

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

**AGENDA**  
**May 8, 2002**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:       GEHRZ \_\_\_\_ KUETTEL \_\_\_\_ LAMB \_\_\_\_  
                          LINDSTROM \_\_\_\_ TALBOT \_\_\_\_  
                          WORTHINGTON \_\_\_\_ PHILLIPS \_\_\_\_  
                          ATTORNEY \_\_\_\_ ENGINEER \_\_\_\_
- C. COMMUNITY FORUM:
- D. APPROVAL OF MINUTES:   April 24, 2002
- E. PUBLIC HEARING:   None
- F. CONSENT AGENDA:
1. General disbursements through 5/2/02, \$20,609.24  
   Payroll, 4/16/02 to 4/30/02, \$11,352.47
  2. Redefine Lindig Mini Park as a "Recreational Surface Use and Underground Storm Sewer Utility" for purposes of the Ramsey County Use Deed on the property
- G. POLICY AGENDA:
1. Establishment of a Friends of the Parks Fund
- H. UPDATE
1. Shelter at Community Park
  2. Summer Recreation Programming
- I. REPORTS FROM COUNCILMEMBERS:
- J.. INFORMATION AND ANNOUNCEMENTS:
- K. ADJOURN

***CITY OF FALCON HEIGHTS***  
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                          LINDSTROM \_\_\_\_ TALBOT \_\_\_\_  
                          WORTHINGTON \_\_\_\_ PHILLIPS \_\_\_\_  
                          ATTORNEY \_\_\_\_ ENGINEER \_\_\_\_
- C. COMMUNITY FORUM:
- D. APPROVAL OF MINUTES:   April 24, 2002     **(Tab #1)**
- E. PUBLIC HEARING:   None
- F. CONSENT AGENDA:
  - 1. General disbursements through 5/2/02, \$20,609.24  
    Payroll, 4/16/02 to 4/30/02, \$11,352.47   **(Tab #2)**
  - 2. Redefine Lindig Mini Park as a "Recreational Surface Use and Underground  
    Storm Sewer Utility" for purposes of the Ramsey County Use Deed on the  
    property   **(Tab #3)**
- G. POLICY AGENDA:
  - 1. Establishment of a Friends of the Parks Fund   **(Tab #4)**
- H. UPDATE - Bill Maertz, Parks/Public Works Director
  - 1. Shelter at Community Park
  - 2. Summer Recreation Programming
- I. REPORTS FROM COUNCILMEMBERS:
- J. INFORMATION AND ANNOUNCEMENTS:
- K. ADJOURN

**DRAFT**

City of Falcon Heights  
Council Minutes  
April 24, 2002

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

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

COMMUNITY FORUM: There was no one present who wished to speak before the council.

MINUTES: The minutes of April 10, 2002 were approved with two minor corrections of dates.

CONSENT

Councilmember Kuettel moved to approve the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll
2. Licenses
3. City Administrator Compensation Increase

POLICY

Adoption of a new Right of Way Ordinance for Falcon Heights

Administrator Worthington summarized the reasoning for this new ordinance and said it was to ensure that streets, alleys and boulevards in the city are properly repaired by a public utility company or a residential contractor who find it necessary to cut into the right of way. The ordinance was discussed at length at a previous council meeting. Worthington had notified the utility companies and sewer contractors that had previously worked in the city to advise them of this new ordinance and asked them to review it and send their comments. Two contractors responded. After brief questions, councilmember Lamb made a motion to approve Ordinance 02-01, the Summary Ordinance for publication, and the Permit Fee schedule. The motion passed unanimously.

Authorization of rent increase for Minnesota Pollution Control Agency

Administrator Worthington said the agency uses space in the public works garage for a monitoring site and has not had a rent increase in over 10 years. Staff is recommending that council approve an increase of \$50.00 per month to a total monthly rent of \$350.00. Councilmember Lindstrom moved to approve this increase. The motion passed unanimously.

Re-establishment of the existing election precincts

Election coordinator, Kathy Ciernia, appeared before council and said by law, council must re-establish the election precincts by April 30, 2002. When the district boundaries shifted from District 54 to District 66, luckily the city was kept intact so the city must only re-establish the two precincts. Ciernia said a resolution to this effect has to be approved and submitted to Ramsey County. Councilmember Talbot

moved to approve resolution 02-10 re-establishing election precinct boundaries that were created in 1992. The motion passed unanimously.

#### REPORTS FROM COUNCILMEMBERS

Councilmember Lindstrom said the Planning Commission received a report from Deb Jones, planning and zoning coordinator, with respect to the zoning code's 75% maximum lot coverage. Lindstrom said further reports and discussions will have to be held by the Planning Commission and a proposal will be forthcoming to the council.

Councilmember Kuettel said the Human Rights Commission did meet on April 16 and another meeting will be scheduled soon.

Councilmember Talbot updated council on items of interest from the cable commission. Mayor Gehrz announced that Talbot was appointed the new chairperson of the cable commission.

