhood watch group meetings, National Night Out neighborhood events, and interested community groups. Publicity could include the city newsletter, web page, information line, Ramsey County Sheriff Community Watch phone line, possible newspaper article, presentation to community groups, and flyer or mailer to city residents.

BACKGROUND:

In December 1998 an innovative approach to gun safety was launched in Saint Paul. Through a generous donation of \$25,000 from an anonymous donor, close to 4,000 gun locks were distributed free of charge to Saint Paul residents through District Councils, other community organizations, and the Saint Paul-Ramsey County Department of Health. Information and educational materials were provided by the St. Paul Police Department and Public Health to support these efforts.

Last month the safe gun storage campaign expanded to include suburban Ramsey County. A "kick-off" event sponsored by the Ramsey County Sheriff's Office was held on May 20, 2000. Hundreds of key and combination locks were given away including five to Falcon Heights residents.

The gun safety locks are made of thick wire cable wrapped with plastic. The cable is threaded through the unloaded gun in order to render the gun inoperable. Cable locks work on all types of handguns and nearly all types of long guns.

GOAL: To protect the public health and safety.

ACTION REQUESTED: Approval of resolution endorsing the Saint Paul-Ramsey County Safe Gun Storage Campaign that would enable the City Administrator or her assigned personnel to publicize the safe gun storage campaign and to distribute free gun locks.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

RESOLUTION RELATING TO DISTRIBUTION OF GUN LOCKS

BE IT RESOLVED by the City Council of the City of Falcon Heights as follows:

WHEREAS, a goal set forth by the City Council is “To protect the public health and safety” and furthermore to “support ...crime prevention efforts”.

WHEREAS, guns are present in 51 percent of Minnesota households and 53 percent of gun owners surveyed did not lock up their guns.

WHEREAS, every day in the United States, 16 children age 19 and under are killed in gun homicides, suicides, and unintentional shootings and countless number of guns are stolen and used in crime.

WHEREAS, the Saint Paul-Ramsey County Safe Gun Storage Campaign has distributed over 3,500 gun locks in St. Paul and over 550 gun locks in suburban Ramsey County.

WHEREAS, the Ramsey County Board of Commissioners, Regions Hospital, Saint Paul Area Council of Churches, Saint Paul Children’s Hospital, Saint Paul City Council, Saint Paul Police Department, Saint Paul-Ramsey County Department of Public Health, the Gun Violence Action Team in Ramsey County, the City of Roseville and the City of Maplewood have all endorsed the safe gun storage campaign.

NOW THEREFORE, the City Council of the City of Falcon Heights does hereby endorse the Saint Paul-Ramsey County Safe Gun Storage Campaign and authorizes the City Administrator or his/her assigned personnel to give away gun locks at City Hall and any other appropriate locations; and be it further

RESOLVED, that the City Administrator or his/her assigned personnel undertake the necessary publicity to encourage Falcon Heights residents to utilize the free gun lock program.

Tingger Lakes
left

Cities

St. Paul Ramsey Gun Lock Giveaway

given away

* 20	Arden Hills	17
	Blaine	
	Falcon Heights	5
	Gem Lake	
	Lauderdale	5
* 14	Little Canada	17
	Maplewood	21
* 25	Mounds View	14
* 0	New Brighton	8
	North Oaks	18
	North St. Paul	2
* 0	Roseville	166
	St. Anthony	2
*	St. Paul	12
	Shoreview	117
	Spring Lake Park	
* 40	Vadnais Heights	30
* 0	White Bear Lake	48
* 0	White Bear Township	
	County Wide	9
	Other	78
	Total	569

6/20/99

The Saint Paul – Ramsey County Safe Gun Storage Campaign
1998 through 1999 – One Year Report

At a press conference at Children's Hospital in December, 1998, the Saint Paul – Ramsey County Safe Gun Storage Campaign became a reality for the citizens of our community with a generous donation of \$25,000 from an anonymous Saint Paul donor. The Campaign was designed for the purposes of initiating an education/distribution gunlock Safe Gun Storage Campaign for the residents of the City of Saint Paul. Over 3,500 gunlocks have been distributed through the 12 District Council Crime Prevention Programs and community organization sites (Thomas-Dale Block Club, Lao Family, and Inner City Youth League). We have had requests since the Campaign's inception to expand it to Suburban Ramsey County and we hope to do this.

The sponsors of the Campaign included the Ramsey County Board of Commissioners, Regions Hospital, Saint Paul Area Council of Churches (Campaign's fiscal agent), Saint Paul Children's Hospital, Saint Paul City Council, Saint Paul Police Department, Saint Paul – Ramsey County Department of Public Health, and the Gun Violence Action Team in Ramsey County.

