

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

AGENDA
October 14, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ KUETTEL ____
LONG ____ MERCER-TAYLOR ____
MILLER ____
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: September 23, 2009
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 10/8/09: \$169,174.65
Payroll through 9/30/09: \$15,571.13
 - 2. City License Renewal
 - 3. Northwest Youth and Family Services Agreement
 - 4. Change of date for November 11th City Council Meeting
 - 5. Resolution of Intent to Participate in National Flood Insurance Program
- G: POLICY ITEMS
 - 1. Planned Unit Development at 1871 Larpenteur , with zoning change and amendment to the City's Comprehensive Plan
 - 2. Award Bid for Roof Top Unit Replacement ADDENDUM
- 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

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2077 West Larpenteur Avenue

AGENDA
September 23, 2009

- A. CALL TO ORDER: 7:00 PM
- B. ROLL CALL: LINDSTROM __X__ HARRIS __X__ KUETTEL __X__
LONG __X__ MERCER-TAYLOR __AB__
MILLER __X__
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES: September 9, 2009 APPROVED REVISTED
MINUTES
- E. PUBLIC HEARINGS:
 - 1. 2009 Street Improvement Project Assessment Hearing KUETTEL MOVED
APPROVAL 4-0
- F. CONSENT AGENDA: HARRIS MOVED APPROVAL 4-0
 - 1. General Disbursements through 9/17/09: \$324,972.84
Payroll through 8/27/09: \$15,457.33
 - 2. Award Bid for Damaged Curb Replacement
 - 3. Establish the Budget Line Items of the Special Revenue Fund CERT (205)
 - 4. Kaliedoscope Lease Agreement Resolution
- G: POLICY ITEMS
 - 1. Greensteps Cities Demonstration Project Application LONG MOVED
APPROVAL 4-0
 - 2. Approval of Election Judges for November 3rd Municipal Elections MOVED
FROM CONSENT AND HARRIS MOVED APPROVAL 3-0 (LONG
ABSTAINED)
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT: 7:40PM

CONSENT F1
10/14/09

ITEM: **General Disbursements and Payroll**

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

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

EXPLANATION:

General Disbursements through 10/8/09: \$169,174.65

Payroll through 9/30/09: \$15,571.13

ATTACHMENTS:

General disbursements and payroll

ACTION REQUESTED:

Approval

PACKET: 00350 PAYALBES SEPT 18-OCT 5

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
=====						
01-01010	ABERNATHY, LISA					
I-200910012017		REIMB: MILEAGE	27.50			
10/01/2009	APBNK	DUE: 10/01/2009 DISC: 10/01/2009		1099: N		
		REIMB: MILEAGE		201 4201-89000-000	MISCELLANEOUS	27.50
=== VENDOR TOTALS ===			27.50			
=====						
01-00142	ACTION IMPRINTS					
I-31421		T-SHIRTS FOR WORK	133.75			
9/30/2009	APBNK	DUE: 9/30/2009 DISC: 9/30/2009		1099: N		
		T-SHIRTS FOR WORK		101 4132-77000-000	CLOTHING	133.75
=== VENDOR TOTALS ===			133.75			
=====						
01-00222	ALLEGRA PRINT & IMAGING					
I-200909292004		LETTERHEAD	28.82			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		LETTERHEAD		101 4112-70100-000	SUPPLIES	28.82
=== VENDOR TOTALS ===			28.82			
=====						
01-00800	ALLIED WASTE SERVICES					
I-200910022021		OCT/09 WASTE REMOVAL	237.06			
10/02/2009	APBNK	DUE: 10/02/2009 DISC: 10/02/2009		1099: N		
		OCT/09 WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	237.06
=== VENDOR TOTALS ===			237.06			
=====						
01-05253	AMELIA HARDY					
I-200909221991		REFUND	54.00			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		REFUND		201 34340-000	NON-RESIDENT FEE	54.00
=== VENDOR TOTALS ===			54.00			
=====						
01-00255	AMERICAN OFFICE PRODUCTS					
I-103633I		OFFICE SUPPLIES	106.28			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		OFFICE SUPPLIES		101 4112-70100-000	SUPPLIES	106.28
=== VENDOR TOTALS ===			106.28			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00276	AMERICAN TIRE DISTRIBUTORS					
I-200909292010		TIRES FOR BOBCAT	96.33			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		TIRES FOR BOBCAT		101 4132-70120-000	SUPPLIES	96.33
=== VENDOR TOTALS ===			96.33			
=====						
01-05220	ANDERSON, HELGEN, DAVIS&NISSEN					
I-200909251998		SEPT/09 PROSECUTION	2,508.52			
9/25/2009	APBNK	DUE: 9/25/2009 DISC: 9/25/2009		1099: N		
		SEPT/09 PROSECUTION		101 4123-80200-000	LEGAL FEES	2,508.52
=== VENDOR TOTALS ===			2,508.52			
=====						
01-00102	MAUREEN ANDERSON					
I-200909251999		REIMB: DVDS FOR RECORDING	16.90			
9/25/2009	APBNK	DUE: 9/25/2009 DISC: 9/25/2009		1099: N		
		REIMB: DVDS FOR RECORDING		101 4116-85050-000	CABLE TV	16.90
=== VENDOR TOTALS ===			16.90			
=====						
01-00869	BENEFIT EXTRAS, INC					
I-31967		3RD QTR FLEX MINIMUM	90.00			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		3RD QTR FLEX MINIMUM		101 4112-89000-000	MISCELLANEOUS	90.00
=== VENDOR TOTALS ===			90.00			
=====						
01-03089	CASH					
I-200909302013		SUPPLIES	55.80			
9/30/2009	APBNK	DUE: 9/30/2009 DISC: 9/30/2009		1099: N		
		ICE CREAM SOCIAL SUPPLIES		101 4116-89010-000	SPECIAL EVENTS	16.43
		POSTAGE		101 4112-70500-000	POSTAGE	1.39
		FASTENERS		101 4124-70100-000	SUPPLIES	2.98
		LICENSE FOR DUMPT TRUCK		101 4132-89000-000	MISCELLANEOUS	20.00
		REFUND: PARKING PERMIT-FOLWELL		101 32240-000	OTHER PERMITS	15.00
=== VENDOR TOTALS ===			55.80			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03122	CITY OF ST PAUL					
I-111485		FUEL AUGUST/09	162.80			
9/24/2009	APBNK	DUE: 9/24/2009 DISC: 9/24/2009		1099: N		
		FUEL AUGUST/09		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	162.80
=== VENDOR TOTALS ===			162.80			
=====						
01-05175	CONTINENTAL RESEARCH CORPORATI					
I-321157-CRC-1		FINAL SHOT-PENETRATING FLUID	170.30			
9/24/2009	APBNK	DUE: 9/24/2009 DISC: 9/24/2009		1099: N		
		FINAL SHOT-PENETRATING FLUID		101 4132-70120-000	SUPPLIES	170.30
=== VENDOR TOTALS ===			170.30			
=====						
01-03300	DISCOUNT STEEL, INC					
I-01553526		STEEL TUBING & A 36 HR ROUND	64.06			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		STEEL TUBING & A 36 HR ROUND		101 4124-70100-000	SUPPLIES	64.06
=== VENDOR TOTALS ===			64.06			
=====						
01-04061	FALCON HEIGHTS FIRE RELIEF					
I-200909302012		2009 FIRE AID	33,464.00			
9/30/2009	APBNK	DUE: 9/30/2009 DISC: 9/30/2009		1099: N		
		2009 FIRE AID		101 4125-64040-000	FIRE RELIEF AID	33,464.00
=== VENDOR TOTALS ===			33,464.00			
=====						
01-04084	FIRE EQUIPMENT SPECIALTIES					
I-6336		3 FLASH LIGHTS	267.89			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		3 FLASH LIGHTS		402 4402-91000-000	MACHINERY & EQUIPMENT	267.89
=== VENDOR TOTALS ===			267.89			
=====						
01-05119	GFOA					
I-200909221996		GAAP UPDATE	135.00			
9/22/2009	APBNK	MANUAL CK# 075414 9/22/2009		1099: N		
		GAAP UPDATE		101 4113-86100-000	CONFERENCES/EDUCATION/AS	135.00
=== VENDOR TOTALS ===			135.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05115	GOPHER STATE ONE CALL						
I-9090494		SEPT/09 LOCATES	62.35				
10/02/2009	APBNK	DUE: 10/02/2009 DISC: 10/02/2009		1099: N			
		SEPT/09 LOCATES		601 4601-88030-000	ONE CALL CONCEPTS-LOCATE		62.35
		=== VENDOR TOTALS ===	62.35				
=====							
01-05166	GRAINGER, W. W., INC.						
I-9083870015		BATHROOM PRODUCT	36.63				
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N			
		BATHROOM PRODUCT		101 4131-70110-000	SUPPLIES		36.63
		=== VENDOR TOTALS ===	36.63				
=====							
01-05153	HOME DEPOT CRC/GECF						
I-200909292011		SUPPLIES & REPAIRS	147.40				
9/29/2009	APBNK	MANUAL CK# 075431 9/29/2009		1099: N			
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES		9.87
		GARAGE DOOR REPAIR		101 4131-87010-000	CITY HALL MAINTENANCE		25.83
		AIR LINE MEZANINE		101 4131-87010-000	CITY HALL MAINTENANCE		70.81
		PARK SUPPLIES		101 4141-70100-000	SUPPLIES		40.89
		=== VENDOR TOTALS ===	147.40				
=====							
01-05404	KURHAJETZ, CLEM						
I-200909221995		PLAQUE FOR MARK ALLEN	48.10				
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N			
		PLAQUE FOR MARK ALLEN		101 4124-89000-000	MISCELLANEOUS		48.10
I-200910012018		DOOR PRIZES	91.00				
10/01/2009	APBNK	DUE: 10/01/2009 DISC: 10/01/2009		1099: N			
		DOOR PRIZES		101 4124-89000-000	MISCELLANEOUS		91.00
		=== VENDOR TOTALS ===	139.10				
=====							
01-05491	LANSING BUILDING PRODUCTS						
I-200909302014		DOOR REPAIR- ALUMINUM COIL	148.75				
9/30/2009	APBNK	MANUAL CK# 075432 9/30/2009		1099: N			
		DOOR REPAIR- ALUMINUM COIL		101 4131-87010-000	CITY HALL MAINTENANCE		148.75
		=== VENDOR TOTALS ===	148.75				

