

**CITY OF FALCON HEIGHTS**  
**Regular Meeting of the City Council**  
**City Hall**  
**2077 West Larpenteur Avenue**

**AGENDA**  
**August 27, 2008**

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL:           LINDSTROM \_\_\_ HARRIS \_\_\_ KUETTEL \_\_\_  
                          LONG \_\_\_ MERCER-TAYLOR \_\_\_  
                          MILLER \_\_\_ KREUSER \_\_\_
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: August 13, 2008 **TAB 1**
- E. PUBLIC HEARING:
- F. CONSENT AGENDA:
  - 1. General Disbursements through 8/21/08: \$83,116.51  
    Payroll through 8/15/08: \$20,431.27 **TAB 2**
  - 2. City Licensing **TAB 3**
  - 3. Human Rights Commission Grant Application **TAB 4**
  - 4. Firefighter appointments **TAB 5**
  - 5. Parks and Recreation Commission appointment **TAB 6**
- G. POLICY AGENDA:
  - 1. Recreational Fire Code Amendment **TAB 7**
  - 2. Dogs in City Parks Trial Period Discussion **TAB 8**
  - 3. Dynamic Sign Ordinance Amendment **TAB 9**
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

If you have a disability and need accommodation in order to attend this meeting, please notify City Hall 48 hours in advance between the hours of 8:00 a.m. and 4:30 p.m. at 651-792-7600. We will be happy to help.

## **Regular Meeting of the Falcon Heights City Council Minutes of August 13, 2008**

Members present: Council members Harris, Kuettel, and Long, Administrator Miller, Assistant City Administrator/Deputy Clerk Kreuser. Members absent: Mayor Lindstrom and Council member Mercer-Taylor.

In Mayor Lindstrom's absence, Council member Kuettel acted as mayor.

Council member Kuettel called the meeting to order at 7 p.m.

### **Presentations:**

Mark Doneaux and Pat Conrad from the Capital Region Watershed District presented to the council the district's new management planning process and asked for the city's help in appointing a member of the Falcon Heights community to work with the district on that committee.

Council member Kuettel asked if Troutbrook was akin to having a turn back from the county on a road that was in ill repair. Doneaux chuckled and said it could be looked at like that. Kuettel asked how storm water problems are identified along the district. Doneaux replied they used an engineering model to determine flow patterns, and that is how the district is able to come up with alternative solutions for run-off (like rain gardens, ponds, etc.)

Council member Long asked what background the volunteers should have. Doneaux replied any interested citizen could be a part of the group, but mentioned interest in Planning Commissioners or someone with planning expertise. He stressed the district is looking for a diverse group. He added there would be three or four meetings for each topic in the hopes of facilitating attendance.

Administrator Miller said there were some grant opportunities within the district the city is hoping to secure for the parking lot project. More information will be passed on as it becomes available. In response to Council member Kuettel, Miller added all driveways in the city are required to be impervious, but the pervious pavement project with the parking lot will determine if it should be applied citywide.

The minutes of the July 23, 2008 council meeting were approved as corrected by Council member Kuettel. Council member Long moved to approve the corrected minutes. The motion passed unanimously.

### **Consent Agenda:**

Council member Kuettel asked Assistant City Administrator/Deputy Clerk Kreuser to explain the ballot board resolution. Kreuser stated the ballot board would meet a few days before the election to determine the absentee ballots that came in were complete, and would be able to accept or reject them before Election Day, but no ballots would be counted beforehand. The council then read aloud the names of the election judges for 2008. Miller explained resolution 08-09 was simply to clean up language in the statutes.

Council member Harris moved to approve the consent agenda. Council member Long requested the election resolutions be approved separately, citing his wife was a judge and he would abstain from the vote. Council member Harris moved to approve the consent agenda,

except for those resolutions, the motion passed 3-0. Council members Harris and Kuettel approved resolutions 08-07 and 08-08 with Council member Long abstaining.

1. General Disbursements through 8/7/08: \$103,484.93  
Payroll through 7/31/08: \$20,697.81
2. City Licensing
3. Resolutions 08-07 creating ballot board and 08-08 appointing election judges
4. Resolution Approving Repeal of State Statutes Pertaining to Fire Department Relief Association
5. Approval of Fire Department Relief Association 2007 Audit

#### Policy Agenda:

##### 1. Purchase of Pedestrian Crossing Signals

Administrator Miller explained the pedestrian-activated signals would create a safer crossing for the heavily used intersection of Hamline/Garden. The initial agreement was with Roseville to go 50/50 on the installation costs. Miller said Roseville had notified him it was not in the budget for '08, but he said that Falcon Heights still maintained how worthwhile the project was and was still planning to go ahead with it. He stated earlier that day Roseville had contacted him and Roseville had found the money to cover 50% and it would go to council for approval in the next week. Miller asked the council for the full amount of \$6,000 however, just in case the deal with Roseville falls through. He said the cities aim for a September 2008 installation.

Council member Kuettel commented on FH Elementary's decision to allow bikes, and noted that with all the construction detours there would be a lot of pedestrian traffic using the signals. Council member Long moved to approve the purchase of pedestrian crossing signals. The motion passed unanimously.

#### Information/Announcements:

Council member Long thanked the community for its support of the Ice Cream Social, thanked Tim, Lisa, Dave and the staff, the business contributions, and to the volunteers. He said fall and winter parks/rec registration is open. September 7 is Falcon Heights Day at the U Women's Soccer game. Residents will get free admission and kids can take part in a clinic and play at half time.

Administrator Miller announced the city banner installation had begun along Larpenteur Avenue, and will be all up for the fair that begins Aug 21.

#### Community Forum:

Bryan Olson, 1592 Roselawn, quoted the Roseville Shopper where Council member Kuettel and Mayor Lindstrom were referenced regarding high voter turnout in Ramsey County. The councilors had stated Falcon Heights had the highest voter turnout among Ramsey County cities. Olson cited the last city council election in 2007, where the city had a 31% turnout - lower than White Bear Lake at 43%. He said in Ramsey County only six cities have odd-year elections, and the turnout varies widely by election. He chided the council for not explaining those comments more fully. Olson also took issue with Falcon Heights being listed as one of the 100 Best Educated cities in the nation, pointing out that with a small population, it would surely be near the top of the list. He called it silly. Lastly, Olson thought some of the slogan ideas were funny and pointed out some made fun of Roseville. He said that without Roseville Falcon Heights would die due to the number of partnerships. He said people needed to listen carefully to what people say.

Council member Kuettel adjourned the meeting at 7:48 p.m.