Mayor Gehrz mentioned the North Suburban Gavel Association's Outstanding Leadership Award banquet is to be held May 9<sup>th</sup> at the Roseville Skating Center.

Gehrz also said Metro Transit is eliminating or cutting back 29 bus routes and will hold five public hearings. The public is encouraged to attend and more information can be obtained on their website or by calling Metropolitan Council.

Gehrz also said the Neighborhood Commission held their first meeting on April 16. Gehrz said they are a high energy, active commission and already have a draft of a handbook for Neighborhood Liaisons and will be recruiting and training additional neighborhood liaisons.

Administrator Worthington said National Youth Service Day will be on Friday, April 26. Fifty to sixty high school students will be meeting at city hall and dispersed throughout the city to do various chores. Worthington also said city streets were swept with five sweeping machines finishing the job in one day.

#### ADJOURN

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Pat Phillips  
Deputy Clerk

CONSENT 1  
Meeting Date: 5/8/02

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, Finance Director

EXPLANATION/SUMMARY:

1. General disbursements through 5/2/02, \$20,609.24
2. Payroll, 4/16/02 to 4/30/02, \$11,352.47

ACTION REQUESTED: Approval

APPROVAL OF BILLS  
 PERIOD ENDING: \_5-2-02\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	CASH	DELIVERY WORKSHOP LUNCHS	LEGISLAT	3.00
41133	GAVEL ASSOCIATION	LEADERSHIP RECOG DINNER	LEGISLAT	35.00
	LEAGUE OF MN CITIES	2002 LMC ANNUAL CONF	LEGISLAT	315.00
	*** TOTAL	FOR DEPT 11		353.00
	AMERICAN OFFICE PRODUCTS	SLANT FILE/HORIZONTAL FI	ADMINIST	79.32
	AMERICAN OFFICE PRODUCTS	INK JET CARTRIDGES	ADMINIST	76.65
	AMERICAN OFFICE PRODUCTS	POST IT NOTES/MISC SUPPL	ADMINIST	38.16
	AMERICAN OFFICE PRODUCTS	DISKETTES/ADDING TAPE	ADMINIST	76.91
41128	CITY OF GOLDEN VALLEY	COURSE EXPS 4 EMPLOYEES	ADMINIST	136.00
	CASH	DISPOSALS OF OLD COMPUTR	ADMINIST	17.00
	CASH	KITCHEN SUPPLIES	ADMINIST	20.25
	CASH	COMMUNICATION SEMINAR	ADMINIST	11.46
	CASH	MEETING EXPS	ADMINIST	6.26
	INSTY-PRINTS PLUS	WINDOW ENVELOPES F.H.	ADMINIST	146.14
	MN WOMEN IN CITY GOVT	2002 MEMBERSHIP	ADMINIST	25.00
	LEAGUE OF MN CITIES	2002 LMC ANNUAL CONF-HEA	ADMINIST	315.00
	METROPOLITAN AREA MANAGE-	APRIL MEETING EXPS	ADMINIST	16.00
	MN CITY/COUNTY MANAGEMENT	ANNUAL MEMBERSHIP 2002	ADMINIST	80.00
	NCPERS GROUP LIFE INS	MAY/02 PHILLIPS	ADMINIST	12.00
41132	PERA	APR 16-30 PERA WITHHOLDG	ADMINIST	1,268.11
	ROSEVILLE ROTARY CLUB	DUES/MEALS (APR-JUNE)	ADMINIST	256.00
	U.S. POSTMASTER	BULK MAIL PERMIT	ADMINIST	125.00
	*** TOTAL	FOR DEPT 12		2,705.26
	FBN, INC	E-MAIL ATTACK REPAIRS	COMMUNIC	552.50
	MCI WORLDCOM RES SVC	LONG DISTANCE CHRGS	COMMUNIC	11.95
	LILLIE SUBURBAN NEWSPAPER	FIREFIGHTER AD	COMMUNIC	158.40
	*** TOTAL	FOR DEPT 16		722.85
	DEBORAH JONES	MILEAGE REIMBURSEMENT	PLANNING	97.53
	*** TOTAL	FOR DEPT 17		97.53
	CASH	TREATS FOR COMMISSON MTG	EMERGENC	10.99
	HAR MAR LOCK & SVC CTR	EXTRA KEYS FOR CITY HALL	EMERGENC	24.50
	MINNCOMM	MAY/02 PAGERS	EMERGENC	32.20
	XCEL ENERGY	ELECT 4/19	EMERGENC	6.28
	KINKO'S INC.	STAFF ID BADGES	EMERGENC	35.15
	KINKO'S INC.	NEIGHBRHD COMMISSON SUPP	EMERGENC	49.74
	*** TOTAL	FOR DEPT 21		158.86
	N. SUBURBAN TOBACCO COMPL	TOBACCO COMPLIANCE	POLICE	44.05
	*** TOTAL	FOR DEPT 22		44.05
	BEARCOM	REPAIR RADIO	FIRE FIG	87.00
	BEAM OPITCAL	GLASS FOR AIR MASK	FIRE FIG	149.00
	EMERGENCY APPARATUS MAINT	757 AERIAL BOOM HYDAULIC	FIRE FIG	189.29
	MINNESOTA AMBLUANCE ASSOC	1ST RESPONDER MEMBERSHIP	FIRE FIG	75.00
	SUPERAMERICA	FUEL	FIRE FIG	42.79
	*** TOTAL	FOR DEPT 24		543.08
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	17.06
	BOARD OF WATER COMMISSNRS	S.S.	CITY HAL	11.69