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=====						
01-05555		MEDICS TRAINING				
I-8652		1ST RESPONDER TRAINING	525.00			
9/23/2009	APBNK	DUE: 9/23/2009 DISC: 9/23/2009		1099: N		
		1ST RESPONDER TRAINING		101 4124-86020-000	TRAINING	525.00
		=== VENDOR TOTALS ===	525.00			
=====						
01-05670		METRO PRODUCTS INC				
I-67617		SHOP SUPPLIES	155.90			
9/24/2009	APBNK	DUE: 9/24/2009 DISC: 9/24/2009		1099: N		
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	155.90
I-67700		SHOP SUPPLIES	155.72			
10/02/2009	APBNK	DUE: 10/02/2009 DISC: 10/02/2009		1099: N		
		SHOP SUPPLIES		101 4131-70110-000	SUPPLIES	155.72
		=== VENDOR TOTALS ===	311.62			
=====						
01-01002		JUSTIN MILLER				
I-200909292001		3RD QTR MILEAGE	72.05			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		3RD QTR MILEAGE		101 4112-86010-000	MILEAGE & PARKING	72.05
		=== VENDOR TOTALS ===	72.05			
=====						
01-05252		MN DEPARTMENT OF TRANSPORTATIO				
I-PA 000175541		STREET TESTING	1,544.96			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		STREET TESTING		419 4419-92040-000	MAPLE/PRIOR MILL & OVERL	1,544.96
		=== VENDOR TOTALS ===	1,544.96			
=====						
01-05843		MN NCPERS LIFE INSURANCE				
I-200909292008		OCT/09 INSURANCE DEB	16.00			
9/29/2009	APBNK	MANUAL CK# 075429 9/29/2009		1099: N		
		OCT/09 INSURANCE DEB		101 21709-000	OTHER PAYABLE	15.20
		OCT/09 INSURANCE DEB		206 21709-000	OTHER PAYABLE	0.80
		=== VENDOR TOTALS ===	16.00			

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05671	MN SOCIETY OF CPA'S						
I-200909221993		AUDIT OF LOCAL GOVT CONF	279.00				
9/22/2009	APBNK	MANUAL CK# 075413 9/21/2009		1099: N			
		AUDIT OF LOCAL GOVT CONF		101 4113-86100-000	CONFERENCES/EDUCATION/AS		279.00
		=== VENDOR TOTALS ===	279.00				
=====							
01-07263	NEXTEL COMMUNICATIONS, INC						
I-200909292005		CELL PHONE	175.21				
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N			
		CELL PHONE		101 4121-85015-000	CELL PHONE		70.40
		CELL PHONE		101 4131-85015-000	CELL PHONE		12.11
		CELL PHONE		101 4141-85015-000	CELL PHONE		31.57
		CELL PHONE		101 4132-85015-000	CELL PHONE		7.29
		CELL PHONE		601 4601-85015-000	CELL PHONE		53.84
		=== VENDOR TOTALS ===	175.21				
=====							
01-06030	OLSON,ROLAND						
I-200909292002		MILEAGE REIMB	293.48				
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N			
		MILEAGE REIMB FOR GFOA		101 4113-86100-000	CONFERENCES/EDUCATION/AS		234.85
		3RD QTR MILEAGE		101 4113-86010-000	MILEAGE		58.63
		=== VENDOR TOTALS ===	293.48				
=====							
01-06024	ON SITE SANITATION						
I-200909241997		2 PORTABLE TOILET RENTALS	128.26				
9/24/2009	APBNK	DUE: 9/24/2009 DISC: 9/24/2009		1099: N			
		2 PORTABLE TOILET RENTALS		601 4601-85080-000	PORTABLE TOILET PARKS		128.26
		=== VENDOR TOTALS ===	128.26				
=====							
01-06065	OXYGEN SERVICE COMPANY						
I-200909221992		BREATHING AIR	79.97				
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N			
		BREATHING AIR		101 4124-70100-000	SUPPLIES		79.97
		=== VENDOR TOTALS ===	79.97				