Respectfully submitted,

Stacey Kreuser  
Assistant City Administrator/Deputy Clerk

**CONSENT F1**  
**8/27/08**

**ITEM:**                   **Disbursements and Payroll**

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

**REVIEWED BY:**     **Justin Miller, City Administrator**

**EXPLANATION:**

General Disbursements through 8/21/08: \$83,116.51

Payroll through 8/15/08: \$20,431.27

**ATTACHMENTS:**

Credit card statement, payroll and general disbursements

**ACTION REQUESTED:**

Approval



August Statement for activity from Jul. 03, 2008 through Aug. 04, 2008  
CITY OF FALCON HEIGHT , JUSTIN J MILLER (CPN 000107109)

Inquiries: 1-866-485-4545  
BUS 128 02 Page 1 of 2

Your U.S. Bank Visa® Business Card account at a glance ...

Account: [REDACTED]

Activity Summary

Previous Balance.....	\$1,130.23
Payments and Credits.....	\$1,130.23
Purchases, Advances & Other Debits	\$240.74
FINANCE CHARGES .....	\$0.00
New Balance.....	\$240.74

Credit and Payment Information

Credit Line .....	\$21,000.00
Available Credit.....	\$20,759.26
Minimum Payment Due (Current Month)...	\$10.00
Minimum Payment Due (Past Due) .....	\$0.00
Total New Minimum Payment Due.....	\$10.00
Payment Due Date .....	Aug. 24, 2008

To reduce or avoid paying additional finance charges on your purchase balance, pay the total new balance of \$240.74 by 08/24/08. Any cash balance or balance transfer balance will continue to accrue daily interest until the date your payment is received.

Transactions

Post Date	Trans Date	Ref. Nbr	Description of Transaction	Amount	Notation
<b>Payments and Credits</b>					
07/16	07/16	0212	PAYMENT THANK YOU.....	\$1,130.23	CR -----
<b>Purchases, Advances, Debits</b>					
07/25	07/24	1930	THE STAR TRIBUNE ADVER 612-6737355 MN.....	\$41.00	Garage Sale Ad
07/25	07/24	2537	PIONEER PRESS ADVERTIS 651-228-5026 MN.....	\$29.00	Garage Sale Ad
07/28	07/25	0077	CHIANTI GRILL FALCON HEIGHT MN.....	\$50.00	Slogan Award
07/28	07/25	4456	NATIONAL CAMERA EXCHAN ROSEVILLE MN.....	\$50.00	Photo Award
07/30	07/29	0060	TLF*HERMES FLORAL/ECO 651-6467135 MN.....	\$39.30	Nelson Flowers
08/04	07/31	2573	CUB FOODS ROSEVILLE MN.....	\$31.44	Ice Cream Social

Company Approval (This area for use by your company)

Signature/Approval: \_\_\_\_\_

Accounting Code: JK TM

EMP #	NAME	AMOUNT
01-1002	JUSTIN J MILLER	2,316.66
01-1008	STACEY T KREUSER	1,331.42
01-1009	MELANIE M LEEHY	435.27
01-1136	ROLAND O OLSON	1,300.00
01-1038	DEBORAH K JONES	1,580.40
01-0040	KEVIN ANDERSON	24.26
01-0085	DANIEL S JOHNSON-POWERS	82.86
01-0087	MICHAEL A MCKAY	93.96
01-0101	DALE E HUFF	194.86
01-0106	SCOTT A TESCH	123.75
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSEVEN	1,305.69
01-1143	COLIN B CALLAHAN	1,163.31

TOTAL PRINTED: 13 10,252.44

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1136	OLSON, ROLAND O	R	8/13/2008	502.37	073678
1142	HERZOG, PATRICK J	R	8/13/2008	818.60	073679
1035	AUGER SR, JOSEPH J	R	8/13/2008	304.38	073680
0034	KURHAJETZ, CLEMENT	R	8/13/2008	242.65	073681
0066	HERNANDEZ, ALFRED	R	8/13/2008	143.61	073682
0074	ALLEN, MARK J	R	8/13/2008	74.11	073683
0095	POESCHL, MICHAEL J	R	8/13/2008	237.80	073684
0097	GAFFNEY, PATRICK	R	8/13/2008	158.38	073685
0104	VANN, VINCENT A	R	8/13/2008	103.89	073686
0105	FEHRENBACH, ANTON M	R	8/13/2008	201.15	073687
0112	LESKE, CHRIS M	R	8/13/2008	79.19	073688
0117	EISCHEN, RONALD B	R	8/13/2008	69.26	073689
0118	HARPEL, JOHN M	R	8/13/2008	153.53	073690
0119	WICK, JEFFREY M	R	8/13/2008	74.11	073691
2172	ARCAND, MICHAEL W	R	8/13/2008	103.89	073692
1030	PITTMAN, TIMOTHY J	R	8/13/2008	1,600.07	073693
1144	WATERSTON, MICHAEL A	R	8/13/2008	607.09	073694
2145	LETOURNEAU, BENEDICT J	R	8/13/2008	129.29	073695
2149	MUELLER, KARL J	R	8/13/2008	609.24	073696
2161	SAVAGE, JACK A	R	8/13/2008	278.02	073697
1016	ABERNATHY, LISA A	R	8/13/2008	1,519.54	073698
2119	RAAEN, DREW P	R	8/13/2008	85.68	073699
2129	SKUNDBERG, KIRSTEN M	R	8/13/2008	140.13	073700
2134	PITLIK, MATTHEW C	R	8/13/2008	455.58	073701
2148	BENSON, LEANN M	R	8/13/2008	136.09	073702
2164	MILLER, ALLISON	R	8/13/2008	330.88	073703
2167	STINER, SARAH L	R	8/13/2008	536.32	073704
2168	DEILEY, JOSEPH M	R	8/13/2008	116.01	073705
2169	GLEASON, ANNA T	R	8/13/2008	124.97	073706
2171	TAPIO, NICK W	R	8/13/2008	243.00	073707

REGULAR CHECKS: 30 10,178.83  
 DIRECT DEPOSIT REGULAR CHECKS: 13 10,252.44  
 MANUAL CHECKS:  
 PRINTED MANUAL CHECKS:  
 DIRECT DEPOSIT MANUAL CHECKS:  
 VOIDED CHECKS:  
 NON CHECKS:  
 -----  
 TOTAL CHECKS: 43 20,431.27

PACKET: 00219 AUGUST 8- AUGUST 21  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUPLICATE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-00222		ALLEGRA PRINT & IMAGING					
I-108296		ENVELOPES W/LETTERHEAD	498.83				
8/13/2008	APBNK	DUE: 8/13/2008 DISC: 8/13/2008		1099: N			
		ENVELOPES W/LETTERHEAD		101 4112-70100-000	SUPPLIES		498.83
		=== VENDOR TOTALS ===	498.83				