APPROVAL OF BILLS  
 PERIOD ENDING: \_5-2-02\_

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	HOME DEPOT CRC/GECF	BATH FLOOR REPAIR/FIREHA	CITY HAL	30.00
	HOME DEPOT CRC/GECF	REFUSE TRASH BINS	CITY HAL	25.48
	M-75 BUILDING MAINTENANCE	APR/02 CLEANING SVCS	CITY HAL	221.41
	VERIZON WIRELESS	CELL PHONES	CITY HAL	24.99
	*** TOTAL FOR DEPT 31			330.63
	CITY OF FRIDLEY	MUTUAL AID PUBLIC WORKS	STREETS	10.00
	CASH	POP FOR STUDENT VOLUNTRS	STREETS	30.27
	TRUGREEN-CHEMLAWN	LANDSCAPE BED WEEDCONTRL	STREETS	719.31
	GOPHER SIGN COMPANY	4 STREET SIGNS/1 STOP SI	STREETS	123.66
	ONE CALL CONCEPTS, INC	ONE LOCATE	STREETS	1.55
	GRAINGER, W. W., INC.	STREET LIGHT LAMPS	STREETS	131.24
	SCHARBER & SONS	MOWER PARTS	STREETS	78.58
	SUPERAMERICA	FUEL	STREETS	175.47
41130	PAPAJOHNS PIZZA	PIZZA;VOLUNTEER STUDENTS	STREETS	108.87
	*** TOTAL FOR DEPT 32			1,378.95
	MIDWEST ARBORIST SUPPLIES	6 MEASURING TAPES	TREE PRO	99.00
	MIDWEST ARBORIST SUPPLIES	4 MEASURING TAPES	TREE PRO	74.50
41130	PAPAJOHNS PIZZA	PIZZA;VOLUNTEER STUDENTS	TREE PRO	55.00
	*** TOTAL FOR DEPT 34			228.50
	BOARD OF WATER COMMISSNRS	H20	PARK & R	10.88
	BOARD OF WATER COMMISSNRS	S.S.	PARK & R	23.38
	MN RECREATION PARK ASSOC	NEW MEMBERSHIP	PARK & R	50.00
	NCPERS GROUP LIFE INS	MAY/02 MAERTZ	PARK & R	16.00
	XCEL ENERGY	ELECT 4/19 PROTECTIVE LI	PARK & R	43.96
41129	UNITED RENTALS	RENTAL OF ROLLER & TRLR	PARK & R	353.59
	QWEST	TELE 4/22	PARK & R	113.15
	VASKO RUBBISH REMOVAL	RUBBISH REMOVAL PARKS	PARK & R	236.00
	*** TOTAL FOR DEPT 41			846.96
	E-Z RECYCLING, INC.	APR/02 RECYCLING	SOLID WA	2,559.40
	*** TOTAL FOR DEPT 56			2,559.40
	COLLEGIATE PACIFIC INC	NEW SOCCER NETS	PUBLIC W	798.56
	*** TOTAL FOR DEPT 65			798.56
41131	BRIGGS AND MORGAN	NONTIF FUNDS/LEGAL FEES	INFRASTR	3,000.00
	*** TOTAL FOR DEPT 71			3,000.00
	MIKE McPHILLIPS INC	SPRING STREET SWEEPING	STORM DR	5,579.50
	KINKO'S INC.	MAPS OF STORM SEWER SYST	STORM DR	48.78
	*** TOTAL FOR DEPT 76			5,628.28
	CAROLE L. SMITH	MAY 1-15 PROF SVCS	MCAD	1,213.33
	*** TOTAL FOR DEPT 84			1,213.33
	*** TOTAL FOR BANK 01			20,609.24
	*** GRAND TOTAL ***			20,609.24