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POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06090	GENE PAKOY					
I-200909302015		3RD QTR MECHANICALS	1,310.06			
9/30/2009	APBNK	MANUAL CK# 075433 9/30/2009		1099: N		
		3RD QTR MECHANICALS		101 4117-81220-000	MECHANICAL INSPECTORS	1,310.06
		=== VENDOR TOTALS ===	1,310.06			
=====						
01-06945	QWEST					
I-200909302016		LANDLINE TELEPHONE	265.55			
9/30/2009	APBNK	DUE: 9/30/2009 DISC: 9/30/2009		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	265.55
		=== VENDOR TOTALS ===	265.55			
=====						
01-06415	SCHARBER & SONS					
I-01-1033823		PARTS FOR JD MOWER	34.73			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		PARTS FOR JD MOWER		101 4141-87120-000	FACILITIES & GROUND MAIN	34.73
		=== VENDOR TOTALS ===	34.73			
=====						
01-06535	SPEEDWAY SUPERAMERICA					
I-200909292009		FUEL	687.30			
9/29/2009	APBNK	MANUAL CK# 075430 9/29/2009		1099: N		
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	687.30
		=== VENDOR TOTALS ===	687.30			
=====						
01-05110	SRF CONSULTING GROUP INC					
I-6809-4		STREETSCAPE PLANNING	2,377.84			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		STREETSCAPE PLANNING		412 4412-81910-000	CONSULTING-STREETSCAPE	2,377.84
		=== VENDOR TOTALS ===	2,377.84			
=====						
01-07228	CITY OF ST ANTHONY					
I-2258		OCTOBER/09 POLICE SERVICES	48,187.50			
9/30/2009	APBNK	DUE: 9/30/2009 DISC: 9/30/2009		1099: N		
		OCTOBER/09 POLICE SERVICES		101 4122-81000-000	POLICE SERVICES	48,187.50
		=== VENDOR TOTALS ===	48,187.50			

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-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION

01-00935 ST PAUL REGIONAL WATER SERVICE

I-200909221994		H2O & S.S.	354.89			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		H2O		101 4131-85040-000	WATER	87.68
		S.S		101 4131-85070-000	SEWER	16.00
		H2O		101 4141-85040-000	WATER	219.21
		S.S		101 4141-85070-000	SEWER	32.00

=== VENDOR TOTALS === 354.89

01-05249 STORK TWIN CITY TESTING CORPOR

I-200909292003		STREET TESTING	55.00			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		STREET TESTING		419 4419-92030-000	CITY HALL PARKING LOT	55.00

=== VENDOR TOTALS === 55.00

01-06930 U.S. POSTMASTER

I-200910022020		150 \$1 STAMPS	150.00			
10/02/2009	APBNK	DUE: 10/02/2009 DISC: 10/02/2009		1099: N		
		150 \$1 STAMPS		101 4112-70500-000	POSTAGE	150.00

=== VENDOR TOTALS === 150.00

01-07109 W.S. DARLEY & CO.

I-0000839643		HANDLE & SAFETY DOTS	105.30			
9/22/2009	APBNK	DUE: 9/22/2009 DISC: 9/22/2009		1099: N		
		HANDLE & SAFETY DOTS		101 4124-70100-000	SUPPLIES	105.30

=== VENDOR TOTALS === 105.30

01-07901 WASTE MANAGEMENT- BLAINE

I-200909292007		OCT/09 COMMERCIAL RECYCLING	620.26			
9/29/2009	APBNK	DUE: 9/29/2009 DISC: 9/29/2009		1099: N		
		OCT/09 COMMERCIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	620.26

=== VENDOR TOTALS === 620.26

PACKET: 00350 PAYALBES SEPT 18-OCT 5

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

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-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS	P.O. #	-----ACCOUNT NAME-----	DISTRIBUTION
I-200909292006	9/29/2009	APBNK	ELECT DUE: 9/29/2009 DISC: 9/29/2009	35.57	1099: N		
			ELECT		101 4132-85020-000	STREET LIGHTING	28.10
			ELECT		101 4132-85020-000	STREET LIGHTING	7.47
=== VENDOR TOTALS ===				35.57			
=== PACKET TOTALS ===				95,762.79			

federal withholding	5,161.77
state withholding	877.52
pera wire transfer	2,359.50
icma wire transfer	427.00
TOTAL	104,588.58

PACKET: 00353 OCTOBER 5-OCTOBER 16

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
=====						
01-00255		AMERICAN OFFICE PRODUCTS				
I-103857I		OFFICE SUPPLIES	13.90			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		OFFICE SUPPLIES		101 4112-70100-000	SUPPLIES	13.90
=== VENDOR TOTALS ===			13.90			
=====						
01-05072		BRANCH AND BOUGH TREE SERVICE				
I-200910072029		INSTALL CITY BLVD TREES	11,645.00			
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009		1099: N		
		INSTALL CITY BLVD TREES		101 4134-84030-000	TREE PLANTING	5,395.00
		INSTALL CITY BLVD TREES		101 4134-84030-000	TREE PLANTING	6,250.00
=== VENDOR TOTALS ===			11,645.00			
=====						
01-03001		CAMPBELL KNUTSON				
I-200910052025		SEPT/09 LEGALS	1,132.75			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		SEPT/09 LEGALS		101 4114-80200-000	LEGAL FEES	1,132.75
=== VENDOR TOTALS ===			1,132.75			
=====						
01-06290		CITY OF ROSEVILLE				
I-0010235		OCT/09 IT SERVICES	1,189.42			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		OCT/09 IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT	1,189.42
=== VENDOR TOTALS ===			1,189.42			
=====						
01-05134		HEJNY RENTALS, INC.				
I-174926		TOUCH-A-TRUCK OPEN HOUSE	68.56			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		TOUCH-A-TRUCK OPEN HOUSE		101 4116-89010-000	SPECIAL EVENTS	68.56
=== VENDOR TOTALS ===			68.56			
=====						
01-05512		LEAGUE OF MN CITIES				
I-135123		2009/2010 MCFC FEE	470.00			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		2009/2010 MCFC FEE		602 4602-88600-000	MCSC FEES	470.00
=== VENDOR TOTALS ===			470.00			

PACKET: 00353 OCTOBER 5-OCTOBER 16

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
=====						
01-07272		LILLIE SUBURBAN NEWSPAPER				
I-200910052023		NOTICE & ORDINANCE	26.25			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		NOTICE & ORDINANCE		101 4111-70410-000	LEGAL NOTICES	26.25
		=== VENDOR TOTALS ===	26.25			
=====						
01-05665		METROPOLITAN COUNCIL				
I-0000910756		NOV/09 S.S.	37,543.37			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		NOV/09 S.S.		601 4601-85060-000	METRO SEWER CHARGES	37,543.37
		=== VENDOR TOTALS ===	37,543.37			
=====						
01-05585		METROPOLITAN AREA MANAGEMENT A				
I-200910072028		MAMA MEETING EXPENSE	25.00			
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009		1099: N		
		MAMA MEETING EXPENSE		101 4112-86100-000	CONFERENCES/EDUCATION/AS	25.00
		=== VENDOR TOTALS ===	25.00			
=====						
01-05825		MUNICIPAL CODE CORPORATION				
I-115450		CODE UPDATE	1,705.53			
10/08/2009	APBNK	DUE: 10/08/2009 DISC: 10/08/2009		1099: N		
		CODE UPDATE		101 4114-80210-000	ZONING CODE UPDATE	1,705.53
		=== VENDOR TOTALS ===	1,705.53			
=====						
01-07263		NEXTEL COMMUNICATIONS, INC				
I-200910052024		CELL PHONES	106.61			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		CELL PHONES		101 4124-85015-000	CELL PHONE	106.61
		=== VENDOR TOTALS ===	106.61			
=====						
01-06065		OXYGEN SERVICE COMPANY				
I-200910072031		MONTHLY AIR TANK RENTAL	54.96			
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009		1099: N		
		MONTHLY AIR TANK RENTAL		101 4124-70100-000	SUPPLIES	54.96
		=== VENDOR TOTALS ===	54.96			

