

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

**AGENDA**  
**December 18, 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: November 27, 2002 and December 9, 2002
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. General disbursements through 12/10/02, \$50,445.47  
    Payroll, 11/16/02 to 11/30/02, \$10,569.21  
    Payroll, 12/1/02 to 12/15/02, \$9,723.56
  - 2. Licenses  
    Ciatti's Restaurant, J's Liquor, Falcon Bowl, Pizza Hut
  - 3. Step increase for Colin Callahan, Public Works Maintenance Worker
  - 4. Variance request for a 15 foot encroachment into rear setback for an addition to the residence at 2190 Folwell Avenue
- G. POLICY AGENDA:
  - 1. Increase in Storm Sewer Rates for 2003
- H. REPORTS FROM COUNCILMEMBERS:
- I. INFORMATION AND ANNOUNCEMENTS:
- J. ADJOURN

City of Falcon Heights  
City Council Minutes  
November 27, 2002

**DRAFT**

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

PRESENT: Gehrz, Kuettel, Lamb, Lindstrom, Talbot. Also present:  
City Administrator, Heather Worthington

ABSENT: Deputy Clerk, Pat Phillips

COMMUNITY FORUM: There was no one wishing to speak before the  
council.

MINUTES: The minutes of November 13, 2002 were approved as written.

CONSENT

Councilmember Kuettel moved to approve resolution 02-22 as well as the other items  
on the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll
2. Close Special Revenue Employee Fund (203)
3. Close Debt Service 1991 Improvement Bonds Fund (312)
4. Close the Larpenteur Avenue Improvements Capital Fund (424) and  
transfer the remaining fund balance to the Debt Service 1996 TIF  
Larpenteur Bonds Fund (316)
5. Adoption of resolution 02-22 eliminating the 2003 debt levy on general  
obligation debt

POLICY

Approval of purchase of turnout gear for Fire Department

Administrator Worthington said the purchase of two coats and one pair of pants is requested by  
the Fire Department for equipping two new firefighters who recently joined the department.  
Worthington said the expenditure of \$1,575.00 would come out of the department's capital  
budget. Councilmember Talbot made a motion to approve the purchase of the coats and pants.  
The motion passed unanimously.

Update on activities and upcoming training events from the Ramsey County Homeland  
Security Advisory Committee

Mayor Gehrz gave an informational update on the activities of Ramsey County's Homeland

Security Advisory Commission. Gehrz said one of the areas that were discussed is the logistics and preparation of vaccination clinics through the Ramsey County Department of Health. These clinics would be set up, should it become necessary, for receiving smallpox vaccinations.

Gehrz also talked about the city's First Aid Fast training sessions. The first session had 39 people in attendance and the second class will be held on December 3<sup>rd</sup> at city hall. The sessions are taught by the American Red Cross and are free to the public. Gehrz recommended calling city hall to pre-register.

Gehrz mentioned that she received a response to a letter she sent to the National Safety Council regarding a pilot project for an on-line first aid training program. Gehrz' approach was that the Safety Council would offer the two hour program free to our residents in turn for the city's promoting it in city newsletters, flyers, through neighborhood liaisons, etc. and evaluating the program. Gehrz said the next step would be to find a professor willing to work with a student in market research or some related field to do this evaluation. If the research is found to be positive, this could help the Safety Council improve or refine what they have and perhaps apply for a grant to promote the program nationally.

#### Update on the University of Minnesota/Vikings Stadium issue

Mayor Gehrz updated council on the latest stadium issues. The two issues that the city is concerned about are (1) we should be compensated for any and all expenses incurred as a result of parking on state fairgrounds; and (2) U of M will provide all public safety personnel necessary to regulate traffic as a result of parking cars on the fairgrounds. Recent media coverage indicated the Vikings did not think the proposal would work with the University. There was also media coverage about placing the Viking stadium on the state fairgrounds. Gehrz said the city wants to make sure it is included in any future discussions of alternative plans there may be for the stadium. Councilmember Lamb suggested the city meet with the State Fair Board to have a broader conversation about what our relationship is with them.

#### REPORTS FROM COUNCILMEMBERS

Councilmember Lindstrom said the Planning Commission had passed the proposal on lot coverage and this will be coming before the council for its approval at the December 18<sup>th</sup> meeting.

#### INFORMATION AND ANNOUNCEMENTS

Councilmember Kuettel reported that at the last Solid Waste Commission meeting, the owner of E-Z Recycling gave a presentation. He informed the commission that E-Z presently has a

4-sort system and will soon have the equipment and machinery to offer a 2-sort system. Kuettel said this means residents would have less separating of recyclables and would need only two bins. One would be for cans, glass bottles, plastics and the other for newspapers, magazines, junk mail, catalogs. Kuettel also said E-Z Recycling will be including the pickup of textiles which would be placed in a separate bag. Kuettel said this announcement will be coming very soon to the residents of the city and the new program should be in place shortly after the first of the year.

Kuettel also said that she attended the meeting held at city hall regarding the move of the Farmers Market from Har Mar Mall to Falcon Heights next spring/summer. The new location would be the rear parking lot of the Twin City Co-ops Federal Credit Union at 2025 W. Larpenteur. Kuettel then asked Administrator Worthington to expound on the meeting.