In kind time is being provided by the Saint Paul – Ramsey County Department of Public Health Injury Prevention Program Coordinator, who works with both the Saint Paul and Suburban Ramsey County communities, the Saint Paul Police Department Gun Violence Prevention Program Coordinator, working within the Saint Paul community, and the Suburban Ramsey County Peace Officers. The dedicated staff of the 12-education/distribution sites has been committed to carrying out the prevention activities of the Campaign in their areas as well.

Additional financial support was received from the Minnesota Institute of Public Health for purposes of creating and printing educational literature through the "Stop Gun Injuries and Death Project." Due to the creativity of one of our education/distribution sites, a "door hanger" brochure was developed, "Safe Gun Storage Saves Lives – A Few Minutes of Prevention Saves a Lifetime of Regrets." The brochure gives a central Saint Paul number for the community to call to inquire where the closest gun lock education/distribution site is located and has gun safety tips listed. More than 4,000 were distributed throughout this community last summer. It is now being used at all our Saint Paul distribution sites and has been given out at various SAFE KID Family Fun Nights and through other injury prevention programs such as "Risk Watch" in over 40 of our Saint Paul public and private grade schools as well as Early Childhood Family Education Programs.

The Campaign has also received a \$500 donation from Williams Energy for the suburban area, and a \$5,000 Grant from Blue Cross Blue Shield of Minnesota for the Campaign. We will continue to be grateful for additional monies and/or supplies donated to the Campaign.

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Free gun locks are available in eight suburbs. Call (651) 266-8090.

RAMSEY COUNTY

Gun-safety locks are going quickly

CYNTHIA BOYD STAFF WRITER

Fewer than 200 safety locks remain in a give-away program aimed at gun owners living in eight Ramsey County suburbs less than three weeks after its kickoff.

"I'm not surprised," said Ramsey County Deputy Sheriff Joe Paget, who is helping with the lock-distribution program, the second stage of the St. Paul-Ramsey County Safe Gun Storage Campaign that began in the city of St. Paul two years ago. "There's an awareness out there that we have to be more conscious of our guns."

The Ramsey County Sheriff's Department kicked off the suburban campaign at a May 20 open house by making 1,000 key and combination gun locks available at no charge.

In Roseville, the locks are gone; in New Brighton nearly so. About 150 locks total remained this week in the other participating cities, including White Bear Township, Arden Hills, Vadnais Heights, White Bear Lake, Little Canada, and Mounds View.

Elaine Mazzitello, who oversees the lock project in her capacity as injury prevention program coordinator for the St. Paul-Ramsey County Department of Public Health, said 4,000 to 5,000 additional free locks will be available this fall, probably in September or October.

The gun-safety locks, made of thick wire cable wrapped with plastic, look like a bicycle lock and are locked by a key or combination dial. The cable is threaded through an unloaded gun's injection port, out through the ejection port and then locked.

The locks are not fail-safe, Mazzitello said, but they "would

-deter a curious child."

Designed to work on most types of shotguns, rifles and handguns, the locks are distributed through police departments and city offices, as well as through the county sheriff's department.

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Cynthia Boyd, who covers the northern suburbs, may be reached at cboyd@pioneerpress.com or (651) 481-0406.

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ITEM: Review and Recommendations on the Capitol Region Watershed District Draft Management Plan

SUBMITTED BY: Heather Worthington, City Administrator

REVIEWED BY: Terry Maurer, City Engineer
Roger Knutson, City Attorney
Wally Case, Dahlgren Shardlow and Uban

EXPLANATION/DESCRIPTION:

The Capitol Region Watershed District (CRWD) was created when a group of citizens living in the Como Park neighborhood of St. Paul joined with the District 10 Community Council and formed the District 10 Environment Committee. This committee petitioned the Board of Water and Soil Resources (BWSR) to form the Capitol Region Watershed District. The District was established by BWSR on September 24, 1998, and held its first meeting on October 1, 1998. Pat Byrne, Marylyn Deneen, Jim Leuthner, Jay Riggs and Michael Thienes were appointed the first managers by BWSR.

The Board of Ramsey County Commissioners suggested the District use administrative and technical structures already in place in the departments of Ramsey County government and the Ramsey Soil and Water Conservation District, Ramsey County Public Works Department, Ramsey County Budget and Accounting Department, and the office of the Ramsey County Attorney.