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	4 26 02	6 SUSAN GEHRZ	31774	303.12
COM	4 26 02	12 LAURA A. KUETTEL	31775	277.05
COM	4 26 02	13 PETER C. LINDSTROM	31776	277.05
COM	4 26 02	14 RICHARD P TALBOT JR	31777	277.05
COM	4 26 02	15 ROBERT E LAMB	31778	277.05
COM	4 26 02	34 CLEMENT KURHAJETZ	31779	280.63
COM	4 26 02	35 LEO LINDIG	31780	64.64
COM	4 26 02	42 MICHAEL D CLARKIN	31781	108.52
COM	4 26 02	74 MARK J ALLEN	31782	64.64
COM	4 26 02	82 DUSTIN P THUNE	31783	64.64
COM	4 26 02	85 DANIEL S JOHNSON-POWERS	31784	54.64
COM	4 26 02	1003 HEATHER WORTHINGTON	31787	1395.72
COM	4 26 02	1007 PATRICIA PHILLIPS	31788	1072.85
COM	4 26 02	1013 WILLIAM MAERTZ	31789	1516.77
COM	4 26 02	1033 DAVE TRETSEVEN	31790	1090.52
COM	4 26 02	1038 DEBORAH K JONES	31791	789.76
COM	4 26 02	1039 CRAIG A STIER	31792	255.08
COM	4 26 02	1103 DIANE MEYER	31793	572.44
COM	4 26 02	1136 ROLAND O OLSON	31794	1339.54
COM	4 26 02	1143 COLIN B CALLAHAN	31795	427.31
COM	4 26 02	1173 ELIZABETH M POSTIGO	31796	355.62
COM	4 26 02	1178 PETER M FISCHER	31797	176.52
COM	4 26 02	1181 LEAH A BICKLER	31798	124.67
COM	4 26 02	1184 MATTHEW W KRIEGLER	31799	186.64

COMPUTER CHECKS	11352.47
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

\*\*\*\*\*TOTALS\*\*\*\*\* 11352.47



Consent 2  
5/8/02

**ITEM:** Redefine Lindig Mini Park as a “Recreational Surface Use and Underground Storm Sewer utility” for purposes of the Ramsey County Use Deed on the property

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

**REVIEWED BY:** Roger Knutson, City Attorney

**EXPLANATION:**

Summary: Last year, the Council officially recognized the Lindig Mini-Park as part of the city’s park system. This was in response to a request from Ramsey County’s Property Records and Revenue department that the city define the use of that tax forfeited parcel more clearly.

Staff submitted a letter to them, as well as a copy of the minutes from that meeting. Staff did not hear back from the County, and assumed that the matter was resolved.

In late March, the City received a letter from Ramsey County, this time from Kristine Kujala, Supervisor of the Tax Forfeited Lands department, notifying us that the County did not find our definition of that area as a park acceptable. Since the County could not define “park” for the purposes of the use deed, Ms. Kujala decided to let the city change the use deed to “recreational surface use and underground storm sewer utility”. This requires the filing of paperwork, and the payment of a fee totaling \$52.30. To complete the process, the council must take action and pass a resolution authorizing the re-conveyance to the State of Minnesota, and then file an application for a new use deed to Ramsey County. Upon completion of these steps, the County will re-convey the property to Falcon Heights.

**ATTACHMENTS:**

Letter from Jim Carroll, Property Manager, Ramsey County Tax Forfeited Lands, April 12, 2001  
Letter to Jim Carrol, June 18, 2001  
Letter from Kristine Kujala, March 29, 2002  
Letter from Kristine Kujala, April 3, 2002  
Council minutes, May 16, 2001  
Background on Lindig Mini Park  
Resolution 02-11

**ACTION REQUESTED:**

Adoption of Resolution 02-11, authorizing the re-conveyance and application for a new use deed on the Lindig Mini Park.



## Property Records and Revenue

Richard J. Wendt, Division Manager

620B Government Center West  
50 West Kellogg Boulevard  
St. Paul, MN 55102-1557

Fax: 651-266-2210

April 12, 2001

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

Re: Review of Use Deed parcels

Dear Ms. Hoyt,

The Ramsey County Tax Forfeited Lands section has recently conducted a field review of properties conveyed by Use Deed that are located in your city. Through this review we have determined that the parcels referred to in the enclosed information are **not** being used for their stated public purpose. A data sheet with an accompanying map for each of these parcels has been enclosed for your reference.

Pursuant to Minnesota Statutes, section 282.01, subd. 1d, "when a governmental subdivision to which tax-forfeited land has been conveyed for a specified public use, fails to put the land to that use, or to some other authorized public use, or abandons that use, the governing body of the subdivision shall authorize the proper officers to convey the land, or the part of the land not required for an authorized public use, to the State of Minnesota".

The following options are available to the City to resolve this issue; 1) begin using the property for its stated public purpose – effective immediately, 2) re-convey the property to the State of Minnesota, 3) apply for a Change of Use for the property, or 4) re-convey the property and purchase it at its current market value.

I would like to schedule a meeting with you to discuss the options that the Tax-Forfeited Lands section has listed above regarding the Use Deed process. Please contact me at (651) 266-2079 to schedule a time that is convenient for you.

Thank you for your prompt attention to this matter.

Sincerely,

Jim Carroll  
Property Manager  
Ramsey County Tax Forfeited Lands



CITY OF  
**FALCON HEIGHTS**

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2077 W. LARPELLE AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 644-5050 FAX (651) 644-8675

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June 18, 2001

Jim Carroll  
Property Manager  
Ramsey County Tax Forfeited Lands  
620B Government Center West  
50 W. Kellogg Blvd.  
St. Paul, MN 55102-1557

RE: PIN 16-29-23-34-0040

Dear Mr. Carroll:

Thank you for your letter of April 12, 2001, and our subsequent phone conversation regarding the disposition of the Lindig Mini Park, located at the end of the Lindig cul de sac.