Administrator Worthington said some people attending had questions about the noise and extra traffic that would be created. Worthington said these issues would be addressed in the Conditional Use Permit and council would re-visit this in a year's time to see how things went. Worthington said most of the people attending were in favor of the market being held at the new location. Worthington said the matter would be brought before the city council at a December council meeting for formal approval.

Mayor Gehrz was advised by Maureen Anderson, a volunteer for the cable commission who videotapes the meetings for Falcon Heights, that its informational Bulletin Board was not working properly and it is hoped that it will be operating soon.

Gehrz said she went to Falcon Heights School's 50<sup>th</sup> Birthday and was impressed with the amount of historical information and photos on display. She said it was a well planned, fun event.

Gehrz said the next city newsletter will have an insert which is a survey that will help the city plan for some future issues and encourages residents to complete and return the survey.

ADJOURN

The meeting adjourned at 8:00 p.m.

Respectfully submitted, (via videotape)

Pat Phillips  
Deputy Clerk

City of Falcon Heights  
Truth in Taxation Meeting  
December 9, 2002

**DRAFT**

Mayor Gehrz opened the meeting at 7 p.m.

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

ABSENT: Kuettel

Mayor Gehrz said the process this evening will be an informational presentation given by Heather Worthington, City Administrator on how the 2003 budget was arrived at and how we compare with neighboring cities. After that, questions/comments will be taken from residents in attendance. Following that, council will be asked to consider and adopt two resolutions; the first, adopting the property tax levy, and the second, adopting the 2003 budget. Gehrz turned the meeting over to Administrator Worthington

Administrator Worthington thanked Roland Olson, the city's finance director, for his hard work in assembling the 2003 budget. Worthington explained the goals of the city and how the budget is prepared with those goals in mind. Worthington talked about the county's tax statement that was mailed to each resident and said the city's portion of that statement is the only part that would be discussed. Worthington went on to say that at a recent budget workshop, council cut the levy increase in half from 5.3% to 2.6% increase over last year. Worthington also went on to say there is a strong chance the city will lose its Local Government Aid next year and if it does, the city has a contingency plan budget for that eventuality. Worthington said council is being asked to approve the 2.6% levy increase and a property tax levy of \$874,338 as well as adopting the General Operating Budget in the amount of \$1,383,971. After some questions were answered by Administrator Worthington to council, Mayor Gehrz opened the public hearing at 7:35 p.m.

#### PUBLIC HEARING

The first person to address council with a comment was Floyd Bedbury, 1432 W. California. He said he is upset with the county's assessment of homes and the valuation increases each year. He would not be upset with a cost of living increase for real estate taxes but the \$15,000 increase in valuation each year is a bit excessive. He thinks seniors and others who live on fixed incomes will not be able to afford to maintain their homes thereby causing a blight situation down the road.

The second person to come forward was Jim DeLeo, 1365 W. Idaho. He questioned why the "taxable value in every city in Ramsey County that was listed in the packet of information all had a 10% increase" and secondly, asked about "mayor and council inputs to any possible action

taken in terms of intergovernmental revenue and how much input do we as a city get in that process and how active does the city government have to be prior to budget decisions getting made in the new administration.”

The third person with a question was Bill Conroy, 1358 W. California, who asked if “Local Government Aid gets cut by the state, what are the contingencies?”. He also asked “why the tree trimming budget is noted as being down by 30% next year?”.

Mayor Gehrz closed the Public Hearing at 7:50 p.m.

## POLICY

### Consideration of Resolution 02-24 adopting the 2003 property tax levy of \$874,338

Councilmember Talbot made a motion to approve resolution 02-24 adopting the 2003 property tax levy of \$874,338. The motion passed unanimously.

### Consideration of Resolution 02-23 adopting the 2003 budget

Councilmember Lindstrom made a motion to approve resolution 02-23 adopting the 2003 budget in the amount of \$1,383,971. The motion passed unanimously.

### Appointment of Deputy Clerk

Administrator Worthington explained that due to the retirement of the city’s deputy clerk, interviews of three candidates were held and the person recommended for the position of deputy clerk is Mary Shea Kodluboy. Worthington said she has excellent qualifications having had 15 years experience with the City of Mahtomedi. Worthington said Kodluboy is available to start on December 30, 2002. Councilmember Lamb made a motion to approve the appointment of Mary Shea Kodluboy. The motion passed unanimously.

## ADJOURN

The meeting adjourned at 8 p.m.

Respectfully submitted,

Pat Phillips  
Deputy Clerk

CONSENT 1  
Meeting Date: 12/18/02

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, Finance Director

EXPLANATION/SUMMARY:

1. General disbursements through 12/10/02, \$50,445.47
2. Payroll, 11/16/02 to 11/30/02, \$10,569.21  
12/1/02 to 12/15/02, \$9,723.56