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01-00255		AMERICAN OFFICE PRODUCTS					
I-093985I		LABELS	98.18				
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N			
		LABELS		101 4112-70100-000	SUPPLIES		98.18
		=== VENDOR TOTALS ===	98.18				

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01-00295		AVR, INC					
I-200808211335		CONCRETE- SIDEWALK	1,192.68				
8/21/2008	APBNK	DUE: 8/21/2008 DISC: 8/21/2008		1099: N			
		CONCRETE- SIDEWALK		412 4412-92022-000	SIDEWALK PANELS		531.44
		CONCRETE- SIDEWALK		412 4412-92022-000	SIDEWALK PANELS		661.24
		=== VENDOR TOTALS ===	1,192.68				

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01-00975		BOYER TRUCKS INC					
I-223827		MIRROR ASY	40.66				
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N			
		MIRROR ASY		101 4132-87000-000	REPAIR EQUIPMENT		40.66
I-223944		GLASS ASY	49.67				
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N			
		GLASS ASY		101 4132-87000-000	REPAIR EQUIPMENT		49.67
		=== VENDOR TOTALS ===	90.33				

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01-05160		BRUCE LEPPINK					
I-200808131322		REFUND: CLASS CANCELLED	70.00				
8/13/2008	APBNK	DUE: 8/13/2008 DISC: 8/13/2008		1099: N			
		REFUND: CLASS CANCELLED		201 34310-000	RECREATION FEES		70.00
		=== VENDOR TOTALS ===	70.00				



PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03001	CAMPBELL KNUTSON					
I-200808121314		JULY/08 LEGALS	1,967.75			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		JULY/08 LEGALS		101 4114-80200-000	LEGAL FEES	1,967.75
=== VENDOR TOTALS ===			1,967.75			

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01-05156	CHRISCELL RUDOLPH					
I-200808121320		INSTRUCTOR	400.00			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	400.00
=== VENDOR TOTALS ===			400.00			

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01-06290	CITY OF ROSEVILLE					
I-0008884		AUGUST/08 TECH SUPPORT	1,149.58			
8/21/2008	APBNK	DUE: 8/21/2008 DISC: 8/21/2008		1099: N		
		AUGUST/08 TECH SUPPORT		101 4116-85070-000	TECHNICAL SUPPORT	1,149.58
I-200808201327		ENGINEERING EXPENSES	1,487.61			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		ENG- CITY HALL PARKING LOT		419 4419-80100-000	ENGINEERING	246.51
		HAMLIN PEDESTRIAN FLASHERS		101 4133-80100-000	ENGINEERING SERVICES	41.23
		ENGINEERING SERVICES 2ND QTR		101 4133-80100-000	ENGINEERING SERVICES	1,199.87
I-200808201334		JAN-JUNE ADDITIONAL CHARGES	1,604.12			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		JAN-JUNE ADDITIONAL CHARGES		101 4116-85010-000	TELEPHONE	1,604.12
=== VENDOR TOTALS ===			4,241.31			

=====						
01-03122	CITY OF ST PAUL					
I-106017		JUNE/08 FUEL	63.08			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		JUNE/08 FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	63.08
=== VENDOR TOTALS ===			63.08			

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1-05113	DARLEY					
I-798440		ELEVATOR KEYS, TOOL KIT	423.18			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		ELEVATOR KEYS, TOOL KIT		402 4402-91000-000	MACHINERY & EQUIPMENT	423.18
=== VENDOR TOTALS ===			423.18			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03527		DELEGARD TOOL COMPANY				
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I-310988		SHOP TOOLS: BALL JOINT SET	109.57			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		SHOP TOOLS: BALL JOINT SET		101 4134-70110-000	SUPPLIES	109.57
		=== VENDOR TOTALS ===	109.57			
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01-04000		EHLERS AND ASSOCIATES				
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I-337564		2007 OSA TIF REPORTS	1,480.00			
8/11/2008	APBNK	DUE: 8/11/2008 DISC: 8/11/2008		1099: N		
		2007 OSA TIF REPORTS		412 4412-81900-000	OTHER PROFESSIONAL SERVI	1,110.00
		2007 OSA TIF REPORTS		414 4414-81900-000	OTHER PROFESSIONAL SERVI	370.00
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I-33772		TIF REPORTING	832.50			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		TIF REPORTING		412 4412-81900-000	OTHER PROFESSIONAL SERVI	277.50
		TIF REPORTING		413 4413-81900-000	OTHER PROFESSIONAL SERVI	277.50
		TIF REPORTING		414 4414-81900-000	OTHER PROFESSIONAL SERVI	277.50
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I-337771		2007 OSA TIF REPORTS	277.50			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		2007 OSA TIF REPORTS		412 4412-81900-000	OTHER PROFESSIONAL SERVI	92.50
		2007 OSA TIF REPORTS		413 4413-81900-000	OTHER PROFESSIONAL SERVI	92.50
		2007 OSA TIF REPORTS		414 4414-81900-000	OTHER PROFESSIONAL SERVI	92.50
		=== VENDOR TOTALS ===	2,590.00			
=====						
01-04084		FIRE EQUIPMENT SPECIALTIES				
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I-5778		25 OFFSET D CARABINERS	509.02			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		25 OFFSET D CARABINERS		402 4402-91000-000	MACHINERY & EQUIPMENT	509.02
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I-5781		REPAIR NOZZLE & 4 GAS METERS	1,107.36			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		REPAIR NOZZLE		101 4124-87029-000	REPAIR OTHER EQUIPMENT	365.89
		4 GAS METERS		402 4402-91000-000	MACHINERY & EQUIPMENT	741.47
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I-5789		CLOTHING	67.71			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		CLOTHING		101 4124-77000-000	CLOTHING	67.71
		=== VENDOR TOTALS ===	1,684.09			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05026		FOREMOST FIRE PROMOTIONS				
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I-32518		STAFF OPEN HOUSE SUPPLIES	442.88			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		STAFF OPEN HOUSE SUPPLIES		101 4124-89000-000	MISCELLANEOUS	442.88
		=== VENDOR TOTALS ===	442.88			
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01-05121		GFOA				
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I-200808111311		GAAP UPDATE	135.00			
8/11/2008	APBNK	DUE: 8/11/2008 DISC: 8/11/2008		1099: N		
		GAAP UPDATE		101 4113-86100-000	CONFERENCES/EDUCATION/AS	135.00
		=== VENDOR TOTALS ===	135.00			
=====						
01-05166		GRAINGER, W. W., INC.				
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I-9708202578		LARP STREET LIGHTS	1,834.74			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		STREET LIGHT BULBS		101 4132-87120-000	STREET LIGHT MAINTENANCE	1,249.38
		ST LIGHT BALLAST HID CORE/COIL		101 4132-87120-000	STREET LIGHT MAINTENANCE	585.36
		=== VENDOR TOTALS ===	1,834.74			
=====						
01-05162		GREAT NORTHERN LANDSCAPES INC				
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I-6649		2 MAPLE TREES	340.00			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		2 MAPLE TREES		101 4134-84030-000	TREE PLANTING	340.00
		=== VENDOR TOTALS ===	340.00			
=====						
01-05248		HENN TECH COLLEGE				
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I-00155017		TRAILER, FLAME LIQ, BURN TRAIL	2,156.00			
8/21/2008	APBNK	DUE: 8/21/2008 DISC: 8/21/2008		1099: N		
		TRAILER, FLAME LIQ, BURN TRAIL		101 4124-86020-000	TRAINING	2,156.00
		=== VENDOR TOTALS ===	2,156.00			
=====						
01-05163		KAREN ROGERS				
-----						
I-200808201332		REFUND: DID NOT ATTEND CLASS	64.00			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		REFUND: DID NOT ATTEND CLASS		201 34340-000	NON-RESIDENT FEE	64.00
		=== VENDOR TOTALS ===	64.00			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-03255	KEEPRS, INC.					
I-94621-01		2 SHIRTS FOR FIRE FIGHTERS	40.17			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		2 SHIRTS FOR FIRE FIGHTERS		101 4124-77000-000	CLOTHING	40.17
=== VENDOR TOTALS ===			40.17			