PACKET: 00353 OCTOBER 5-OCTOBER 16

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
=====						
01-06945	QWEST					
I-200910072027		LANDLINE TELEPHONE	58.36			
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009		1099: N		
		LANDLINE TELEPHONE		101 4141-85011-000	TELEPHONE - LANDLINE	58.36
		=== VENDOR TOTALS ===	58.36			
=====						
01-06185	RAMSEY COUNTY					
I-RISK-001280		OCT/09 INSURANCE	6,566.48			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		OCT/09 INSURANCE		101 4112-89000-000	MISCELLANEOUS	6,566.48
		=== VENDOR TOTALS ===	6,566.48			
=====						
01-06441	SCOTT WEMYSS (PARTAGS)					
I-03-157		PAR TAGS	9.28			
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009		1099: N		
		PAR TAGS		101 4124-70100-000	SUPPLIES	9.28
		=== VENDOR TOTALS ===	9.28			
=====						
01-05256	SHELIA NEMAH					
I-200910052022		REFUND: PARK BUILDING	82.13			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		REFUND: PARK BUILDING		101 34101-000	CITY FACILITY RENTAL	82.13
		=== VENDOR TOTALS ===	82.13			
=====						
01-06585	THE OFFICE CLEANERS					
I-20090930		SEPT/09 CLEANING SERVICES	341.92			
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009		1099: N		
		SEPT/09 CLEANING SERVICES		101 4131-87010-000	CITY HALL MAINTENANCE	341.92
		=== VENDOR TOTALS ===	341.92			
=====						
01-00878	US BANCORP					
I-200910082032		SUPPLIES & ADVERTISING	211.89			
10/08/2009	APBNK	DUE: 10/08/2009 DISC: 10/08/2009		1099: N		
		WORKSHOP FOOD		101 4111-70100-000	SUPPLIES	16.39
		GARAGE SALE ADS		101 4116-89010-000	SPECIAL EVENTS	195.50
		=== VENDOR TOTALS ===	211.89			

PACKET: 00353 OCTOBER 5-OCTOBER 16

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #			
POST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====						
01-07901	WASTE MANAGEMENT-	BLAINE				

I-200910072030	OCT/09 RESIDENTIAL RECYCLING	1,858.45				
10/07/2009	APBNK	DUE: 10/07/2009 DISC: 10/07/2009	1099: N			
	OCT/09 RESIDENTIAL RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS		1,858.45
	=== VENDOR TOTALS ===	1,858.45				
=====						
01-05870	XCEL ENERGY					

I-200910052026	ELECT & GAS	1,476.21				
10/05/2009	APBNK	DUE: 10/05/2009 DISC: 10/05/2009	1099: N			
	ELECT		101 4132-85020-000	STREET LIGHTING		9.28
	ELECT		601 4601-85020-000	ELECTRIC		23.37
	ELECT		101 4141-85020-000	ELECTRIC/GAS		9.28
	GAS		101 4131-85030-000	NATURAL GAS		47.51
	ELECT		101 4141-85020-000	ELECTRIC/GAS		25.10
	ELECT		101 4131-85020-000	ELECTRIC		887.52
	ELECT		101 4132-85020-000	STREET LIGHTING		40.91
	ELECT		101 4132-85020-000	STREET LIGHTING		38.40
	ELECT		101 4132-85020-000	STREET LIGHTING		43.48
	ELECT & GAS		101 4141-85020-000	ELECTRIC/GAS		351.36
	=== VENDOR TOTALS ===	1,476.21				
	=== PACKET TOTALS ===	64,586.07				

EMP #	NAME	AMOUNT
01-0012	LAURA A KUETTEL	277.05
01-0013	PETER C LINDSTROM	330.57
01-0016	PAMELA M HARRIS	277.05
01-1002	JUSTIN J MILLER	2,480.15
01-1136	ROLAND O OLSON	800.00
01-2154	MAUREEN A ANDERSON	180.08
01-1038	DEBORAH K JONES	1,672.03
01-1030	TIMOTHY J PITTMAN	300.00
01-1033	DAVE TRETSVEN	1,465.21
01-1143	COLIN B CALLAHAN	1,016.87

TOTAL PRINTED: 10 8,799.01

9-28-2009 10:12 AM PAYROLL CHECK REGISTER PAGE: 1
PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 9/28/2009

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0017	MERCER-TAYLOR, ELIZABETH	R	9/28/2009	277.05	075415
0018	LONG, CHARLES E	R	9/28/2009	277.05	075416
1016	ABERNATHY, LISA A	R	9/28/2009	1,517.54	075417
1136	OLSON, ROLAND O	R	9/28/2009	899.54	075418
1142	HERZOG, PATRICK J	R	9/28/2009	601.90	075419
0034	KURHAJETZ, CLEMENT	R	9/28/2009	362.46	075420
0086	HINRICHS, RICHARD H	R	9/28/2009	208.34	075421
0095	POESCHL, MICHAEL J	R	9/28/2009	95.58	075422
0097	GAFFNEY, PATRICK	R	9/28/2009	95.58	075423
0105	FEHRENBACH, ANTON M	R	9/28/2009	94.61	075424
0120	HAWTHORNE, ROCHELLE L	R	9/28/2009	66.50	075425
1030	PITTMAN, TIMOTHY J	R	9/28/2009	1,725.97	075426
1179	PITTMAN, JUSTIN J	R	9/28/2009	262.96	075427
2178	JORDAN, JOSHUA L	R	9/28/2009	287.04	075428

9-28-2009 10:12 AM PAYROLL CHECK REGISTER PAGE: 4
PAYROLL NO: 01 City of Falcon Heights PAYROLL DATE: 9/28/2009

*** REGISTER TOTALS ***

REGULAR CHECKS:	14	6,772.12
DIRECT DEPOSIT REGULAR CHECKS:	10	8,799.01
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	24	15,571.13

*** NO ERRORS FOUND ***

CONSENT F2
10/14/09

ITEM: City License Renewals

SUBMITTED BY: Lisa Abernathy -Deputy Clerk

The following individuals have applied for a Mechanical Contractors License for 2009.
Staff has received the necessary documents for licensure.

- Owens Companies, Inc.
- Galaxy Mechanical Inc.
- Care Air Conditioning & Heating Inc.
- Hoffman Refrigeration & Heating

ITEM: Northwest Youth and Family Services Agreement

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

For many years now, the City of Falcon Heights has been a partner with Northwest Youth and Family Services (NYFS). Some of the services they provide include senior chore services and diversion programs for youth in various law enforcement cases. Each year the city allocates money in the general fund to help pay for these services.

Attached to this report is an updated agreement that NYFS is asking all of their partner cities to approve. The main change from previous agreements is that this contract has a defined term (through 2014) whereas the previous contract was open-ended. This change is due to meetings that NYFS and city representatives have been holding over the past year in regards to funding formulas. The funding formula has changed to better define what measure of inflation will be used in future years. The city representatives were satisfied with this change, but wanted to review it within a few years to see how it is impacting city budgets.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached agreement with Northwest Youth and Family Services.

AGREEMENT

PARTIES

This agreement is made and entered into by and between the City of _____, Minnesota ("City") and Northwest Youth and Family Services ("NYFS").

RECITALS

- A. NYFS is a non-profit social service agency whose mission is to meet the unmet developmental needs of at-risk youth and families within their community environment with emphasis on providing services through collaboration and coordination with existing community resources. These services are available to youth and families residing in the northwest suburbs of Ramsey County, including, but not limited to, the municipalities which are signatory to agreements which are identical to this Agreement ("participating municipalities") and students and families from Independent School Districts 621, 623, and 282.
- B. Through this Agreement the City intends to contract with NYFS to provide such services to its residents and to act as a sponsor of NYFS by providing financial support, a method to establish appropriate services to be provided and policy guidance for its activities.
- C. This Agreement shall be used as the form agreement between NYFS and each of the participating municipalities. This Agreement is intended to continue the spirit of cooperation and collaboration in the provision of social services between the City and NYFS.