I have enclosed a copy of the minutes of the May 16, 2001 City Council meeting, at which a motion to formally recognize the land as a recreational park was made and unanimously approved. This motion reiterated the city's long standing use of the lot as a greenspace and informal park where children frequently play pick-up games.

In addition, the city is adding a park sign notifying residents that this is a park, and our park policies.

Again, thank you for drawing this matter to our attention. If I can be of further assistance, please do not hesitate to contact me at 651/644-5050 or via e-mail at [hworthington@ci.falcon-heights.mn.us](mailto:hworthington@ci.falcon-heights.mn.us).

Warmest regards,

Heather Worthington  
City Administrator

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HOME OF THE MINNESOTA STATE FAIR AND THE U OF M ST. PAUL CAMPUS

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PRINTED ON RECYCLED PAPER



## Property Records and Revenue

Richard J. Wendt, Division Manager

620B Government Center West  
50 West Kellogg Boulevard  
St. Paul, MN 55102-1557

APR 1 2002

Fax: 651-266-2210

March 29, 2002

Ms. Susan Hoyt  
City of Falcon Heights Administrator  
2077 Larpenteur Ave. W.  
Falcon Heights MN 55113

Re: Non-compliant Use Deeds

Dear Ms. Hoyt:

You have been in contact with Jim Carroll, property manager, with Ramsey County Tax Forfeited Lands regarding non-compliant Use Deeds located in your City. We have reviewed the information provided by your office and find that the current use of the property, PIN: 16-29-23-34-0040, does not comply with the original purpose stated in the conveyance. For further clarification we have met with the Department of Revenue to ask their opinion. The Department of Revenue concurs with our office and does not think that the property constitutes a public park.

Minnesota Statutes section 282.01, subs. 1d and 1e, state that "the governing body of the subdivision shall authorize the proper officers to convey the land, or the part of the land not required for an authorized public use, to the State of Minnesota" and if not re-conveyed in accordance with subd. 1d, "the commissioner of revenue shall by written instrument declare the land to have reverted to the state, and shall serve a notice of reversion with a copy of the declaration by certified mail upon the clerk or recorder of the governmental subdivision concerned.

If the property is not re-conveyed to the State of Minnesota according to subd. 1d, we plan to notify the commissioner of revenue to file a declaration of reversion. Of course, you still have several options available to you other than the Use Deed. You can purchase the property for its current market value or apply for a new use deed with a new public use. In order to resolve this issue in a timely matter, please contact me within the next 30 days to discuss your options. My phone number is (651) 266-2081.

Thank you for your time and consideration in this matter.

Sincerely,

Kristine A. Kujala, Supervisor  
Tax Forfeited Lands



## Property Records and Revenue

Richard J. Wendt, Division Manager

620B Government Center West  
50 West Kellogg Boulevard  
St. Paul, MN 55102-1557

APR 08 2002

Fax: 651-266-2210

April 3, 2002

Ms. Heather Worthington  
City of Falcon Heights Administrator  
2077 Larpenteur Ave. W.  
Falcon Heights MN 55113

Re: PIN: 16-29-23-34-0040

Dear Ms. Worthington:

Thank you for your phone call and discussion regarding the tax forfeited parcel, PIN: 16-29-23-34-0040, currently on a Use Deed for a park. I apologize for the misunderstanding between you and Jim Carroll thinking this issue had been settled. After our conversation it was clear that the definition of a park could be debated indefinitely, but would not be an efficient use of our time. I am pleased we were able to find a successful resolution.

Enclosed please find the appropriate forms necessary for re-conveyance of the property to the State of Minnesota and a Use Deed application. It is my understanding that the new use will be for an underground storm sewer and surface recreational purposes. Along with the forms, we will need a certified copy of your City Council resolution authorizing the re-conveyance and Use Deed. There are fees required in order to record both documents and they total xxx.xx. The check would be made payable to Ramsey County. Also, sample documents have been enclosed for reference.

Thank you for your time and consideration devoted to this matter, and I look forward to working with you in the future. If you have any questions, please do not hesitate to call me at (651) 266-2081.

Sincerely,

Kristine A. Kujala, Supervisor  
Tax Forfeited Lands

City of Falcon Heights  
City Council Minutes  
May 16, 2001

The meeting was called to order by Mayor Gehrz at 7:00 p.m.

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

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


APPROVAL OF MINUTES: The minutes of April 25, 2001 were approved.

#### CONSENT AGENDA

Councilmember Kuettel moved to approve the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll.
2. Licenses
3. Adoption of chair schedule for the Board of Water Commissioners for the St. Paul Water Utility
4. Authorization for staff to plant sod in place of the prairie that currently exists near the city hall building and fire station for safety reasons

#### POLICY AGENDA

 Request a motion to formally include the Lindig Mini Park in the Falcon Heights park system on a permanent basis

Administrator Worthington said a tax forfeit city lot was acquired by the city in the late 1970's and has been used as an informal park where neighborhood children play games. Ramsey County notified the city that in their field review of properties, this parcel appeared as not being used for its stated public purpose. The city maintains this parcel but Worthington noted that it had never been formally dedicated as park land and a sign indicating such was not in place. After brief discussion, councilmember Talbot moved to formally dedicate this lot and include it in the city's park system, and to install a small sign indicating that it is park land. The motion passed unanimously.