ACTION REQUESTED: Approval

APPROVAL OF BILLS  
 PERIOD ENDING: \_12-13-02

| CHECK# | VENDOR NAME               | DESCRIPTION              | DEPT.    | AMOUNT   |
|--------|---------------------------|--------------------------|----------|----------|
|        | ACORDIA                   | FINANCE DIRECTOR BOND    | -----    | 350.00   |
|        | LEAGUE MN CITIES INS TRUS | 2003 WORKMANS COMP INS   | -----    | 5,906.00 |
|        | *** TOTAL                 | FOR DEPT 00              |          | 6,256.00 |
|        | PHILLIPS, PATRICIA        | COUNCIL WORKSHOP         | LEGISLAT | 35.63    |
| 41792  | RCLLG                     | ANNUAL MEETING-GEHRZ     | LEGISLAT | 35.00    |
| 41792  | RCLLG                     | ANNUAL MEETING- TALBOT   | LEGISLAT | 35.00    |
| 41792  | RCLLG                     | ANNUAL MEETING-LINDSTROM | LEGISLAT | 35.00    |
|        | *** TOTAL                 | FOR DEPT 11              |          | 140.63   |
|        | AMERICAN OFFICE PRODUCTS  | TONER CARTRIDGES/PENS    | ADMINIST | 219.67   |
|        | AMERICAN OFFICE PRODUCTS  | PAPER/ADDING RIBBONS     | ADMINIST | 23.36    |
|        | AMERICAN OFFICE PRODUCTS  | TAPE DISPENSER/MARKERS   | ADMINIST | 14.90    |
| 41794  | US BANCORP                | VIRUS UPDATE ON-LINE     | ADMINIST | 26.57    |
|        | CASH                      | FOLDERS FOR BUDGET BOOKS | ADMINIST | 39.24    |
|        | CASH                      | MECHAINCAL PENCIL LEAD   | ADMINIST | 2.34     |
|        | INSTY-PRINTS PLUS         | LETTERHEAD ENVELOPES     | ADMINIST | 335.62   |
|        | METROPOLITAN AREA MANAGE- | MAMA MEETING EXPS        | ADMINIST | 16.00    |
|        | NCPERS GROUP LIFE INS     | DEC/02 PHILLIPS          | ADMINIST | 12.00    |
| 41791  | PERA                      | NOV 16-30 PERA           | ADMINIST | 1,319.93 |
|        | PHILLIPS, PATRICIA        | MILEAGE REIMB            | ADMINIST | 4.41     |
| 41792  | RCLLG                     | ANNUAL MEETING-HEATHER   | ADMINIST | 35.00    |
|        | RAMSEY COUNTY             | DEC/02 INS               | ADMINIST | 3,232.21 |
|        | RAMSEY COUNTY             | DEC/02 INS PREMIUMS      | ADMINIST | 3,232.21 |
| 41793  | U.S. POSTMASTER           | 37CENT AND 23CENT STAMPS | ADMINIST | 855.00   |
|        | *** TOTAL                 | FOR DEPT 12              |          | 9,368.46 |
|        | INSTY-PRINTS PLUS         | CAFR PRINTING MATERIALS  | FINANCE  | 73.17    |
|        | *** TOTAL                 | FOR DEPT 13              |          | 73.17    |
|        | CAMPBELL KNUTSON          | NOV/02 LEGAL FEES        | LEGAL    | 704.00   |
|        | *** TOTAL                 | FOR DEPT 14              |          | 704.00   |
|        | NORTH SUBURBAN ACCESS CO. | REIMB MAUREEN CABLE WORK | COMMUNIC | 154.00   |
|        | QWEST                     | TELE 12/1                | COMMUNIC | 599.42   |
|        | *** TOTAL                 | FOR DEPT 16              |          | 753.42   |
|        | DEBORAH JONES             | MILEAGE FOR INSPECTIONS  | PLANNING | 23.36    |
|        | DEBORAH JONES             | POSTAGE                  | PLANNING | 3.95     |
|        | NCPERS GROUP LIFE INS     | DEC/02 JONES             | PLANNING | 16.00    |
|        | *** TOTAL                 | FOR DEPT 17              |          | 43.31    |
|        | MINNCOMM                  | PAGER RENTALS            | EMERGENC | 32.70    |
|        | XCEL ENERGY               | ELECT 11/15              | EMERGENC | 12.56    |
|        | *** TOTAL                 | FOR DEPT 21              |          | 45.26    |
|        | HUGHES & COSTELLO         | DEC/02 PROSECUTIONS      | PROSECUT | 2,618.75 |
|        | *** TOTAL                 | FOR DEPT 23              |          | 2,618.75 |
|        | AMERIPRIDE LINEN&APPAREL  | LINEN CLEANING FIRE HALL | FIRE FIG | 43.88    |
|        | AMERIPRIDE LINEN&APPAREL  | LINEN CLEANING FIRE HALL | FIRE FIG | 43.88    |
|        | AMERIPRIDE LINEN&APPAREL  | LINEN CLEANING FIRE HALL | FIRE FIG | 43.88    |
|        | FIRE MARSHALS ASSOC OF MN | MEMBERHIP                | FIRE FIG | 45.00    |