01-05155	KING LUMINAIRE COMPANY INC					
I-005376		BANNER ARMS & CLAMP ON FLOWER	5,566.00			
8/11/2008	APBNK	DUE: 8/11/2008 DISC: 8/11/2008		1099: N		
		BANNER ARMS		403 4403-91000-000	MACHINERY & EQUIPMENT	3,036.00
		CLAMP ON FLOWER POT HOLDERS		403 4403-91000-000	MACHINERY & EQUIPMENT	2,530.00
=== VENDOR TOTALS ===			5,566.00			

01-05404	KURHAJETZ, CLEM					
I-200808201329		MILEAGE	20.58			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		MILEAGE		101 4124-86010-000	MILEAGE	20.58
=== VENDOR TOTALS ===			20.58			

01-05541	LESCO INC					
I-22416514		WEED KILLER	141.89			
8/20/2008	APBNK	MANUAL CK# 073709 8/14/2008		1099: N		
		WEED KILLER		101 4132-70120-000	SUPPLIES	141.89
=== VENDOR TOTALS ===			141.89			

01-07272	LILLIE SUBURBAN NEWSPAPER					
I-200808121315		ANNUAL DISCLOSURE OF TAX	19.50			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		ANNUAL DISCLOSURE OF TAX		101 4111-70410-000	LEGAL NOTICES	19.50
=== VENDOR TOTALS ===			19.50			

01-05440	LOFFLER COMPANIES, INC					
I-102524		MAINT CHARGE 8/22/08-11/21/08	531.63			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		MAINT CHARGE 8/22/08-11/21/08		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	531.63
=== VENDOR TOTALS ===			531.63			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05789	DAN MALONE					
I-200808111312		TAE KWON DO INSTRUCTOR	444.00			
8/11/2008	APBNK	DUE: 8/11/2008 DISC: 8/11/2008		1099: N		
		TAE KWON DO INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	444.00
		=== VENDOR TOTALS ===	444.00			
=====						
01-05665	METROPOLITAN COUNCIL					
I-200808111309		SEPTEMBER/08 S.S.	36,383.81			
8/11/2008	APBNK	DUE: 8/11/2008 DISC: 8/11/2008		1099: N		
		SEPTEMBER/08 S.S.		601 4601-85060-000	METRO SEWER CHARGES	36,383.81
		=== VENDOR TOTALS ===	36,383.81			
=====						
01-05157	MICHAEL BROWN					
I-200808111323		REFUND: CLASS CANCELLED	70.00			
8/13/2008	APBNK	DUE: 8/13/2008 DISC: 8/13/2008		1099: N		
		REFUND: CLASS CANCELLED		201 34340-000	NON-RESIDENT FEE	70.00
		=== VENDOR TOTALS ===	70.00			
=====						
01-05164	NANCY'S CRAFT CAPERS LLC					
I-200808201333		FAKE BUGS, FROGS, & BUTTERFLY	96.00			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		FAKE BUGS, FROGS, & BUTTERFLY		201 4201-70100-000	SUPPLIES	96.00
		=== VENDOR TOTALS ===	96.00			
=====						
01-05949	NFPA INTERNATIONAL					
I-4315668Y		FIRE SUPPLIES ICE CREAM SOC	228.55			
8/20/2008	APBNK	DUE: 8/20/2008 DISC: 8/20/2008		1099: N		
		FIRE SUPPLIES ICE CREAM SOC		101 4116-89010-000	SPECIAL EVENTS	228.55
		=== VENDOR TOTALS ===	228.55			
=====						
01-05973	NORTH SUBURBAN ACCESS CO.					
I-08-840		APRIL-JUN PROG & WEBSTREAM	484.29			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		APRIL-JUN WEBSTREAMING		101 4116-85050-000	CABLE TV	349.29
		APRIL-JUN PROGRAMMING		101 4116-85050-000	CABLE TV	135.00
		=== VENDOR TOTALS ===	484.29			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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 POST DATE BANK CODE -----DESCRIPTION----- GROSS DISCOUNT P.O. # G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION  
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01-06054 ORCHARD TRUST COMPANY

I-200808111310 AUGUST/08 DEF COMP 372.00  
 8/11/2008 APBNK DUE: 8/11/2008 DISC: 8/11/2008 1099: N  
 AUGUST/08 DEF COMP 101 21709-000 OTHER PAYABLE 354.00  
 AUGUST/08 DEF COMP 201 21709-000 OTHER PAYABLE 18.00  
 === VENDOR TOTALS === 372.00

01-06065 OXYGEN SERVICE COMPANY

I-03091031 BREATHING AIR 56.59  
 8/13/2008 APBNK DUE: 8/13/2008 DISC: 8/13/2008 1099: N  
 BREATHING AIR 101 4124-70100-000 SUPPLIES 56.59  
 === VENDOR TOTALS === 56.59

01-06115 TIMOTHY PITTMAN

I-200808111313 REIMB: SUPPLIES & MILEAGE 95.98  
 8/11/2008 APBNK DUE: 8/11/2008 DISC: 8/11/2008 1099: N  
 REIMB: SUPPLIES 101 4131-70110-000 SUPPLIES 21.10  
 REIMB: MILEAGE 101 4141-86101-000 MILEAGE 74.88  
 === VENDOR TOTALS === 95.98