Request for authorization to contract with Short Elliott Hendrickson to conduct a Property Redevelopment Eligibility Assessment

Administrator Worthington explained that our consultant at Ehlers & Associates had recommended the city conduct a property redevelopment eligibility assessment as part of the redevelopment process for the Southeast corner of Snelling and Larpenteur.

All of the data collected will be entered into a GIS system and would then be available to the city for future projects and would be compatible with the city's GIS system. Worthington said the city expects to be able to recover these costs in a subsequent development agreement after a developer is chosen for the project. Request for proposals were sent out and staff recommends the contract be awarded to SEH at a cost of \$7,600.00. After brief discussion, councilmember Kuettel moved to contract with SEH for this property redevelopment eligibility assessment of the Southeast corner. The motion passed unanimously.

Proclamation of June 12 through June 16 as "Arabian Nights in Falcon Heights" for the Region 10 Championship Arabian Horse Show to be held at the State Fairgrounds

Mayor Gehrz said the International Arabian Horse Association expects 500 horses to compete in this year's regional show and requested the mayor to declare the evenings of June 12-16 as "Arabian Nights in Falcon Heights" to honor the out-of-state and in-state exhibitors who will participate in the show. The mayor read the proclamation and councilmember Lindstrom made a motion to proclaim the evenings of June 12-16, 2001 as "Arabian Nights in Falcon Heights". The motion passed unanimously.

Council appointment to fill the vacancy left by resignation of John Hustad

Mayor Gehrz explained the application process for appointment to the council seat due to the resignation of John Hustad. Gehrz said eleven people applied and gave short presentations and the reasons and qualifications for serving on the city council. The council then voted for seven finalists who were interviewed on May 9 or May 10. The councilmembers each voted for the one person they felt had the best qualifications. Mayor Gehrz then asked each councilmember to announce their selection and the reason for it. The mayor and all councilmembers unanimously voted for Robert Lamb. Councilmember Kuettel moved to appoint Robert Lamb to fill the vacancy left by the resignation of John Hustad whose term expires December 31, 2001. The motion passed unanimously.

Appeal of Zoning Administrator's decision by Bruce Callahan, 1437 Idaho Ave. West, in the matter of a garage site plan review

Administrator Worthington said Mr. Callahan submitted two different site plans for a new garage and was subsequently notified that the plans he submitted did not comply with the zoning code. Worthington offered to process a variance request for Mr. Callahan but he declined. Mr. Callahan advised Worthington that he wished to appeal to the Planning Commission for their review and recommendation which process is covered in Chapter 9-15.02, Subd. 3. Councilmember Lindstrom made a motion that Callahan's

appeal be referred to the Planning Commission at their May 22, 2001 meeting. The motion passed unanimously.

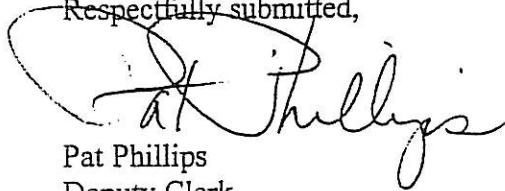
#### INFORMATION AND ANNOUNCEMENTS

Mayor Gehrz publicly thanked John Hustad for his many years of service to the city as a solid waste commission member and as a member of the council. His guidance and expertise in many areas were invaluable.

#### ADJOURN

The meeting adjourned at 8:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Pat Phillips". The signature is written in black ink and is positioned above the typed name and title.

Pat Phillips  
Deputy Clerk



Open Space

- serve citywide functions, but development is limited and recreational potential is limited to passive activities such as nature study, hiking, etc.

For additional classification standards and size data refer to pages 43 through 47 for park component information.

TABLE 6  
FALCON HEIGHTS PARKS BY CLASSIFICATION

Facility	Acreage	Park Classification
Community Park	14.50	Community Park
Idaho/Snelling	1.40	Mini/Neighborhood
University Grove	2.00	Neighborhood
Garden	2.00+	Undeveloped/Neighborhood
Lindig Mini	.17	Undeveloped/Mini
TOTAL	20.07	

Source: Barton-Aschman Associates, Inc.

#### Individual Park Inventory and Assessment

The following pages outline an inventory of facilities and features of each park within the Falcon Heights Park System. Descriptions include the park's location, size, current classification and statements as to its physical and development character. In addition, notes and comments pertaining to its use and condition are included.

A more detailed list of problematic conditions and opportunities will be identified in the "Needs and Demand Analysis" chapter. Specific Recommendations will be addressed in the "Goals and Policies" and "Facility Improvements" chapters.