The Draft Management Plan has been reviewed by Terry Maurer, City Engineer; Roger Knutson, City Attorney; and Wally Case, planner with DSU. Mr. Knutson reported back to me that he had no concerns with the plan. Mr. Maurer and Mr. Case's comments are attached for discussion purposes.

The Board of Managers is now requesting feedback from each City within the watershed. Additionally, the Council will hear from Mr. Bill Downing, a resident of Falcon Heights, who is interested in serving on the Advisory Group for the CRWD.

ATTACHMENTS:

Letter from Terry Maurer, City Engineer

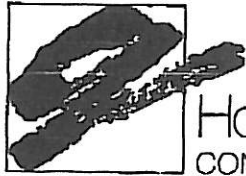
Letter from Wally Case, Dahlgren Shardlow and Uban

Letter from Bill Downing, regarding his desire to represent Falcon Heights on the Advisory Group

Letter from the CRWD regarding opportunities to serve on citizen advisory groups

ACTION REQUESTED:

- Discussion
- Recommend submission of comments to CRWD as outlined by City Engineer and Planning Consultants



Howard R. Green Company
CONSULTING ENGINEERS

June 19, 2000
File: 330000M-0325

Ms. Heather Worthington
City Administrator
City of Falcon Heights
2077 Larpenteur Avenue West
Falcon Heights, MN 55113-5551

RE: CAPITOL REGION WATERSHED DISTRICT
DRAFT WATERSHED MANAGEMENT PLAN

Dear Ms. Worthington:

We have reviewed the information you provided along with your letter dated June 7, 2000, and offer the following comments.

The nine issue statements in the draft Watershed Management Plan for the Capitol Region Watershed District highlight the goals around which the Plan is to be structured. Of the nine issues, some address areas of specific concern to the City of Falcon Heights.

Como Lake

The District has identified Como Lake as a very important community and regional resource. The eastern half of the City of Falcon Heights is within the drainage basin for Como Lake. The District proposes a number of key issues to be resolved relative to this resource. The issues at this point primarily revolve around educating the public and gathering data on stormwater quality. Additionally, the District plans to investigate the costs involved in improving the water quality.

Groundwater Quality Protection

Conduits that permit contaminated water to enter the aquifer can negatively affect ground water quality. Typically, these conduits are wells which have not been properly abandoned. Ramsey County currently has a Groundwater Plan in place and the District's intent is to be consistent with that Plan.

Mississippi River Corridor – Stormwater Permitting and Resource Management

The stormwater permitting regulations, required through the Phase II NPDES, are being developed and will go into effect over the next three years. The regulations deal with locally owned stormwater facilities. The requirements at this point have not been completely defined, but they will basically require cities or watershed districts to prepare a plan for the operation and maintenance of stormwater facilities. The roll of cities and watersheds is currently up in the air, but should be better defined by the end of the year. This permit could require substantial

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Ms. Worthington
June 19, 2000
Page 2

investment to develop a Plan and the associated annual reporting that meets the criteria of the permit.

Trout Brook System

The Trout Brook System provides an outlet for Como Lake. The Metropolitan Council and the City of St. Paul currently hold the ownership of this stormwater system. Their intent is to pass ownership as well as operation and maintenance to the District. The District is reluctant to take ownership until the system is in satisfactory condition. If this facility were to be passed to the District, it could require substantial funds to operate and maintain.

Utilizing Urban Best Management Practices (BMPs) and Retrofitting

Protecting water quality through implementing BMPs is a goal for the District. The City currently implements many of the non-structural BMPs such as street sweeping, leaf collection, and educating residents on fertilizer application. Much of Falcon Heights stormwater in the eastern half of the City flows through Gottfried's Pit. This site has been targeted as a location where improvements could be made to improve water quality.

The Plan offers the foundation for many possibilities to improve the management of surface water within the District. Hopefully, these goals can be achieved in a fiscally responsible manor.

Once the District has developed a final Water Management Plan, each municipality will be required to develop its own Water Management Plan that is consistent with the District's Plan. Falcon Heights actually falls within the boundaries of three watersheds, Capitol Regions Watershed District, Middle Mississippi River Water Management Organization, and Rice Creek Watershed District.

Please let me know if you would like to discuss these issues and their implications for the City of Falcon Heights.

Sincerely,

Howard R. Green Company



Terry J. Maurer, P.E.