TERMS AND CONDITIONS

In consideration of the mutual understandings of this Agreement, the parties hereby agree as follows:

- A. Prior Agreements Cancelled. By execution of this Agreement any prior agreements and amendments thereto between the parties are hereby cancelled.
- B. Services Provided. NYFS shall provide the City and its residents with youth and family counseling and programs set forth in the Addendum attached hereto.
- C. Principles of Service and Program Establishment and Operations. On a yearly basis and prior to submission of its annual budget, as provided for hereafter, NYFS shall:
 - 1. Report regarding proposed changes in services and programs to the City; and
 - 2. Establish a fair and open bidding/request for proposal (RFP) process to contract, manage or provide such services and programs, which are not directly provided by NYFS staff.
- D. Funding
 - 1. In addition to the participating municipalities share of the annual budget, funds for the operation of NYFS will be raised by NYFS endeavoring to secure user fees, grants and appropriations from private organizations, the State of Minnesota, Federal and County agencies, and other legal and appropriate sources.
 - 2. The City shall pay annually to NYFS the base amount listed in Exhibit A. This base amount will be adjusted annually for inflation/deflation using the Standard Metropolitan Statistical Area Consumer Price Index for All Urban Consumers (CPI-U). Such adjustment shall not exceed plus or minus 3% in any year. Any adjustment in the payment beyond those indicated by reference to the CPI-U shall require approval of each of the participating municipalities.
 - 3. Amounts payable by the City shall be paid to NYFS on or before January 30, of each year to cover the City's share for that year.

- E. Board of Directors. This agreement is contingent upon the City having a designated seat on the Board of Directors. The Board of Directors shall be limited to not more than 24 Board members.
- F. Further Obligations of NYFS. In addition to the obligations set forth elsewhere in this Agreement, this Agreement is further contingent upon NYFS doing the following:
1. The Bylaws of NYFS shall be amended to add provisions requiring an open process for contracting services as provided for in paragraph C.2., above, and prohibiting NYFS from supporting or opposing individual candidates for election to public office in any of the participating municipalities; and adding the requirement that IRS 501.C3 status be maintained.
 2. On or before June 30, of any year NYFS shall submit the proposed city budgeted amount for the subsequent year. On or before November 30, of any year NYFS shall submit a written report to the City including an Annual Report, the audited financial statement, and a program specific summary of services provided to the municipality; in addition, 30 days from the end of each calendar quarter, NYFS shall submit a written report to the participating municipality.
 3. Periodically advising the City of services available through NYFS to the City's residents;
 4. Establishing a sliding scale for counseling services available through NYFS to the City's residents and periodically advising the City of such fees;
 5. Providing other reasonable information requested by the City;
 6. Purchasing a policy of liability insurance in the amount of at least \$1,000,000.00, naming the City as an additional insured and providing a copy of the insurance certificate evidencing such policy to the City, annually;
 7. Provide the City with a copy of its Articles of Incorporation, Bylaws, Amendments thereto, and the IRS tax exempt status letter;

8. NYFS shall defend and indemnify the City from any and all claims or causes of actions brought against the City of any matter arising out of this Agreement or the services provided pursuant to this Agreement; and,
9. Without the written approval of the City, NYFS will not enter into any agreement with any other city which differs from the terms and conditions of this Agreement.

G. Term. The term of this agreement will be from January 1, 2010 through December 31, 2014. Unless either party gives 6 months written notice of its intent to cancel this Agreement effective December 31 of the year in which the notice is made, NYFS will continue to provide services to the City if a successor agreement has not been executed prior to the end of the term.

H. (A) Distribution of Assets Upon Dissolution.

If NYFS ceases to operate, the Board of Directors will do one of the following:

1. Give the assets to one or more non-profit agencies providing similar social services in the northern suburbs of Ramsey County; or,
2. Form a new Foundation to fund appropriate social service programming in the northern suburbs of Ramsey County.

The final Distribution of Assets Plan must be approved by the Ramsey County District Court.

(B) Deviation from the Mission.

If the City Council determines that NYFS has materially deviated from its mission (See II. Recitals, A.), the City Council may ask the NYFS Board of Directors to consider dissolving the agency and liquidating the assets. The Board will do one of the following:

1. Consider the request and by a majority vote deny it.
2. Consider the request and by a majority vote agree to modify the programs to be consistent with the mission.

3. Consider the request and by a majority vote agree with the request and move to dissolve the agency and liquidate the assets.

IN WITNESS WHEREOF, the parties have executed this Agreement on this date set forth below.

CITY OF _____

By: _____
Mayor

Its: _____
Clerk/Manager

Dated: _____

NORTHWEST YOUTH & FAMILY SERVICES

By: _____
President/CEO

Its: _____
Chair of the Board of Directors

Dated: _____

Exhibit A

NORTHWEST YOUTH & FAMILY SERVICES

City Participation Figures

	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>
	(2.5% increase from 2005)	(3% increase from 2006)	(2.5% increase from 2007)	(3% increase from 2008)	(No increase from 2009)
Falcon Heights	7,670	7,900	8,097	8,341	8,341

CONSENT F4
10/14/09

ITEM: Change of Date for November 11th City Council Meeting

SUBMITTED BY: Justin Miller, City Administrator

EXPLANATION:

Falcon Heights city council meetings are held on the second and fourth Wednesdays of each month. This year, our November 11th meeting falls on the same date as Veteran's Day, and state statute does not allow us to hold meetings on holidays.

Staff has reviewed calendars, and is seeking approval to move this meeting to 7:00 pm on Tuesday, November 10th.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council approve moving the November 11th city council meeting to Tuesday, November 10th at 7:00 pm.

ITEM: **Resolution of Intent to Participate in the National Flood Insurance Program**

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

EXPLANATION:

Over the past several months, the city council has taken steps to allow the City of Falcon Heights to participate in the National Flood Insurance Program. While there are no areas within the city borders that are designated as flood-prone, joining this program will allow residents and businesses the opportunity to purchase flood insurance if they feel it is necessary.

One step that is needed is for the council to adopt a resolution of intent to participate in the program. The action steps required in this resolution have mostly been taken care of already, so this is merely a formality that is required by FEMA.

ACTION REQUESTED:

Staff recommends that the Falcon Heights City Council adopt the attached resolution of intent to participate in the National Flood Insurance Program.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION
October 14, 2009
No. 09-14

**RESOLUTION TO APPLY TO PARTICIPATE IN THE NATIONAL FLOOD
INSURANCE PROGRAM**

WHEREAS, certain areas of Falcon Heights are subject to periodic flooding or flood-related erosion, causing serious damages to properties within these areas; and

WHEREAS, relief is available in the form of federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968; and

WHEREAS, it is the intent of the Falcon Heights City Council to require the recognition and evaluation of flood or flood-related erosion hazards in all official actions relating to land use in areas having these hazards; and

WHEREAS, this body has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to Minnesota State Statutes;

NOW, THEREFORE, BE IT RESOLVED, that this City Council hereby:

1. Assures the Federal Emergency Management Agency that it will enact as necessary in those areas having flood or flood-related erosion hazards, adequate land use and control measures with effective enforcement provisions, including:
 - a. Require permits for all proposed construction or other development in the community so that it may determine whether such construction or other development is proposed with the floodplain.
 - b. Review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal or State law.
 - c. Review and maintain all permit applications to determine whether proposed building sites will be reasonably safe from flooding.
 - d. Review and maintain all permit applications to ensure that any development activities are consistent with criteria set forth in Section

60.3 of the National Flood Insurance Program Regulations.