01-06945 QWEST

I-200808121317 LANDLINE TELEPHONE 58.03  
 8/12/2008 APBNK DUE: 8/12/2008 DISC: 8/12/2008 1099: N  
 LANDLINE TELEPHONE 101 4141-85011-000 TELEPHONE - LANDLINE 58.03  
 === VENDOR TOTALS === 58.03

01-06386 S & S TREE SPECIALISTS IN

I-23733 REMOVAL & PRUNING OF TREES 3,098.62  
 8/11/2008 APBNK DUE: 8/11/2008 DISC: 8/11/2008 1099: N  
 REMOVAL OF TREE 419 4419-85000-000 TREE REMOVAL 2,623.62  
 PRUNING OF TREES 419 4419-84000-000 TREE TRIMMING 475.00  
 === VENDOR TOTALS === 3,098.62

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06301	SAMS CLUB DISCOVER CARD					
-----						
I-200808191326	CH, ICE CREAM SOC, PK PRO SUP		531.72			
8/19/2008	APBNK	DUE: 8/19/2008 DISC: 8/19/2008		1099: N		
		SUPPLIES- TOILET PAPER		101 4131-70110-000	SUPPLIES	186.00
		CAKE		101 4116-89010-000	SPECIAL EVENTS	28.67
		BUG FOLD UPS & VISORS		201 4201-70100-000	SUPPLIES	87.69
		BUG NETS, BUG BOXES, MAG GLASS		201 4201-70100-000	SUPPLIES	67.50
		ICE CREAM FOR ICE CREAM SOC		101 4116-89010-000	SPECIAL EVENTS	31.44
		ICE CREAM SOCIAL SUPPLIES		101 4116-89010-000	SPECIAL EVENTS	130.42
		=== VENDOR TOTALS ===	531.72			
=====						
01-05110	SRF CONSULTING GROUP INC					
-----						
I-6527-2	STREETSCAPE- CONSULT SERVICE		816.51			
8/21/2008	APBNK	DUE: 8/21/2008 DISC: 8/21/2008		1099: N		
		STREETSCAPE- CONSULT SERVICE		412 4412-81910-000	CONSULTING-STREETSCAPE	816.51
		=== VENDOR TOTALS ===	816.51			
=====						
01-06463	STAR TRIBUNE					
-----						
I-200808121319	YEARLY SUBSCRIPTION		111.80			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		YEARLY SUBSCRIPTION		101 4116-70420-000	NEWSLETTERS/INFORMATION	111.80
		=== VENDOR TOTALS ===	111.80			
=====						
01-00878	US BANCORP					
-----						
I-200808111308	CREDIT CARD PAYMENT		240.74			
8/11/2008	APBNK	MANUAL CK# 073677 8/11/2008		1099: N		
		GARAGE SALE ADS		101 4116-89010-000	SPECIAL EVENTS	70.00
		SLOGAN AWARD		101 4116-89010-000	SPECIAL EVENTS	50.00
		PHOTO AWARD		101 4116-89010-000	SPECIAL EVENTS	50.00
		ICE CREAM FOR ICE CREAM SOC		101 4116-89010-000	SPECIAL EVENTS	31.44
		FLOWERS		101 4116-89010-000	SPECIAL EVENTS	39.30
		=== VENDOR TOTALS ===	240.74			
=====						
01-07901	WASTE MANAGEMENT-BLAINE					
-----						
I-200808121318	JULY/08 RESIDENTIAL RECYCLING		1,858.45			
8/12/2008	APBNK	DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
		JULY/08 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	1,858.45
		=== VENDOR TOTALS ===	1,858.45			

PACKET: 00219 AUGUST 8- AUGUST 21

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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-----ID-----
POST DATE  BANK CODE  -----DESCRIPTION-----      GROSS   P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-05870  XCEL ENERGY
    