CONSULTING PLANNERS
LANDSCAPE ARCHITECTS
300 FIRST AVENUE NORTH
SUITE 210
MINNEAPOLIS, MN 55401
612-339-3300 PHONE
612-337-5601 FAX

DATE: June 19, 2000
TO: Heather Worthington
City Administrator
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113-5594
Telephone: 651-644-5050
Fax: 651-644-8675

Post-it® Fax Note	7671	Date	6/19/00	# of pages	2
To	HEATHER WORTHINGTON		From	WALLY CASE	
Co./Dept	CITY OF FALCON HEIGHTS		Co.	DSU	
Phone #		Phone #	612-339-3300		
Fax #	651-644-8675		Fax #		

FROM: John Shardlow/Wally Case
RE: Capitol Region Watershed District
Draft Watershed Management Plan

We have reviewed the excerpts from the Draft Watershed Management Plan for the Capitol Region Watershed District and have the following comments.

The plan's primary focus is on planning and managing storm water, ponds, lakes and flowages, ground water recharge, as well as wetland preservation, restoration and creation in fully built communities. As the plan indicates, there will be opportunities for new and/or restored wetlands, ponds and surface drainage systems and retrofitting as these communities redevelop. However, these opportunities may be limited in scope, effectiveness and timeliness, and they will entail a variety of costs and trade offs.

Taking advantage of these opportunities will require a carefully planned and integrated approach. In addition, some of the most significant opportunities may require the City's participation in larger multi-jurisdictional projects. Implementing an effective and integrated system will require the cooperation and coordination of the affected jurisdictions and agencies as well as funding assistance from the Watershed District. Funding assistance will be essential for education, planning, design and implementation of retrofitting efforts, and pond/wetland creation and restoration during redevelopment.

The following Issue Statements identified in the plan will involve a number of planning, cost, political and management issues and decisions affecting the City.

- A. Como Lake
 - 1. Involves a shared responsibility to manage local storm water entering the intra-community storm system impacting this community resource.

B. Ground Water Quality Protection

1. Involves local land use controls and management of sensitive uses, geologically sensitive areas and protection of sensitive parts of the storm system.

C. Mississippi River - Stormwater Permitting and Resource Management

1. Involves shared responsibility to reduce/manage local urban runoff pollution entering the regional system.

D. Trout Brook System

1. May involve shared responsibility for maintenance and improvements to the intra-community stormwater system.

E. Urban Redevelopment

1. Urban redevelopment is a major opportunity to create and manage stormwater systems as open space and development amenities and to include ponds, wetlands, infiltration areas, natural vegetation areas, etc.
2. There may be significant costs (capital, social, environmental) associated with the reduction of developable land and related intensification of land uses.
3. The affected communities will need to envision, establish goals and policies, plan and regulate for both the short and long term creation and management of open space amenities incorporating drainage, ponding, infiltration and wetland systems.

F. Utilizing Urban Best Management Practices and Retrofitting

1. Implementing successful best management practices involves educating and enlisting the cooperation of the communities and stakeholders.
2. There may be significant costs and conflicts associated with managing stormwater and retrofitting in a fully built community. There will be a need for cooperation and planning creative, integrated and innovative solutions.

G. Wetland Restoration and Protection

1. There may be limited opportunities to create and manage wetlands as amenities during redevelopment.
2. There will be a need to plan and regulate (wetland/other ordinances) for both the short and long term creation and management of open space amenities incorporating drainage, infiltration and wetland systems.

Please call at 612-339-3300 if you have questions.

DAHLGREN, SHARDLOW AND UBAN, INC.

Sincerely,

Wally Case, ASLA

William L. Downing, Ph. D.
Professor Emeritus, Hamline University
1834 Simpson Street, Falcon Heights, Minnesota 55113-6143. Phone and Fax 651-644-9625
38067 Forest Lane, Grand Rapids, Minnesota 55744. Phone and Fax 218-326-4730
email: wdowning@uslink.net

June 8, 2000

The Honorable Sue Gehrz, Mayor,
City of Falcon Heights
2077 Larpenteur Avenue W.
Falcon Heights, MN 55113

Dear Mayor Gehrz:

The City of Falcon Heights should soon be receiving a letter regarding Public Participation in the Como Lake Strategic Planning Process—if it has not arrived already. The letter will be describing three Committees that are to be formed, and from these Committees there will be produced a comprehensive strategic plan for Como Lake. The letter will ask the City of Falcon Heights to appoint one member to the group, and I suggest that I be the person appointed. As you and the City Council know, I was helpful in bringing about the formation of the Capitol Region Watershed District, and it is that Watershed District that will be receiving the comprehensive plan when completed. I am a freshwater biologist, and have considerable background in lake water quality. I live in the quadrant of Falcon Heights that has its storm sewers end up in Gottfried's Pit, which is then pumped into Como Lake.