2. Vests city administrator or his/her designee with the responsibility, authority, and means to:
 - a. Assist the Administrator, at his request, in his delineation of the limits of the area having special flood or flood-related erosion hazards.
 - b. Provide such information as the Administrator may request concerning present uses and occupancy of the floodplain or flood-related erosion areas.
 - c. Cooperate with federal, state and local agencies and private firms which undertake to study, survey, map and identify floodplain or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation or existing hazards.
 - d. Submit on the anniversary date of the community's initial eligibility an annual report to the Administrator on the progress made during the past year within the community in the development and implementation of floodplain management measures.
 - e. Upon occurrence, notify the Administrator, in writing, whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that all Flood Hazard Boundary Rate Maps accurately represent the community's boundaries, include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.
 - f. Ensure that the community's Flood Insurance Rate Maps are maintained and kept current by providing the Federal Emergency Management Agency with any new or updated flood risk data or any modified data reflecting natural or man-made changes to the floodplain.
3. Appoints the city administrator or his/her designee to maintain for public inspection and to furnish upon request, for the determination of

applicable flood insurance risk premium rates within all areas having special flood hazards identified on a Flood Hazard Boundary Map or Flood Insurance Rate Map, any certificates of flood-proofing, and information on the elevation (in relation to mean sea level) of the level of the lowest floor (including basement) of all new or substantially improved structures, and include whether or not such structures contain a basement, and if the structure has been flood proofed the elevation (in relation to mean sea level) to which the structure was floodproofed;

4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the program.

--

Moved by:

Approved by: _____

Peter Lindstrom, Mayor
October 14, 2009

LINDSTROM In Favor
KUETTEL
HARRIS Against
LONG
MERCER-TAYLOR

Attested by: _____

Justin Miller, Administrator
October 14, 2009

ITEM: Planned Unit Development at 1871 Larpenteur, with zoning change and amendment to the City's Comprehensive Plan

SUBMITTED BY: Deborah Jones, Zoning and Planning Director

**REVIEWED BY: Justin Miller, City Administrator
 Roger Knutson, City Attorney**

Background Summary:

The owner of 1871 Larpenteur has approached the City with a proposal to replace the existing commercial building with a three unit apartment building on the same site, with a detached garage. The development is intended to provide market rate housing, convenient to the University of Minnesota, for academic personnel and professionals.

In 2008 the City was required to submit an update to its Comprehensive Plan for the Metropolitan Council. In that update, the City acknowledged the projected need for approximately 250 additional units of housing by 2030. Due to lack of vacant private land for development, the City's intention is to encourage redevelopment of some commercial and existing multi-family properties in order to provide the needed housing. Redevelopment is expected to take place along Larpenteur Avenue, the primary east-west corridor in the city.

Due to its small size, the commercial property at the northeast corner of Larpenteur Avenue and Lindig Street, 1871 Larpenteur, was not included in the category of properties that were expected to accommodate a significant share of the projected housing need. Therefore, in the future land use plan, the property kept its present designation as Neighborhood Commercial, zoned B-1. However, the Comprehensive Plan recognizes that smaller commercial properties also have the potential to contribute a share of needed housing and includes specific policies addressing the possibility of redeveloping smaller sites if opportunities should arise. The redevelopment of smaller sites for new housing is consistent with the City's planning goals and desired outcomes, as stated in the 2008 plan.

Redevelopment of 1871 Larpenteur is proposed as a Planned Unit Development. This requires both a rezoning of the parcel from B-1 Neighborhood Commercial to Planned Unit Development and an amendment to the City's 2008

Comprehensive Plan as well as approval of the specific development plan for this P.U.D. Staff recommend approval, finding that

- The application meets the applicable requirements of the city code regarding rezoning and Planned Unit Development.
- The proposed development plan is compatible with the aesthetics, character and housing densities of the surrounding neighborhood as well as consistent with the 2008 Comprehensive Plan.

In order to make the most efficient use of the City's and communities time and resources, the three processes were addressed in one combined public hearing and then acted on separately by the Planning Commission on September 22, 2009. Following the public hearing, **the Planning Commission voted unanimously to recommend approval of all three actions.**

Following consultation with the city's Sector Representative at the Metropolitan Council, staff finds that the proposed amendment to the City's comprehensive plan meets the Metropolitan Council's criteria as a minor comprehensive plan amendment and is eligible for the administrative review process under the Council's published guidelines. Furthermore, staff finds that the adjacent jurisdiction review should be waived under the provisions of Sec. 473.858, Subd. 2, because the subject property is not contiguous to any other local government unit, being approximately half a mile from the nearest city boundary. Adjacent jurisdictions and the school district will be notified informally of the proposed amendment as a courtesy but formal comment will not be sought.

Attachments:

- Resolution amending the City's 2008 Comprehensive Plan
- Ordinance 09-04 amending Chapter 113 of the Falcon Heights City Code, rezoning 1871 Larpenteur Avenue to Planned Unit Development
- Applications from Cornerstone Construction Management, Inc. for an amendment to the Falcon Heights 2008 Comprehensive Plan, rezoning 1871 Larpenteur from B-1 to a P.U.D. and for the Planned Unit Development.
 - Application Narrative
 - 2006 Aerial Photo of 1871 Larpenteur
 - Survey of existing Site
 - Proposed Site Plan with parking and landscape plans
 - Elevation Drawings
 - Utility Plan
 - Proposed construction timetable
- Falcon Heights Zoning Map
- 2020 Land Use Plan, revised for the 2008 Comprehensive Plan
- 2020 Land Use Plan, with proposed 2009 amendment

- Housing density map with proposed amendment

Actions Requested:

- Approve amendment to the City's 2008 Comprehensive Plan as a minor amendment under Metropolitan Council guidelines.
- Approve rezoning of 1871 Larpenteur to Planned Unit Development
- Approve the proposed redevelopment plan for 1871 Larpenteur

NO. _____

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date: _____

**RESOLUTION AMENDING THE CITY'S
2008 COMPREHENSIVE PLAN**

WHEREAS, Cornerstone Construction Management, Inc. has filed an application to amend the City's 2008 Comprehensive Plan to reguide the following described property from Neighborhood Business to multi-family residential:

*The South 215.125 feet of Lot 1, Block 1, Lindig Addition,
Ramsey County Minnesota*

(the "Subject Property"); and

WHEREAS, the Planning Commission has conducted a public hearing on the proposed Comprehensive Plan amendment and has forwarded its recommendation for approval to the City Council.

WHEREAS, pursuant to Minnesota Statutes Section 462.355, the City may amended its Comprehensive Plan by a resolution of the City Council adopted by a two-thirds majority vote.

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

1. The Falcon Heights 2008 Comprehensive Land Use Plan is amended to guide the Subject Property multi-family residential subject to review by the Metropolitan Council pursuant to Minn. Stat. §473.864.
2. The City Administrator/City Clerk is directed to forward this resolution to the Metropolitan Council for Review.

ADOPTED by the Falcon Heights City Council on _____, 2009.