```

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
I-200808121316			GAS, ELECT AND STREET LIGHTS	2,155.29			
8/12/2008	APBNK		DUE: 8/12/2008 DISC: 8/12/2008		1099: N		
			SCHOOL WARMING HOUSE		101 4132-85020-000	STREET LIGHTING	63.32
			ELECT		101 4132-85020-000	STREET LIGHTING	90.85
			STREET LIGHT SERVICE		101 4132-85020-000	STREET LIGHTING	1,965.74
			ELECT-GAZEBO		101 4141-85020-000	ELECTRIC/GAS	26.84
			ELECT-SNELLING/HOYT ST. SIGN		101 4132-85020-000	STREET LIGHTING	8.54
=== VENDOR TOTALS ===				2,155.29			
=== PACKET TOTALS ===				71,821.77			

pera ck#73708	2,579.67
fed withholding	7,182.61
state withholding	1,213.46
icma wire transfer	317.00
<b>TOTAL</b>	<b>83,116.51</b>



**CONSENT F2**  
**8/27/08**

**ITEM:**                   **City Licenses**

**SUBMITTED BY:**   **Stacey Kreuser, Assistant City Administrator/Deputy Clerk**

**EXPLANATION:**

The following business has applied for mechanical contractor's licenses for 2008. Staff has received the necessary documents for licensure.

- Woodland Stoves & Fireplaces

**ITEM:** Human Rights Commission Grant Application

**SUBMITTED BY:** Justin Miller, City Administrator

**EXPLANATION:**

The Minnesota Department of Human Rights and the League of Minnesota Human Rights Commissions are soliciting applications for their 2008 grant program. Up to \$1,500 may be awarded to each city to fund projects that provide capacity building to local commissions that will develop and implement civic engagement and social justice educational activities in the community.

For several years, the Falcon Heights Human Rights Commission has attempted to connect with the immigrant populations in Falcon Heights. Unfortunately, these efforts have not been as successful as we would like. This grant application asks for \$1,500 to enlist two separate consultants – one who is a specialist in the Somali culture so we can learn how to better approach this population, and another who can facilitate a strategic planning session for the city council and human rights commission. Both of these activities will assist the human rights commission in becoming a more active and successful ambassador for the City of Falcon Heights.

One round of funding has already been approved, with many of the commissions receiving money for similar requests as ours. Because of this, we are optimistic that the grant evaluators will be receptive to our request and fully fund it.

The deadline for submittal is September 30<sup>th</sup>, and if we are not selected, staff will re-submit the application for the December 31<sup>st</sup> deadline. We will have up to six months upon award to use the grant money, and the money will go directly to the vendors we select.

**ACTION REQUESTED:**

Staff recommends that the Falcon Heights City Council approve an application to the Minnesota Department of Human Rights and the League of Minnesota Human Rights Commissions grant program in the amount of \$1,500.



Minnesota Department of  
HUMAN RIGHTS

# Local Human Rights Commissions Project Grant 2008 Guidelines



## OUR MISSION

*To make Minnesota discrimination free.*

## GRANTMAKING PRIORITIES

The Minnesota Department of Human Rights (Department) and League of Minnesota Human Rights Commissions (League) invite local human rights commission to apply for a capacity building mini-grant. Requests up to \$1,500 will be accepted on a first-come-first-serve basis. The deadlines for requests in 2008 are June 30, September 30, and December 31.

**In 2008, the Local Human Rights Commission Project Grant will fund projects that provide capacity building to local commissions to develop and implement civic engagement and social justice educational activities in the community.**

**What Is Capacity Building?** Capacity building is the development of an organization's core skills and capabilities, such as leadership, management, finance and fundraising, programs and evaluation, in order to build the organization's effectiveness and sustainability. Strong local human rights commissions are not possible without proactive capacity building, which can lead to strategic and fundamental changes in the commission's role in the community.

**Why Did The Department Of Human Rights Choose This Focus?** In 2006, the Minnesota Department of Human Rights completed a Needs Analysis survey of all local human rights commissions. This survey was completed to better understand the local commissions' needs and to gain perspective as to why some areas of the state were not engaged in human rights activities in spite of having a local human rights commission. Among the things we learned are that local commissions lacked staffing, received limited support from their local government sponsors and volunteer commission members needed training, capacity building, and networking opportunities.

**What We Will Fund.** The grant review committee, made up of representatives from the Department and the League, seek to fund projects by local human rights commissions designed to develop the commission's ability to govern itself, increase membership, develop its organizational capacity and sustainability, and effectively engage community members in human rights programming. An example of project elements and strategies:

- Increasing the commission's ability to engage community in public discourse of human right issues
- Increasing the commission's ability to build grassroots coalitions and networks of individuals, organizations and institutions
- Improving the commission's ability to identify and train youth to become effective human rights leaders

-Over-

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### Local Human Rights Commission Project

*A mini-grant program for local human rights commissions*

*Administered by the Minnesota Department of Human Rights in collaboration with the League of Minnesota Human Rights Commissions*

Filename: Grant Guidelines (Sept08)

**Preference Will Be Given To Applicants With:**

- Projects that empower commissions to develop and implement civic engagement and social justice educational activities
- Capacity building activities that maximize participation by local human rights commissions
- Projects that identify and capitalize on opportunities to leverage available resources in the community
- Local human rights commissions outside the seven-county metropolitan area

**Special Consideration Will Be Given To:**

- Local human rights commissions who have not received prior support through this grant program.
- Local human rights commission with no current operating budgets.
- Collaborative projects where two or more local human rights commissions submit a joint application. These projects may be higher than the \$1,500 per commission limit. The limit on these projects will increase \$1,500 for ever commission that is a part of the joint application. For example an application submitted jointly by 4 commissions could receive a maximum award of \$6,000.
- Projects that accomplish part of a commission's long-term plan for its growth and development.
- Commissions that have youth members

**Who Can Apply**

Local commissions that want to use their increased capacity to provide greater service to their local communities. Grants will be awarded to active local human rights commissions that seek to build on the assets and strengths of their members and local communities.

**If you have any questions or need more information, please contact Mario A. Hernandez at 651.297.5091 or 800.657.3704. You can also send an email to [mario.hernandez@state.mn.us](mailto:mario.hernandez@state.mn.us).**

The Local Human Rights Commissions Project Grant Review Committee will review grant applications. The committee is comprised of members of the Minnesota Department of Human Rights and the League of Human Rights Commissions. Each request will be evaluated based on the strength of the proposal and the need of support.

*These guidelines are periodically revised to acknowledge community feedback.*

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**Local Human Rights Commission Project**

*A mini-grant program for local human rights commissions*

*Administered by the Minnesota Department of Human Rights in collaboration with the League of Minnesota Human Rights Commissions*

Filename: Grant Guidelines (Sept08)





Minnesota Department of  
HUMAN RIGHTS

# Local Human Rights Commissions Project

*Grant Recipients*



## THE MINNESOTA DEPARTMENT OF HUMAN RIGHTS GRANT REPORT

| August 2008

Total number of grants: 7

Total Funding approved: \$9,810

<u>LOCAL HUMAN RIGHTS COMMISSIONS RECEIVING GRANT</u>	<u>AWARD AMOUNT</u>
<b>City of Brooklyn Park Human Rights Commission</b> <i>Brooklyn Park, MN</i> For strategic planning	\$ 1,500
<b>Crystal, New Hope, Golden Valley, Plymouth and Robbinsdale Human Rights Commissions</b> <i>(Joint Application)</i> <i>Crystal, MN</i> For cross cultural communications training	\$ 1,600
<b>Duluth Human Rights Commission</b> <i>Duluth, MN</i> For strategic planning to recruit new members	\$ 820