APPROVAL OF BILLS  
PERIOD ENDING: \_12-13-02

| CHECK# | VENDOR NAME               | DESCRIPTION              | DEPT.    | AMOUNT   |
|--------|---------------------------|--------------------------|----------|----------|
|        | GLENWOOD INGLEWOOD        | COOLER RENTAL            | FIRE FIG | 9.00     |
|        | HEALTHPARTNERS MEDICAL GP | REZNY-MEDICAL EXAMS      | FIRE FIG | 169.00   |
|        | HEALTHPARTNERS MEDICAL GP | ANDERSON-MEDICAL EXAMS   | FIRE FIG | 169.00   |
|        | HINRICHS,RICH             | REIMB 3 FIRE CLASSES     | FIRE FIG | 697.20   |
|        | MED-COMPASS               | MED EXAMS/SCBA/QUANT FIT | FIRE FIG | 1,505.50 |
|        | MN STATE FIRE CHIEF ASSOC | CLEM/MIKE/MARK MEMBRSHIP | FIRE FIG | 110.00   |
|        | OXYGEN SERVICE COMPANY    | AIR AND OXYGEN           | FIRE FIG | 45.00    |
|        | OXYGEN SERVICE COMPANY    | AIR AND OXYGEN           | FIRE FIG | 99.60    |
|        | PIONEER PRODUCTS INC      | BUNKER GEAR SOAP         | FIRE FIG | 224.87   |
|        | SPARTAN PROMOTIONAL GROUP | SWEATSHIRTS/SWEATPANTS/T | FIRE FIG | 943.05   |
|        | SCHIPPEL,ANDREW           | DULUTH STATE FIRE SCHOOL | FIRE FIG | 84.75    |
|        | SUPERAMERICA              | FUEL                     | FIRE FIG | 55.97    |
|        | UNDERWOOD, LANCE R.       | COMPUTER PROGRAM/FIRE    | FIRE FIG | 100.00   |
|        | QWEST                     | TELE 12/1                | FIRE FIG | 161.99   |
|        | *** TOTAL                 | FOR DEPT 24              |          | 4,551.57 |
|        | BROWNING-FERRIS IND.      | DEC/02 WASTE REMOVAL     | CITY HAL | 561.18   |
|        | GLENWOOD INGLEWOOD        | COOLER RENTAL            | CITY HAL | 9.00     |
|        | GRAINGER, W. W., INC.     | LIGHT BULBS              | CITY HAL | 32.59    |
|        | GRAINGER, W. W., INC.     | VACUUM CLEANER BAGS      | CITY HAL | 42.53    |
|        | MCI WORLDCOM RES SVC      | LONG DISTANCE CHRGS      | CITY HAL | 32.26    |
|        | XCEL ENERGY               | GAS 11/26                | CITY HAL | 436.34   |
|        | XCEL ENERGY               | ELECT 11/27              | CITY HAL | 620.45   |
|        | OXYGEN SERVICE COMPANY    | AIR AND OXYGEN           | CITY HAL | 10.91    |
|        | SUBURBAN ACE HARDWARE     | TERRO ANT KILLER         | CITY HAL | 3.18     |
|        | VERIZON WIRELESS          | CELL PHONES              | CITY HAL | 35.00    |
|        | *** TOTAL                 | FOR DEPT 31              |          | 1,783.44 |
|        | FRED'S TIRE CO.           | 2 TIRES/MOUNTING KUBOTA  | STREETS  | 106.50   |
|        | XCEL ENERGY               | ELECT 11/26              | STREETS  | 53.95    |
|        | XCEL ENERGY               | ELECT 11/26              | STREETS  | 7.22     |
|        | XCEL ENERGY               | ELECT 11/26              | STREETS  | 7.40     |
|        | XCEL ENERGY               | ELECT 11/26              | STREETS  | 60.65    |
|        | XCEL ENERGY               | ELECT 12/1               | STREETS  | 78.80    |
|        | XCEL ENERGY               | ELECT 12/1               | STREETS  | 1,738.38 |
|        | XCEL ENERGY               | ELECT 12/1               | STREETS  | 51.42    |
|        | XCEL ENERGY               | ELECT 12/1               | STREETS  | 8.81     |
|        | XCEL ENERGY               | ELECT 12/1               | STREETS  | 2.90     |
|        | SUPERAMERICA              | FUEL                     | STREETS  | 139.74   |
|        | *** TOTAL                 | FOR DEPT 32              |          | 2,255.77 |
|        | HOWARD GREEN COMPANYC.    | F.H. GENERAL SVCS        | ENGINEER | 507.00   |
|        | *** TOTAL                 | FOR DEPT 33              |          | 507.00   |
|        | ANITA TWAROSKI            | REIMB GRANT WRITINGCLASS | TREE PRO | 22.00    |
|        | *** TOTAL                 | FOR DEPT 34              |          | 22.00    |
| 41795  | HOME DEPOT CRC/GECF       | WEEDBLOCK                | PARK & R | 93.54    |
| 41795  | HOME DEPOT CRC/GECF       | NAILS                    | PARK & R | 14.13    |
|        | NRG PROCESSING SOLUTIONS  | SOD/SOIL/BRUSH DISPOSAL  | PARK & R | 147.00   |
|        | NCPERS GROUP LIFE INS     | DEC/02 MAERTZ            | PARK & R | 16.00    |
|        | XCEL ENERGY               | ELECT/11/15              | PARK & R | 41.90    |
|        | XCEL ENERGY               | ELECT/GAS 12/2 CURTIS    | PARK & R | 77.59    |