Peter Lindstrom, Mayor

ATTEST:

Justin Miller, City Administrator/Clerk

CITY OF FALCON HEIGHTS
RAMSEY COUNTY, MINNESOTA

ORDINANCE NO. 09-04

**AN ORDINANCE AMENDING CHAPTER 113 OF THE
FALCON HEIGHTS CITY CODE, THE ZONING ORDINANCE,
REZONING PROPERTY TO PLANNED UNIT DEVELOPMENT**

THE CITY COUNCIL OF FALCON HEIGHTS ORDAINS:

SECTION 1. Chapter 113 of the Falcon Heights City Code is amended to rezone to Planned Unit Development the following legally described property located within the City of Falcon Heights, Minnesota:

*The South 215.125 feet of Lot 1, Block 1, Lindig Addition,
Ramsey County Minnesota ("Property")*

SECTION 2. Zoning Regulations. The R-4, Medium Density Multiple-family Residential District regulations shall apply to the Property subject to the following modifications:

- The only permitted use is one residential building with three dwelling units.
- No conditional uses.
- The building may not exceed two stories or 32 feet in height.
- Site plan, survey, parking, and landscape plan prepared by Lot Surveys Company Inc. dated June 11, 2009 on file with the City Clerk.
- Setbacks as depicted on the Site Plan.
- Design Development plan and elevations prepared by Gaetz Architects dated August 31, 2009 on file with the City Clerk.
- The Site Plan, survey, parking, and landscape plan together with the Design Development Plan and elevations are the Final Development Plan.

SECTION 3. The zoning map of the City of Falcon Heights referred to and described in Chapter 113 shall not be republished to show the aforesaid rezoning, but the zoning map on file in the City Clerk's office shall be appropriately marked for the purpose of indicating the rezoning provided for in this ordinance.

SECTION 4. Effective Date. This ordinance shall be effective immediately following Metropolitan Council authorization to amend the City's Comprehensive plan to regulate the property to multi-family residential and passage and publication of this ordinance.

ADOPTED this _____ day of _____, 2009, by the City Council of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

ATTEST:

Justin Miller, City Clerk/ Administrator



City of Falcon Heights Planning Application

SEP 03 2009

Action Requested By:

Name of Property Owner Cornerstone Construction Management, Inc.
 Phone (h) _____ (w) 651-644-7770
 Address of Property Owner 1871 Larpenteur Ave.
 Name of Applicant (if different) David Gordhamer
 Address _____ Phone 612-669-1851

Property Involved:

Address 1871 Larpenteur Ave, Falcon Heights, MN 55113
 Legal Description The South 215.125 feet of Lot 1, Block 1, LINDIG ADDITION, Ramsey County, Minnesota

Property Identification Number (PIN) _____

Present Use of Property (check one):

- | | |
|---|---|
| <input type="checkbox"/> Single Family Dwelling | <input checked="" type="checkbox"/> Business/Commercial |
| <input type="checkbox"/> Duplex/Two Family Dwelling | <input type="checkbox"/> Government/Institutional |
| <input type="checkbox"/> Multi Family Complex | <input type="checkbox"/> Vacant Land |

Action Requested (NON-REFUNDABLE):

- | | |
|--|---|
| <input type="checkbox"/> Variance (\$100.00) | <input type="checkbox"/> Lot Split (\$250.00) |
| <input type="checkbox"/> Conditional Use Permit (\$165.00) | <input type="checkbox"/> Site Plan Review (\$100.00) |
| <input checked="" type="checkbox"/> Rezoning (\$500.00) | <input checked="" type="checkbox"/> Other (Please Specify) <u>(500.00)</u>
<u>Comp. Plan Amendment</u> |

Brief Summary of Request (applicant may submit letter to Planning Commission with details of request):

Convert a Business/Commercial to residential.
(See attached)

I certify that all statements on this application are true and correct:

[Signature]
 Signature of Property Owner (required)

[Signature]
 Signature of Applicant (if applicable)



City of Falcon Heights Planning Application

SEP 03 2009

Action Requested By:

Name of Property Owner Cornerstone Construction Management, Inc.
 Phone (h) _____ (w) 651-644-7770
 Address of Property Owner 1871 Larpenteur Ave.
 Name of Applicant (if different) David Gordhamer
 Address _____ Phone 612-669-1851

Property Involved:

Address 1871 Larpenteur Ave., Falcon Heights MN 55113
 Legal Description The South 215.125 feet of Lot 1, Block 1, LINDIG ADDITION, Ramsey County, Minnesota

Property Identification Number (PIN) _____

Present Use of Property (check one):

- | | |
|---|---|
| <input type="checkbox"/> Single Family Dwelling | <input type="checkbox"/> Business/Commercial |
| <input type="checkbox"/> Duplex/Two Family Dwelling | <input type="checkbox"/> Government/Institutional |
| <input type="checkbox"/> Multi Family Complex | <input type="checkbox"/> Vacant Land |

Action Requested (NON-REFUNDABLE):

- | | |
|--|--|
| <input type="checkbox"/> Variance (\$100.00) | <input type="checkbox"/> Lot Split (\$250.00) |
| <input type="checkbox"/> Conditional Use Permit (\$165.00) | <input type="checkbox"/> Site Plan Review (\$100.00) |
| <input type="checkbox"/> Rezoning (\$500.00) | <input checked="" type="checkbox"/> Other (Please Specify)
<u>PUD</u> |

Brief Summary of Request (applicant may submit letter to Planning Commission with details of request):

Plan unit development for a three unit residential building from business/commercial to residential.

I certify that all statements on this application are true and correct:

[Signature]
 Signature of Property Owner (required)

[Signature]
 Signature of Applicant (if applicable)

September 3, 2009

TO: City of Falcon Heights

RE: PUD - 1871 Larpenteur Ave Falcon Heights.

The new development will blend in with the existing residential buildings with elements of natural stone and EIFS. The proposed building is a flat roof building with a detached garage.

The two-story building will have a second, first and garden level apartments. Each apartment will have two bedrooms plus den/office, two bathrooms with open space for kitchen/dining/living room.

The main entrance to the building is on the North side of the building. The site is 12,632 square feet and of that 57% or 7,235 square is hard surface. The site will have four covered parking areas and six open lot spaces.

Green spaces will be developed with trees, shrubs, grasses and plants native to the region. The parking lots will flow into the rain garden, green areas and drives. The rain garden next to the building will be designed to capture runoffs from the roof.

Our intent is to have a residential living space available for professors/professionals. Occupation of each apartment could be two adults in each apartment, however, if occupied by a family, two adults and children.

The ownership and maintaining of the property shall be by David E. and Mary B. Gordhamer.