<b>Edina Human Rights and Relations Commission</b> <i>Edina, MN</i> For strategic planning and leadership development	\$ 1,500
<b>Hopkins Human Rights Commission</b> <i>Hopkins, MN</i> For leadership development	\$ 1,500
<b>Plymouth Human Rights Commission</b> <i>Plymouth, MN</i> For capacity building training in coalition building and civic engagement	\$ 1,500
<b>Winona Human Rights Commission</b> <i>Winona, MN</i> For mediated facilitation training	\$ 1,390

**Local Human Rights Commission Project**

*A mini-grant program for local human rights commissions*

*Administered by the Minnesota Department of Human Rights in collaboration with the League of Minnesota Human Rights Commissions*

Filename: Grant Recipients (Template)

**CONSENT F4**  
**8/27/08**

**ITEM:**                   **Firefighter appointments**

**SUBMITTED BY:**   **Clem Kurhajetz, Fire Chief**

**EXPLANATION:**

Rochelle Hawthorne and Jessica Adams are recommended for approval as firefighters with the Falcon Heights Fire Department.

**ACTION REQUESTED:**

Approval

CONSENT F5  
8/27/08

**ITEM:**                    **Parks and Recreation Commission Appointment**

**SUBMITTED BY:**    **Justin Miller, City Administrator**

**Explanation:**

James Brisbois is a junior at RAHS and has completed an application to serve as a student representative on the Parks/Rec Commission. His application follows.

**Action Requested:**

Approval of James Brisbois to the Parks/Rec Commission





**ITEM:** Recreational Fire Code Amendment

**SUBMITTED BY:** Justin Miller, City Administrator

**EXPLANATION:**

Recently, staff have received an increase in the number of complaints regarding recreational fires being held in resident's backyards. The complaints have been focused on hours of operation, proximity to structures and property lines, and excess smoke and odors.

By reference, the city has adopted the Minnesota State Fire Code, which only addresses some of the above concerns. Staff has consulted with the city attorney and has produced the attached code amendment which would add the following restrictions to recreational fires in Falcon Heights:

- (1) The fire is used for cooking, social, or recreational purposes, not burning trash, debris, grass, tree trimmings, or similar materials
- (2) The fire is at least twenty-five (25) feet from a structure and ten (10) feet from property line;
- (3) The fire is no greater than three (3) feet in diameter and two (2) feet in flame height;
- (4) The fire burns charcoal or unpainted or untreated one (1) inch diameter wood, not trash or garden residue;
- (5) The fire burns between:
  - a. 9:00 am and 10:00 pm Sunday through Thursday;
  - b. 9:00 am and 11:00 pm Friday, Saturday and legal holidays;
- (6) The fire is located at least three (3) feet from combustible materials;
- (7) A responsible adult is attending the fire and the fire is completely extinguished before leaving the scene;
- (8) Fire extinguishing equipment (such as buckets, shovels, garden hose, or a fire extinguisher) is readily available for use; and
- (9) Wind speeds do not exceed 10 mph.
- (10) Recreational fires are not permitted at anytime of day when the Minnesota Pollution Control Agency has issued an air quality alert or Minnesota Department of Natural Resources has declared a burning ban.
- (11) The Fire Chief and authorized fire department personnel, and police are authorized to require that a recreational fire be immediately extinguished if the fire constitutes a hazardous condition.

By incorporating these requirements into the city code, public safety personnel will have more authority to take action when an unsafe recreational fire exists.

**ACTION REQUESTED:**

Staff recommends that the Falcon Heights City Council adopt the attached code amendment relating to recreational fires.

ORDINANCE NO. 08-02

CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING THE FALCON HEIGHTS CITY CODE  
CONCERNING RECREATIONAL FIRES

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

**SECTION 1.** Chapter 26 (Fire Prevention and Protection) of the Falcon Heights City Code is amended to add the following section:

**Sec. 26-4. Recreational fires.**

- (a) It shall be unlawful for any person to burn a recreational fire in the City unless:
- (1) the fire is used for cooking, social, or recreational purposes, not burning trash, debris, grass, tree trimmings, or similar materials;
  - (2) the fire is at least twenty-five (25) feet from a structure and ten (10) feet from property line;
  - (3) the fire is no greater than three (3) feet in diameter and two (2) feet in flame height;
  - (4) the fire burns charcoal or unpainted or untreated one (1) inch diameter wood, not trash or garden residue;
  - (5) the fire burns between:
    - a. 9:00 am and 10:00 pm Sunday through Thursday;
    - b. 9:00 am and 11:00 pm Friday, Saturday and legal holidays;
  - (6) the fire is located at least three (3) feet from combustible materials;
  - (7) a responsible adult is attending the fire and the fire is completely extinguished before leaving the scene;
  - (8) fire extinguishing equipment (such as buckets, shovels, garden hose, or a fire extinguisher) is readily available for use; and
  - (9) wind speeds do not exceed 10 mph.
- (b) Recreational fires are not permitted at anytime of day when the Minnesota Pollution Control Agency has issued an air quality alert or Minnesota Department of Natural Resources has declared a burning ban.
- (c) The Fire Chief and authorized fire department personnel, and police are authorized to require that a recreational fire be immediately extinguished if the fire constitutes a hazardous condition.

**SECTION 2. EFFECTIVE DATE:** This ordinance shall take effect from and after its passage.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2008, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Peter Lindstrom, Mayor

ATTEST:

\_\_\_\_\_  
Justin Miller, City Administrator/Clerk

**ITEM:** Dogs in City Parks Trial Period Discussion

**SUBMITTED BY:** Annie Green & Melissa Weber-Sanders, Parks & Recreation  
Commissioners

**REVIEWED BY:** Lisa Abernathy, Recreation Supervisor

**Summary:** The Parks and Recreation Commission would like to pursue allowing dogs in the parks from the hours of 7A.M. until 9 P.M. for a trial period of one year (so that we can include next summer). Dogs would be allowed on the grassy areas during those hours but must be leashed at all times with a leash no longer than 6 feet in length. Dogs would still be allowed to walk through the parks on the sidewalks during other hours of the day as is already allowed.

A poll regarding this issue conducted on the Falcon Heights website received 28 responses with 67% in favor of allowing dogs and 33% not in favor.

The City is responsible for monitoring phone calls or complaints to City Hall and the police department. When the trial period ends, the Commission will assess the responses and issues and decide whether to pursue changing the ordinance.

**Action Requested:**

The Parks and Recreation Commission recommends approval of a trial run for allowing dogs in the parks.

**ITEM:**                    **Dynamic Sign Ordinance Amendment**

**SUBMITTED BY:**    **Justin Miller, City Administrator**

**Background:**

Following the City Council's approval of the interim amendment regarding dynamic display signs, the Planning Commission spent four months studying the issue. Commissioners have studied the new signage technologies and considered whether and how the Falcon Heights sign code should be updated to provide for these new types of signs, in particular dynamically changing signs made possible by LED and other new technologies. The commission read research material and ordinances from other cities in the metropolitan area which have already updated their sign codes. The commission also received comment from the public in May and June.

At the request of the commission, the city attorney prepared a draft ordinance based on commission discussions in May and June. A public hearing on this proposed ordinance was held July 22<sup>nd</sup>. Following the hearing, the Planning Commission discussed the draft in detail and made several changes. They then voted unanimously to recommend that the Council approve their amended draft of the ordinance.

**Summary:**

The consensus of the Planning Commission is to allow dynamic display signs in the B-2 and B-3 commercial districts of the city, with certain restrictions. The commission was concerned that a flat prohibition would subject the city to legal challenge, but they wanted to make sure that any negative effects on residential neighborhoods and traffic safety would be minimized as much as possible.

The commission's changes to the draft are all in Section 8 of the ordinance and are primarily aimed at making sure their intentions are clear: that dynamic sign images and messages must be still and static except for a change no more than once every 24 hours (except time and temperature signs). Changes to a sign's image or message must be accomplished without any special effects. Section 8 also defines how much of a sign may be dynamic and imposes a setback of 150 feet from residential property. Applicable provisions of the existing sign code would also still apply.