APPROVAL OF BILLS  
 PERIOD ENDING: \_12-13-02

| CHECK# | VENDOR NAME               | DESCRIPTION              | DEPT.    | AMOUNT    |
|--------|---------------------------|--------------------------|----------|-----------|
|        | XCEL ENERGY               | ELECT 11/26 GROVE        | PARK & R | 20.31     |
|        | XCEL ENERGY               | ELECT 11/27 COMM PARK    | PARK & R | 443.12    |
|        | ON SITE SANITATION        | PORTABLE TOILET          | PARK & R | 70.65     |
|        | SUBURBAN ACE HARDWARE     | FASTENERS/ANGLE IRON     | PARK & R | 22.87     |
|        | SUBURBAN ACE HARDWARE     | CABLE TIES               | PARK & R | 5.39      |
|        | QWEST                     | TELE 11/22               | PARK & R | 111.82    |
|        | KINKO'S INC.              | COLOR TRANSPARENCIES     | PARK & R | 46.34     |
|        | *** TOTAL FOR DEPT 41     |                          |          | 1,110.66  |
|        | E-Z RECYCLING, INC.       | DEC/02 RECYCLING         | SOLID WA | 2,559.40  |
|        | *** TOTAL FOR DEPT 56     |                          |          | 2,559.40  |
|        | FIRE EQUIPMENT SPECIALTIE | 1 PAIR FIRE BOOTS        | FIRE & R | 86.20     |
|        | FIRE EQUIPMENT SPECIALTIE | 2 PAIRS FIRE BOOTS       | FIRE & R | 169.20    |
|        | *** TOTAL FOR DEPT 64     |                          |          | 255.40    |
|        | HOWARD GREEN COMPANYC.    | CURTIS FIELD ENGINEERING | PUBLIC W | 1,433.48  |
|        | *** TOTAL FOR DEPT 65     |                          |          | 1,433.48  |
|        | STS CONSULTANTS LTD       | GEOTECHNICAL ENG/HAMLIN  | INFRASTR | 668.50    |
|        | *** TOTAL FOR DEPT 71     |                          |          | 668.50    |
|        | XCEL ENERGY               | ELECT 11/26              | SANITARY | 14.27     |
|        | QWEST                     | TELE AUTO DIALER         | SANITARY | 57.99     |
|        | *** TOTAL FOR DEPT 75     |                          |          | 72.26     |
|        | MIKE McPHILLIPS INC       | FALL STREET SWEEPING     | STORM DR | 10,000.00 |
|        | *** TOTAL FOR DEPT 76     |                          |          | 10,000.00 |
|        | FACE                      | ANTI-ALCOHOL POSTERS     | MCAD     | 319.00    |
|        | EDUCATION PEOPLE          | 5 BANNERS/ANITDRUG MESSG | MCAD     | 318.60    |
|        | RAMSEY COUNTY PROP/RECORD | PRINTING/SCHOOL NEWSLETT | MCAD     | 186.34    |
|        | CITY OF ROSEVILLE         | SPECIAL EVENTS STAFFING  | MCAD     | 2,526.00  |
|        | SIMON, RUSS               | SCHOOL PRESENTATION      | MCAD     | 340.00    |
|        | CAROLE L. SMITH           | MCAD MEETING EXPS        | MCAD     | 87.85     |
|        | CAROLE L. SMITH           | POSTAGE                  | MCAD     | 18.50     |
|        | CAROLE L. SMITH           | MAILING SUPPLIES         | MCAD     | 19.19     |
|        | CAROLE L. SMITH           | CABLE CREW LUNCHES/MEETI | MCAD     | 78.47     |
|        | CAROLE L. SMITH           | DEC 1-15 PROF SVCS       | MCAD     | 1,213.33  |
|        | HAZELDEN FOUNDATION       | SOBRIETY MEDALLIONS      | MCAD     | 115.71    |
|        | *** TOTAL FOR DEPT 84     |                          |          | 5,222.99  |
|        | *** TOTAL FOR BANK 01     |                          |          | 50,445.47 |
|        | *** GRAND TOTAL ***       |                          |          | 50,445.47 |



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

| CHECK<br>TYPE | CHECK<br>DATE | EMPLOYEE NAME<br>NUMBER    | CHECK<br>NUMBER | CHECK<br>AMOUNT |
|---------------|---------------|----------------------------|-----------------|-----------------|
| COM           | 11 27 02      | 6 SUSAN GEHRZ              | 32379           | 303.12          |
| COM           | 11 27 02      | 12 LAURA A. KUETTEL        | 32380           | 277.05          |
| COM           | 11 27 02      | 13 PETER C. LINDSTROM      | 32381           | 277.05          |
| COM           | 11 27 02      | 14 RICHARD P TALBOT JR     | 32382           | 277.05          |
| COM           | 11 27 02      | 15 ROBERT E LAMB           | 32383           | 277.05          |
| COM           | 11 27 02      | 34 CLEMENT KURHAJETZ       | 32384           | 280.63          |
| COM           | 11 27 02      | 35 LEO LINDIG              | 32385           | 64.64           |
| COM           | 11 27 02      | 42 MICHAEL D CLARKIN       | 32386           | 108.52          |
| COM           | 11 27 02      | 66 ALFRED HERNANDEZ        | 32387           | 110.82          |
| COM           | 11 27 02      | 74 MARK J ALLEN            | 32388           | 138.52          |
| COM           | 11 27 02      | 85 DANIEL S JOHNSON-POWERS | 32389           | 54.64           |
| COM           | 11 27 02      | 91 RICHARD H HINRICHS      | 32390           | 64.64           |
| COM           | 11 27 02      | 96 DAVID R HOLTZ           | 32391           | 64.64           |
| COM           | 11 27 02      | 1003 HEATHER WORTHINGTON   | 32401           | 1395.72         |
| COM           | 11 27 02      | 1007 PATRICIA PHILLIPS     | 32402           | 1033.88         |
| COM           | 11 27 02      | 1013 WILLIAM MAERTZ        | 32403           | 1514.77         |
| COM           | 11 27 02      | 1033 DAVE TRETSVEN         | 32404           | 1090.52         |
| COM           | 11 27 02      | 1038 DEBORAH K JONES       | 32405           | 1074.96         |
| COM           | 11 27 02      | 1089 KATHLEEN A CIERNIA    | 32406           | 66.79           |
| COM           | 11 27 02      | 1136 ROLAND O OLSON        | 32407           | 1222.04         |
| COM           | 11 27 02      | 1143 COLIN B CALLAHAN      | 32408           | 435.71          |
| COM           | 11 27 02      | 1173 ELIZABETH M POSTIGO   | 32409           | 392.13          |
| COM           | 11 27 02      | 2023 ZACH E. BRAND         | 32410           | 44.32           |