Lindig Mini-Park

Location: Lindig Street Cul-de-sac

Size: 0.17 Acres (Undeveloped)

Classification: Mini-Park

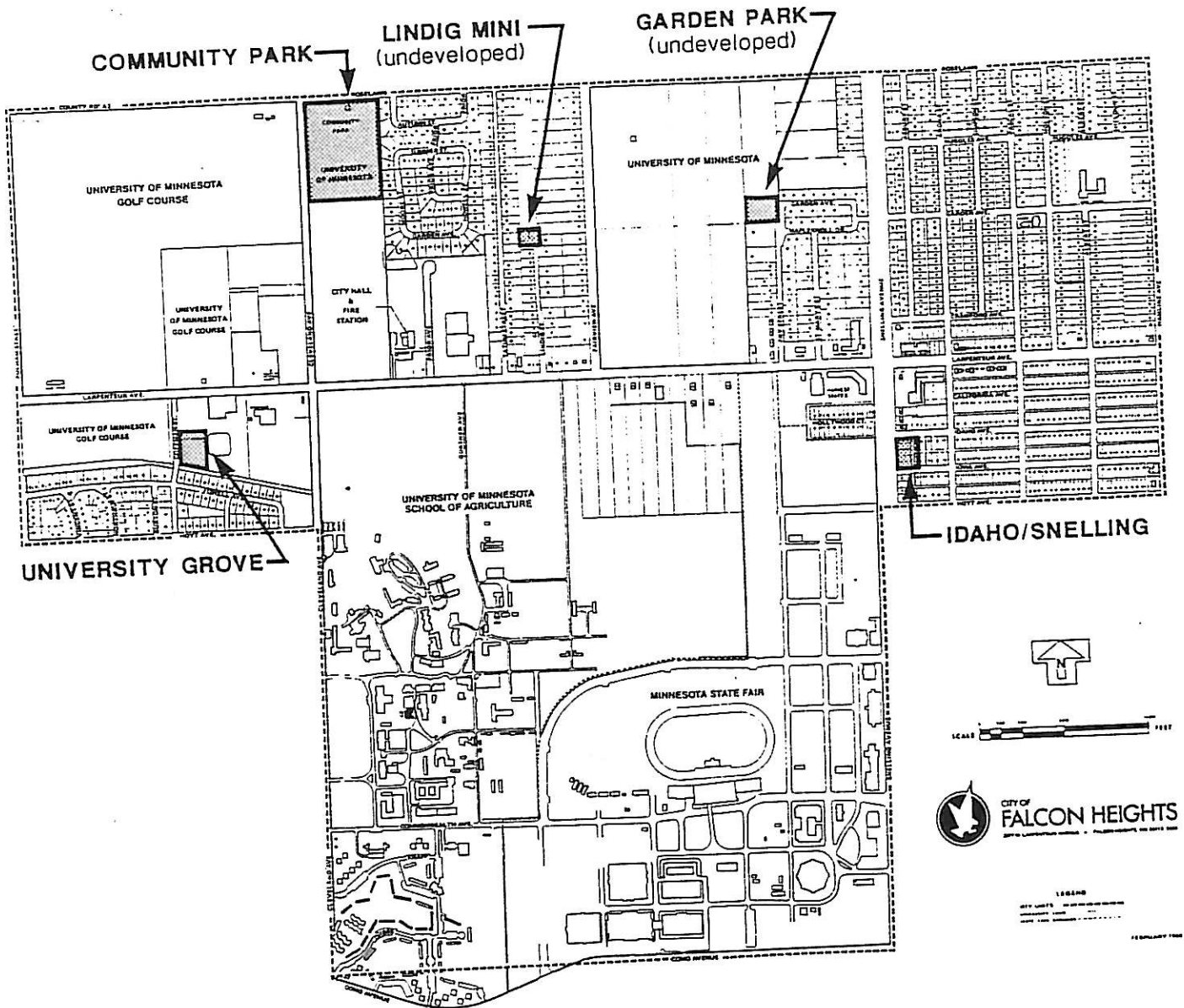
Physical Features: Flat, open ground.

Vegetative Features: Mowed grass yard with perimeter shrub plantings.

Adjacent Land Use: Residential

Existing Facilities: None

Notes and Comments: Lindig Mini-Park is currently used by residents in the Lindig Street neighborhood as a unstructured open play, ball field. The city presently maintains the grass. Potential exists for a Lindig Street extension bikeway/pathway north of the cul-de-sac to Roselawn. Further analysis and needs assessment will determine future facilities.