The draft ordinance also adds two definitions to the definition section (113-3) of the zoning chapter and provides some needed updates related to non-conforming signs and illuminated signs.

**Attachments**

- Ordinance amending Chapter 113 of the City Code concerning dynamic signage

ORDINANCE NO. 08-03

CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA

AN ORDINANCE AMENDING CHAPTER 113 OF THE CITY CODE  
CONCERNING DYNAMIC SIGNAGE

THE CITY COUNCIL OF THE CITY OF FALCON HEIGHTS ORDAINS:

**SECTION 1.** Section 113-3 of the Falcon Heights City Code is amended to add the following definitions:

Nit means a unit of measurement for luminance. The total amount of light emitted from a sign divided by the surface area of the sign (candelas per square meter).

Sign, dynamic display. Any characteristics of a sign that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure or any other component of the sign. This includes displays that incorporate technology or methods allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components as well as any rotating, revolving, moving, flashing, blinking or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, digital ink or any other method or technology that allows the sign face to present a series of images or displays.

**SECTION 2.** Section 113-416(a) of the Falcon Heights City Code is amended to read:

a) *Permit required.* Except as otherwise provided in this section, no sign or structure shall be erected, constructed, altered, replaced with a dynamic display sign, rebuilt or relocated except as provided in this article and until a permit for the same has been issued by the zoning administrator upon application and to include such information as is required for a complete understanding of the proposed work.

**SECTION 3.** Section 113-426 of the Falcon Heights City Code is added to read:

**Sec. 113-426. Non-conforming signs: compliance.**

It is recognized that signs exist within zoning districts that were lawful before this sign ordinance was enacted, which would be prohibited, regulated or restricted under the terms of this chapter or future amendments. It is the intent of this sign ordinance that nonconforming signs shall not be enlarged upon, expanded or extended, nor be used as grounds for adding other signs or uses prohibited elsewhere in the same district. It is further the intent of this sign ordinance to permit legal nonconforming signs existing on the effective date of this sign ordinance, or amendments thereto, to continue as legal nonconforming signs provided such

signs are safe, are maintained so as not to be unsightly, and have not been abandoned or removed subject to the following provisions:

- (1) No sign shall be enlarged or altered in a way which increases its nonconformity.
- (2) Should such sign or sign structure be destroyed by any means to an extent greater than fifty (50) percent of its replacement cost and no building permit has been applied for within 180 days of when the property was damaged, it shall not be reconstructed except in conformity with the provisions of this ordinance.
- (3) Should such sign or sign structure be moved for any reason for any distance whatsoever, it shall thereafter conform to the regulations for the zoning district in which it is located after it is moved.
- (4) No existing sign devoted to a use not permitted by the zoning code in the zoning district in which it is located shall be enlarged, extended or moved except in changing the sign to a sign permitted in the zoning district in which is it located.
- (5) When a structure loses its nonconforming status all signs devoted to the structure shall be removed and all signs painted directly on the structure shall be repainted in a neutral color or a color which will harmonize with the structure.

**SECTION 4.** Section 113-450(a) of the Falcon Heights City Code is amended to read:

- (1) Types of signs allowed. Business, dynamic display signs, nameplate, identification, illuminated, ground, pedestal, political, real estate sales, temporary, wall and courtesy bench signs.

**SECTION 5.** Section 113-450(b) of the Falcon Heights City Code is amended to read:

- (1) Types of signs allowed. Business, nameplate, identification, illuminated, ground, pedestal, political, real estate sales, temporary, wall and courtesy bench signs. Dynamic display signs are permitted in B-3 districts only.

**SECTION 6.** Section 113-471 of the Falcon Heights City Code is amended to read:

- (a) Any sign illuminated and located within 50 feet of a residential district lot line shall be diffused or indirect so as not to reflect direct rays of light into adjacent residences. All illuminated signs in business and industrial districts in close proximity to residential districts shall be designed so as to illuminate the sign and not residential property to the extent practicable.
- (b) Illuminated signs lighted by any means as an integral part of the sign, by floodlights, or any other means which cast light away from the sign shall be governed as follows:
  - (1) Any combination of signs or light sources which cast light on a public street shall not exceed one footcandle meter reading as measured from the centerline of said street.
  - (2) Any combination of signs or lights which cast light on property zoned for residential use shall not exceed 0.4 footcandle meter reading as measured from any part of said residential area.

(3) In no instance shall exposed lightbulbs be utilized to light signs, property, or merchandise for sale or rent. Said lights shall be hooded or controlled in some manner so as to direct light away from public streets or adjacent to nearby property.

(c) No sign may be brighter than is necessary for clear and adequate visibility.

(d) No sign may be of such intensity or brilliance as to impair the vision of a motor vehicle driver with average eyesight or to otherwise interfere with the driver's operation of a motor vehicle.

(e) No sign may be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device, or signal.

**SECTION 7.** Section 113-473 of the Falcon Heights City Code is amended to read:

Devices giving off an intermittent or rotating beam of rays of light shall be prohibited, except dynamic display signs, symbols or numerals indicating time and temperature as long as the display does not change more frequently than every 30 seconds. In no event, however, shall any light be permitted which may be confused with lights from a snowplow, police car, ambulance, or other emergency vehicle.

**SECTION 8.** Section 113-492 of the Falcon Heights City Code is added to read:

Dynamic displays on signs are permitted subject to the following conditions:

(1) No dynamic display sign shall be located within 150 feet of a residential district lot line.

(2) Dynamic display signs are subordinate to ground and pedestal signs and must not be the predominant feature of the sign area. A dynamic display shall not occupy more than twenty-five percent (25 %) of the sign area. Only one dynamic display is allowed per sign face.

(3) The images and messages displayed must be static, and a dynamic display shall display no more than one static image and/or message per 24 hour period, except when changes are necessary to correct the time and temperature information. Time and temperature information is considered a dynamic display and may not be included as a component of any other dynamic display. Except for time and temperature, change shall take place between 9 a.m. and noon.

(4) No dynamic display sign shall use more than one color of lighting. That is, it shall render images with one constant hue and brightness on an unlighted background.

(5) The transition from one static display to another must be without any special effects.

(6) The images and messages displayed must be complete in themselves without continuation in content to the next image or message or to any other sign.



(7) Dynamic displays must be designed and equipped to freeze the device in one position if a malfunction occurs. The displays must also be equipped with a means to immediately discontinue the display if it malfunctions, and the sign owner must immediately stop the dynamic display when notified by the City that the display is not complying with the standards of this ordinance.

(8) All dynamic displays shall meet the following brightness standards in addition to those in section 113-471(c), (d), and (e):

(a) Sunrise to sunset: no greater than 2000 nits,

(b) Sunset to sunrise: no greater than 500 nits.

**SECTION 9. EFFECTIVE DATE:** This ordinance shall take effect from and after its passage.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2008, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Peter Lindstrom, Mayor

ATTEST:

\_\_\_\_\_  
Justin Miller, City Administrator/Clerk