|                    |          |
|--------------------|----------|
| COMPUTER CHECKS    | 10569.21 |
| MANUAL CHECKS      | .00      |
| NOTICES OF DEPOSIT | .00      |

\*\*\*\*\*TOTALS\*\*\*\*\* 10569.21

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

| CHECK<br>TYPE | CHECK<br>DATE | EMPLOYEE NAME<br>NUMBER    | CHECK<br>NUMBER | CHECK<br>AMOUNT |
|---------------|---------------|----------------------------|-----------------|-----------------|
| COM           | 12 13 02      | 34 CLEMENT KURHAJETZ       | 32417           | 39.14           |
| COM           | 12 13 02      | 35 LEO LINDIG              | 32418           | 19.40           |
| COM           | 12 13 02      | 40 KEVIN ANDERSON          | 32419           | 37.98           |
| COM           | 12 13 02      | 42 MICHAEL D CLARKIN       | 32420           | 99.06           |
| COM           | 12 13 02      | 66 ALFRED HERNANDEZ        | 32421           | 19.40           |
| COM           | 12 13 02      | 74 MARK J ALLEN            | 32422           | 26.67           |
| COM           | 12 13 02      | 81 LAUREL F SANDBERG       | 32423           | 25.06           |
| COM           | 12 13 02      | 82 DUSTIN P THUNE          | 32424           | 12.93           |
| COM           | 12 13 02      | 85 DANIEL S JOHNSON-POWERS | 32425           | 65.35           |
| COM           | 12 13 02      | 87 MICHAEL A MCKAY         | 32426           | 31.52           |
| COM           | 12 13 02      | 90 ANDREW P SCHIPPEL       | 32427           | 98.58           |
| COM           | 12 13 02      | 91 RICHARD H HINRICHS      | 32428           | 226.72          |
| COM           | 12 13 02      | 94 CALEB H SORENSON        | 32429           | 6.47            |
| COM           | 12 13 02      | 95 MICHAEL J POESCHL       | 32430           | 6.47            |
| COM           | 12 13 02      | 96 DAVID R HOLTZ           | 32431           | 133.56          |
| COM           | 12 13 02      | 97 PATRICK GAFFNEY         | 32432           | 46.07           |
| COM           | 12 13 02      | 98 BRADLEY J. REZNY        | 32433           | 22.62           |
| COM           | 12 13 02      | 1003 HEATHER WORTHINGTON   | 32436           | 1395.72         |
| COM           | 12 13 02      | 1007 PATRICIA PHILLIPS     | 32437           | 1033.88         |
| COM           | 12 13 02      | 1013 WILLIAM MAERTZ        | 32438           | 1514.77         |
| COM           | 12 13 02      | 1033 DAVE TRETSVEN         | 32439           | 1090.52         |
| COM           | 12 13 02      | 1038 DEBORAH K JONES       | 32440           | 957.93          |
| COM           | 12 13 02      | 1040 JEROLD A. MALEITZKE   | 32441           | 637.72          |
| COM           | 12 13 02      | 1089 KATHLEEN A CIERNIA    | 32442           | 66.79           |
| COM           | 12 13 02      | 1103 DIANE MEYER           | 32443           | 114.59          |
| COM           | 12 13 02      | 1136 ROLAND O OLSON        | 32444           | 1298.20         |
| COM           | 12 13 02      | 1143 COLIN B CALLAHAN      | 32445           | 402.11          |
| COM           | 12 13 02      | 1144 ANITA TWAROSKI        | 32446           | 51.26           |
| COM           | 12 13 02      | 1173 ELIZABETH M POSTIGO   | 32447           | 12.19           |
| COM           | 12 13 02      | 1176 MICHAEL P ECKBERG     | 32448           | 108.05          |
| COM           | 12 13 02      | 2006 DAMON J. WICKHEM      | 32449           | 84.04           |
| COM           | 12 13 02      | 2016 STACI L. SAMSON       | 32450           | 38.79           |

|                    |         |
|--------------------|---------|
| COMPUTER CHECKS    | 9723.56 |
| MANUAL CHECKS      | .00     |
| NOTICES OF DEPOSIT | .00     |

\*\*\*\*TOTALS\*\*\*\* 9723.56

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

The licenses for Falcon Bowl and Pizza Hut will be issued through 5/31/03 because of the redevelopment of the SE corner in 2003. MiTierra Mexican Restaurant decided not to renew their liquor license.