**Park and Recreation Plan**  
 City of Falcon Heights, Minnesota

**FIGURE 3**  
**EXISTING PARK LAND**

**b**

Revised

CITY OF FALCON HEIGHTS

No. 02-11

COUNCIL RESOLUTION

Date: May 8, 2002

**RESOLUTION AUTHORIZING STAFF TO FILE A RE-CONVEYANCE REQUEST AND USE DEED WITH RAMSEY COUNTY FOR PROPERTY LOCATED ON LINDIG STREET, PIN 16-29-23-34-0040, A TAX FORFEITED PROPERTY**

WHEREAS The City of Falcon Heights has operated said land as a park; and

WHEREAS The City intends to utilize said property as a recreational use for residents; and

WHEREAS The City has located a stormwater utility underground on this site, making the possibility of future development of the site limited;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Falcon Heights, Minnesota:

The Mayor and City Administrator are authorized to sign a re-conveyance request and use deed in order to resolve the future disposition of this property with regard to taxation by Ramsey County.

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

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

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

Mayor  
May 8, 2002

KUETTEL

Date

LAMB \_\_\_\_\_ Against

LINDSTROM

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

TALBOT

City Clerk  
May 8, 2002  
Date

**ITEM:** Establishment of a Friends of the Parks Fund

**SUBMITTED BY:** Bill Maertz, Parks and Public Works Director

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

**EXPLANATION:**

Summary: The Council is being asked to approve the establishment of a “Friends of the Parks Fund”. Donations to this fund are tax deductible but donors will be advised to consult with their personal tax adviser. This fund will assure that people who want to contribute to our parks have a tool available to them.

- Donations will be held in an interest bearing account and will be used only for park and recreation purposes.
- Donations must be accepted by council vote. This can be done as routine business on the consent agenda.
- Expenditures will be based on Park Commission recommendations and Council approval.
- No funds will be used for operations or maintenance.

Background: The Park Commission was interested in creating a vehicle to help people include Falcon Heights Parks in their planned giving. Cities are prohibited from establishing a non-profit 501(c)3 corporation but research revealed that donations to an internal fund for specified purposes are tax deductible for federal and state tax purposes.

**ATTACHMENTS:**

Report from League of Cities  
Letter from city Attorney Roger Knutson  
Friends of the Parks webpage/ mailing prototype

**ACTION REQUESTED:**

Discussion  
Approve the establishment of a Friends of the Parks Fund for Falcon Heights.

Policy 2  
5/8/02

**ITEM: Appointment of Commissioners for the Solid Waste Commission**

**SUBMITTED BY: Mayor Gehrz**

**EXPLANATION:**

Summary: The Solid Waste Commission is being reactivated. It was disbanded in 1998, with the thought that it could be reinstated if the need arose in the future. With a downturn in recycling rates, and the issue of trash collection playing a prominent role in the work of the council in the next year, this is a good time to reinstate the commission. The following citizens have applied for a position, and we are recommending approval of them:

Susan Harding  
Lois Millett  
Barbara Leary  
Frank Meah  
Jeff Alexander  
Michael Barany  
James Kielsmeier

The Mayor is recommending that the above residents be appointed to three-year terms on the Solid Waste Commission, commencing with the meeting of the Commission in June, 2002.

**ATTACHMENT:**

Solid Waste Commission Standing Rules/Composition

**ACTION REQUESTED:**

Approval of the appointment of the above residents as commissioners to the Solid Waste Commission.

#### **D. SOLID WASTE COMMISSION**

1. Purpose. The purpose of the commission is to guide and plan for current and future abatement and handling of solid waste materials in the city. This is to ensure a safe, pleasant and economical environment for the city.
2. Composition & Qualifications. The commission shall consist of not less than seven nor more than nine members to be appointed by the mayor and approved by the council as follows:
  - a. Members of the commission shall be appointed according to their ability to contribute to and perform the functions, powers and duties imposed upon the commission.
  - b. The majority of the members shall be residents of Falcon Heights.
3. Terms, Vacancies, Oaths. The term of office of all commission members shall be three years. Except for appointments to fill a vacancy, an appointment in any year shall be deemed effective as of January 1 of such year for purposes of computing the term. No member shall serve more than two consecutive three year terms.

Members shall hold office until their successors are appointed. All members shall serve without compensation, but may be reimbursed for expenses as authorized and approved by the city council.
4. Removal. Commission members shall be subject to removal for cause, by a four-fifths vote of the city council. Failure to attend meetings regularly shall be one basis for removal.
5. Organization, Officers. Each commission shall elect a chairperson from among its appointed members for a term of one year. The commission shall appoint a secretary from among its members and may create and fill such other offices as determined necessary.
6. Meetings, Records, Reports. The commissions shall hold scheduled meetings not less than one per calendar quarter. They shall adopt rules for the transaction of business and shall keep written public records of resolutions, recommendations and findings. On or before February 15 of each year, the commissions shall submit to the council work reports for the preceding calendar year.
7. Commissions Duties. In fulfillment of its purpose the commission's duties and responsibilities shall be to:
  - a. develop and implement programs to raise the public's understanding of the problems created by solid waste and the opportunities of solution.

- b. recommend community objectives and policy
- c. make recommendations regarding the handling of solid waste within the city
- d. review all matters relating or affecting current and future handling of solid waste within the city
- e. draft and recommend for adoption regulations and additions or amendments to the code authorizing and empowering the enforcement of its findings relating to issues of solid waste within the city
- f. serve as a forum for citizen involvement