The planning group is to be made up of three committees:

- Advisory Group, the steering committee of the entire strategic planning process.
- Data Collection and Management Task Force, consisting of technical persons.
- Public Outreach Task Force, to interface with the public.

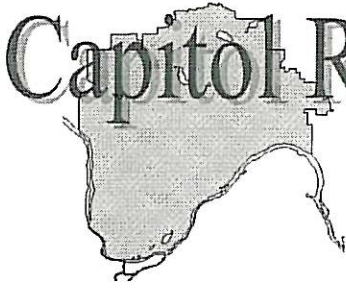
I believe I would be of greatest value as a member of the Advisory Group. The first meeting is scheduled for June 26 from 3:30 to 6:00 p. m., so it will be necessary for Falcon Heights to make its appointment fairly rapidly.

The City Administrator tells me that the City Council intends to discuss aspects of the Capitol Region Watershed District on June 28, and I would like to be present to hear that discussion. I believe it is the best interests of Falcon Heights to keep abreast of the Watershed District, so I can probably fulfill that kind of liaison as well.

Sincerely yours,



Capitol Region Watershed District



2015 Rice Street, Roseville, MN 55113-6814
Phone: 651-488-1476, ext 14
FAX: 651-488-3478

June 19, 2000

Heather Worthington
City Administrator
City of Falcon Heights
2077 Larpenteur Avenue W.
Falcon Heights, MN 55113-5551

Dear Ms. Worthington:

The Capitol Region Watershed District is creating a public participation process to assist in the development of a strategic plan for Como Lake. The process to create a comprehensive strategic plan for Como Lake will merge existing water management data and local citizen concerns and efforts. The format for citizen efforts includes the creation of an Advisory Group and two task forces--a Data Collection and Management Task Force and a Public Outreach Task Force.

The Advisory Group is a steering committee for the entire strategic planning process. The role of this committee is to identify key objectives for this Group and the task forces. It will develop a list of issues to be addressed, prioritize issues and management concerns, generate options for management, develop a list of implementation scenarios, create an evaluation and monitoring procedure for implementation, consider funding sources and assist in writing the Strategic Plan.

The Data Collection and Management Task Force will review and evaluate existing watershed and water quality information and provide feedback regarding issues, management concerns and implementation steps.

The Public Outreach Task Force will assist the Advisory Group in the identification and prioritization of issues, management concerns, implementation steps and will assist in communicating information to other interested community groups not directly involved in this process.

As stated in earlier conversations, we would like to have a representative from your organization on the Advisory Group. Our first meeting is scheduled on Monday, July 17 from 4:30-7:00 p.m. at Falcon Heights City Hall in the Council Chambers, located at 2077 Larpenteur Avenue. Please call Bev Stark, 651-488-1476, x14, (by July 3, if possible), and let her know who your representative will be so that we can send an invitation to them with meeting materials. Diane Lynch, Project Facilitator, will be contacting the member before the first meeting as well.

Thank you for you interest and participation in this important project.

Sincerely yours,

A handwritten signature in blue ink, appearing to read "Tom Petersen".

Tom Petersen
Interim District Administrator

ITEM DESCRIPTION: **Employee retention and recognition plan**

SUBMITTED BY: **Heather Worthington, City Administrator**

EXPLANATION/DESCRIPTION:

I am requesting that the following staff receive an increase in salary and benefits. I am also requesting that the Council change the titles of two staff members to better reflect their duties.

As the Council is aware, this is a very tight labor market, and as such, I see the need to retain our excellent employees through the use of incentive compensation. Replacement of these employees would represent a significant cost to the City through search process expenditures, and potential loss of service due to unfilled positions. This measure is important to our current and future retention of good workers.

Title Change and Step Increase: Director of Public Works and Parks Maintenance to Director of Parks and Public Works, increase to Step 4.

Title Change and Salary Increase: City Accountant to Finance Director, and 6% salary increase.

Merit Salary Increase: Deputy Clerk, 3%

Merit Salary Increase: Public Works Maintenance Worker, 3%

The total cost of these pay increases is \$6,504.87. I would recommend that these increases be paid for out of the administrative salary portion of the budget. With the position of Assistant City Administrator currently unfilled, and the salary change for the City Administrator's position, there is an additional \$37,000 available in the overall salary budget.

ACTION REQUESTED:

Discussion

Motion to approve the salary increases and title changes for the above employees.