**ON SALE LIQUOR, SUNDAY SALE LIQUOR, RESTAURANT, CIGARETTE**

Superior Concepts, Inc. d/b/a Ciatti's Restaurant Lic. #03-501, 501(a), 501(b), 501(c)

**OFF SALE LIQUOR, MUNICIPAL BUSINESS, TOBACCO**

J's Liquor, Inc. Lic. #03-503, 503(a), 503(b)

**BOTTLE CLUB, 3.2 ON-SALE BEER, MUNICIPAL BUSINESS**

J. L. & B., Inc., d/b/a Falcon Bowl Lic. #03-500, 500(a) 500(b)

**SKY VENTURES LLC. FOR PIZZA HUT**

3.2 Beer and Restaurant Lic. #03-502

ACTION REQUESTED: Approval

**Consent 3**  
**12/18/02**

**ITEM: Step increase for Colin Callahan, Public Works Maintenance Worker**

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

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

**EXPLANATION:**

Summary: Colin Callahan has been with the city on a permanent, part-time basis for eighteen months. According to the city's personnel policy, employees are entitled to a step increase on their eighteen-month anniversary of employment with the city if they have satisfactory performance. Mr. Callahan has had excellent performance and is supervising evening and weekend rink flooding in addition to his maintenance duties. Mr. Callahan has shown a willingness to learn new skills and take on additional responsibilities. The Public Works Director is recommending an increase of 6% per hour for him, from \$12.36/hour to \$13.10/hour.

**ACTION REQUESTED:**

Approval of step increase for Colin Callahan, Public Works Maintenance Worker.

**ITEM:** Variance request for a 15 foot encroachment into rear setback an addition to the residence at 2190 Folwell Avenue.

**SUBMITTED BY:** Fred Cooper and Helen Foster, owners/leaseholders

**REVIEWED BY:** Deborah Jones, Zoning and Planning Coordinator  
Heather Worthington, City Administrator

**EXPLANATION:**

**Summary:**

2190 Folwell Avenue is located at the north end of the narrow block between Coffman and Burton, Folwell and Hoyt in the University Grove neighborhood. There is no alley. The property at 2190 Folwell is one of only two residential lots in the city with three street frontages, two of which are the side property lines. The dwelling, a split-level frame house originally designed by Elizabeth Close, is set parallel to Folwell and at a slight angle to Coffman and Burton, with a tuck-under garage facing Coffman. With the restrictions imposed by having two 20% side setbacks, the principle structure fills most of the buildable envelope of the lot and, in fact, encroaches into setback on the Coffman Street (west) side.

The applicants want to build a library/office addition at the west end of the rear of the house. They are working with Close Associates, the original firm of architects for the house. The addition (approximately 15 feet wide) would encroach 15 into the rear setback of the property. The addition would not encroach into any other required setback and would be approximately one foot lower than the existing roofline. It should be noted that if the residence in question faced either Burton or Coffman, the setback to the south would be five feet, much less than the 15 foot separation that will be maintained.

A building permit is not sought at this time. The owners wish to obtain the zoning variance before they and the architect proceed with plans for the addition.

**Analysis:**

**a. That the granting of the variance will not be detrimental to the public interest.**

Staff finds that the granting of this variance will not be detrimental to the public interest.

**b. That the granting of the variance will not substantially diminish or impair property values or improvements in the area.**

Staff finds that the granting of this variance will not substantially diminish or impair property values.



**c. That the granting of the variance is necessary for the preservation and enjoyment of substantial property rights.**

Staff finds that the granting of this variance, while not absolutely necessary for the preservation and enjoyment of substantial property rights, would be the best solution to the present day need for a home office/library. According to the City Attorney this is a reasonable use of the property, especially considering its location in a community restricted to University faculty and similar professionals. No other alternative exists that would give the owners the benefit of home workspace without creating even more encroachment on required yards, more impact on neighboring properties, or a substantial loss to the view and natural light in the main living space of the home.

**d. That the variance will not impair an adequate supply of light and air to adjacent property.**

Staff finds that the variance will not impair an adequate supply of light and air to the adjacent property at 1586 Coffin Street.

**e. That the variance will not impair the orderly use of the public streets;**

Staff finds that the variance will not impair the orderly use of the public streets.

**f. That the variance will not increase the danger of fire or endanger the public safety;**

Staff finds that the variance will not increase the danger of fire or endanger the public safety.

**g. Whether the shape, topographical condition or other similar characteristic of the tract is such as to distinguish it substantially from all of the other properties in the zoning district of which it is a part, or whether a particular hardship, as distinguished from mere inconvenience to the owner, would result if the strict letter of the Chapter were carried out.**

This property is nearly unique in Falcon Heights, in that it has streets on three sides. The fact that both side property lines follow street rights-of-way constitutes a particular hardship in that 20% setbacks are required on both sides, rendering 40% of the width of the lot theoretically unbuildable. The options are very limited for building any kind of addition onto this dwelling without encroaching into setback on one side or another.

The only option for the owners to add to the house without a variance is to build in a wedge-shaped area along the rear wall of the existing house. This would severely impair natural light in the present living room and eliminate the pleasant outside view. The addition proposed by the architect (the same firm that designed the house originally) preserves the natural lighting and encroaches into the rear setback for a width of less than 15 feet.

**h. Whether the variance is sought principally to increase financial gain to the owner of the property, and to determine whether a substantial hardship to the owner would result from a denial of the variance.**

Staff finds that no material or financial gain will occur in the granting of this variance. Staff finds that substantial hardship to the owner would result from a denial, in that one of the

residents requires home office space for professional reasons. (See attached letter from owners.) Since the house has no basement, there is no place in the existing structure to construct the needed workspace. As the house is located in the University Grove, future owners would also be likely to be academic professionals with a similar need for home office/library space.

**i. Whether the conditions which give rise to the application for the variance arose after the adoption of this Chapter of the Code of the City of Falcon Heights or any amendment thereto which placed the tract in a zoning district different from what it was under the Chapter. In the consideration of this item, the City shall make diligent inquiry as to all changes in the property and shall refuse to grant the variance if the problem is one that can be solved through a proper application of a conditional use permit or an amendment of the Zoning code. Financial hardship shall not be a basis for the granting of a variance when the owner purchased the property in reliance on a promise that a variance would be granted, and the City shall dismiss the appeal if it shall appear that the property was purchased on such reliance.**

Not applicable.

**Staff Recommendation:**

Staff recommends approval of the variance for the following reasons:

1. This property is exceptional, if not unique, in having three street frontages.
2. While there is another option that would meet setback requirements, the proposed variance would best maintain the quality, value and architectural integrity of the home. Of non-conforming options, the proposed plan is least intrusive
3. The addition of a home office/library is a reasonable use of residential property in the University Grove neighborhood.

**Planning Commission Recommendation:**

The Planning Commission met on November 26, 2002, and unanimously recommended approval of the variance to the City Council.

**Attachments:**

Resolution 02-21

**Action Requested:**

Adoption of Resolution 02-21, approving the requested variance of 15 feet, in the rear setback of a principle structure as outlined in Chapter 9-4.01, subdivision 4 (c) of the zoning code, which variance does meet all of the regulations outlined above except for (h). In the matter of "substantial hardship," the degree of hardship to present and future owners imposed by the denial of the variance is the hardship imposed by lack of home office space in a neighborhood occupied exclusively by academic professionals.

City of Falcon Heights

City Council Resolution

Date: December 18, 2002

**Resolution APPROVING a Variance for 2190 Folwell Avenue**

On December 18, 2002, the Falcon Heights City Council approved the following variance request for 2190 Folwell Avenue, legally known as Lot 1 and the north 46 feet of Lot 2, except the east 40 feet of both lots, Auditors Subdivision No. 71:

Chapter 9-4.01, subdivision 4 (c) of the zoning code, in an R-1 zoning district:

A variance of 15 feet, to allow the construction of an addition to the south side of the existing home, where a minimum of 30 feet is required in the zoning code.

The City Council adopted the following findings for granting the variance at 2190 Folwell Avenue:

- a. That the granting of the variance will not be detrimental to the public welfare;
- b. That the granting of the variance will not substantially diminish or impair property values or improvements in the area;
- c. That the granting of the variance is not necessary for the preservation and enjoyment of substantial property rights;
- d. That the variance will not impair an adequate supply of light and air to adjacent property.
- e. That the variance will not impair the orderly use of the public streets;
- f. That the variance will not increase the danger of fire or endanger the public safety;
- g. That a particular hardship, as distinguished from mere inconvenience to the owner, would result if the strict letter of the chapter were carried out.
- h. That the variance is not sought principally to increase financial gain of the owner of the property, but that a substantial hardship to the owner would result from a denial of the variance.

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

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

Mayor  
December 18, 2002  
Date

Gehrz                         In Favor  
 Kuettel  
 Lamb                         Against  
 Lindstrom  
 Talbot

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

City Clerk  
December 18, 2002  
Date

**ITEM:** Increase in Storm Sewer Rates for 2003

**SUBMITTED BY:** Roland Olson, Finance Director

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

**EXPLANATION:**

Summary: The Council is being asked to approve a 15% per billing cycle rate increase for 2003, with a 15% per billing cycle rate increase for each year thereafter, through the end of 2008. This rate increase will help fund the National Pollution Discharge Elimination System requirements for the Phase II permit in 2003.

The approximate cost of the NPDES Phase II permit will be \$50,000 in 2003, and \$10,000 to \$15,000 every year thereafter. Current storm sewer rates will not cover those costs. The NPDES Phase II permit is an un-funded mandate from the Federal Government, and there is no state participation in funding for this permit. Cities will be required to file the Phase II permit in 2003, and conduct certain activities, monitoring, and education to residents about storm water in the five years of the permit, through 2008. At the end of that period, the permit will require renewal, and the city will be required to begin the process again for a new permit.

This rate increase will be communicated to residents in their January billing statement from the St. Paul Water Utility. The following are the proposed rates per billing cycle:

\$3.74 per residential unit (billed quarterly) a \$.49 increase  
\$37.38 per acre for apartment buildings (billed depending on the size of the water meter, majority are billed monthly) a \$4.88 increase  
\$74.75 for commercial property (billed monthly) a \$9.75 increase

This rate increase will raise approximately \$3,150 more in revenue over 2002 estimates to be used for the NPDES Phase II permit.

**ATTACHMENTS:**

Current rate charges

**ACTION REQUESTED:**

Approval of 15% per billing cycle rate increase for storm sewer charges.