Sincerely,

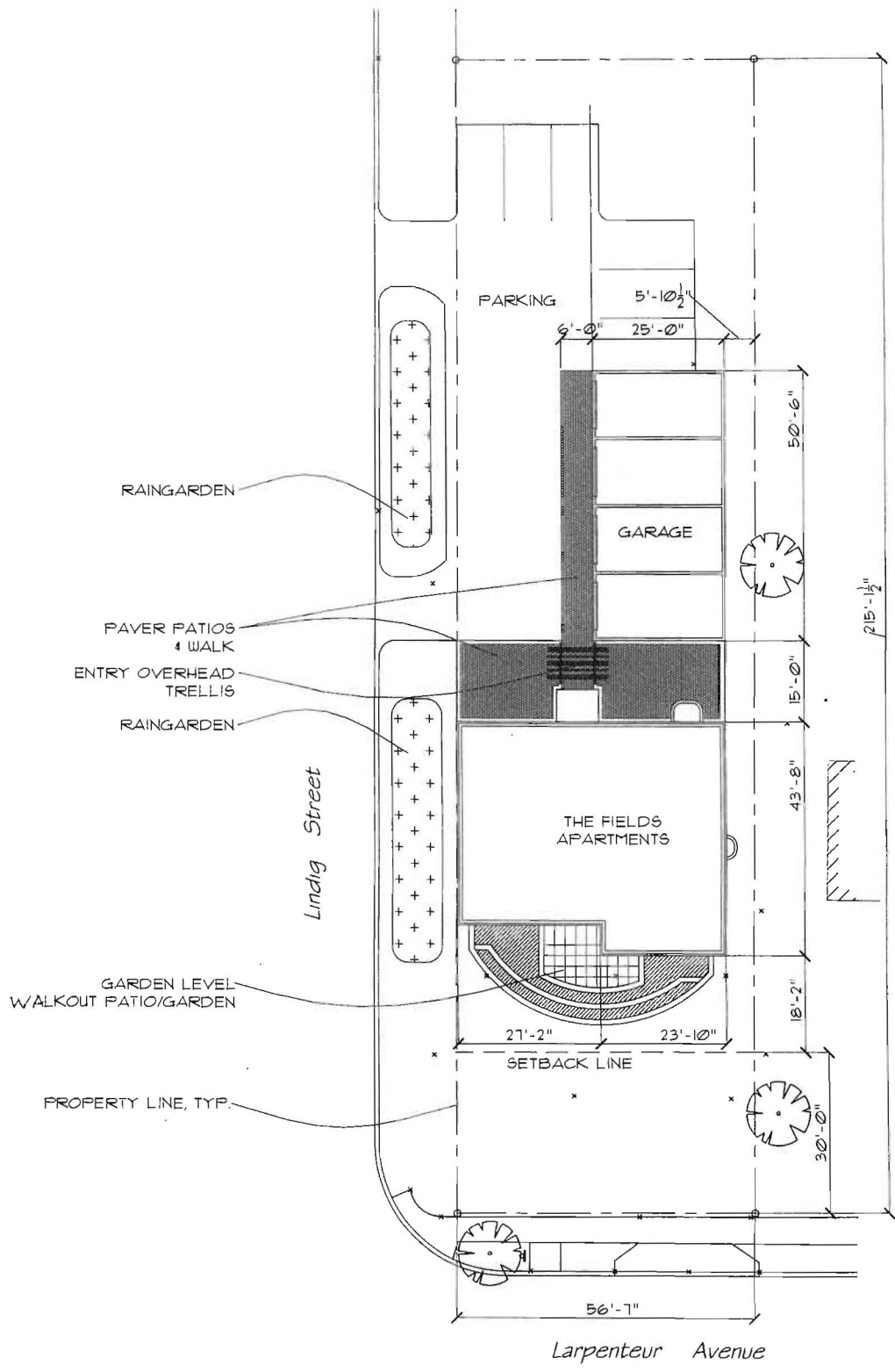
David Gordhamer
1871 Larpenteur Ave
Falcon Heights, MN 55113

1871 Larpenteur

2006 Aerial Photograph



DISCLAIMER: This map is neither a legally recorded map nor a survey and is not intended to be used as one. This map is a compilation of records, information and data located in various city, county, state and federal offices and other sources regarding the area shown, and is to be used for reference purposes only.
SOURCES: Ramsey County (June 27, 2008), The Lawrence Group; June 27, 2008 for County parcel and property records data; June 2008 for commercial and



NOTES:
 1. P.U.D. ZONING DEVELOPMENT (FROM B-1)

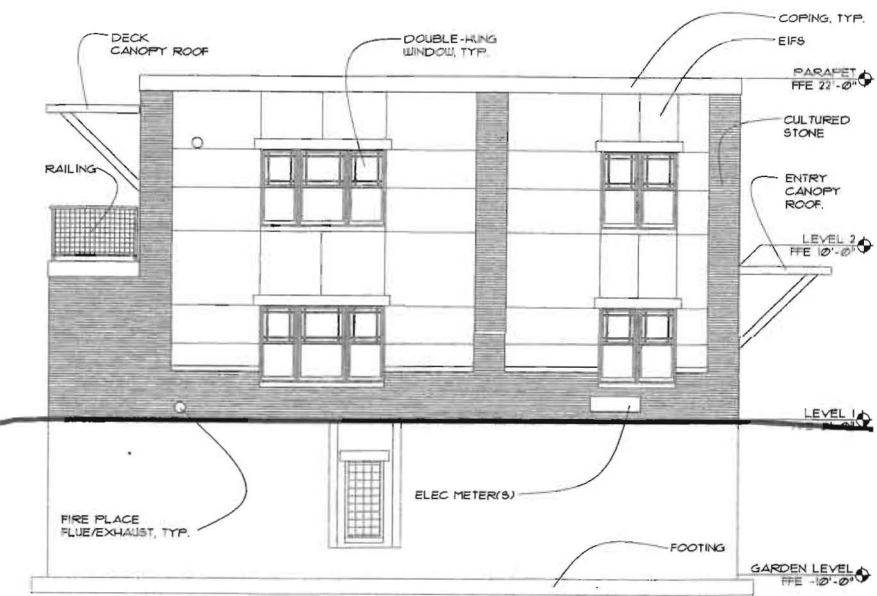
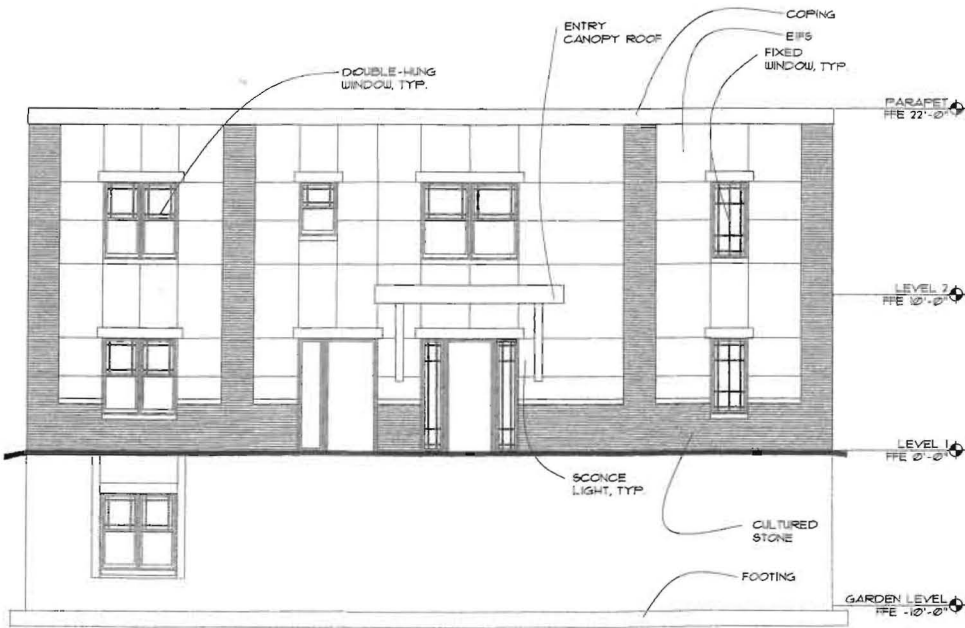
THE FIELDS
 --- LINDIG ST.
 FALCON HEIGHTS, MN.

CORNERSTONE
 MANAGEMENT, INC.

GAETZ ARCH

DESIGN
 DEVELOPMENT

NOT FOR
 CONSTRUCTION



1 ELEVATION - NORTH
 A32 SCALE: 1/4"=1'-0"

2 ELEVATION - EAST
 A32 SCALE: 1/4"=1'-0"

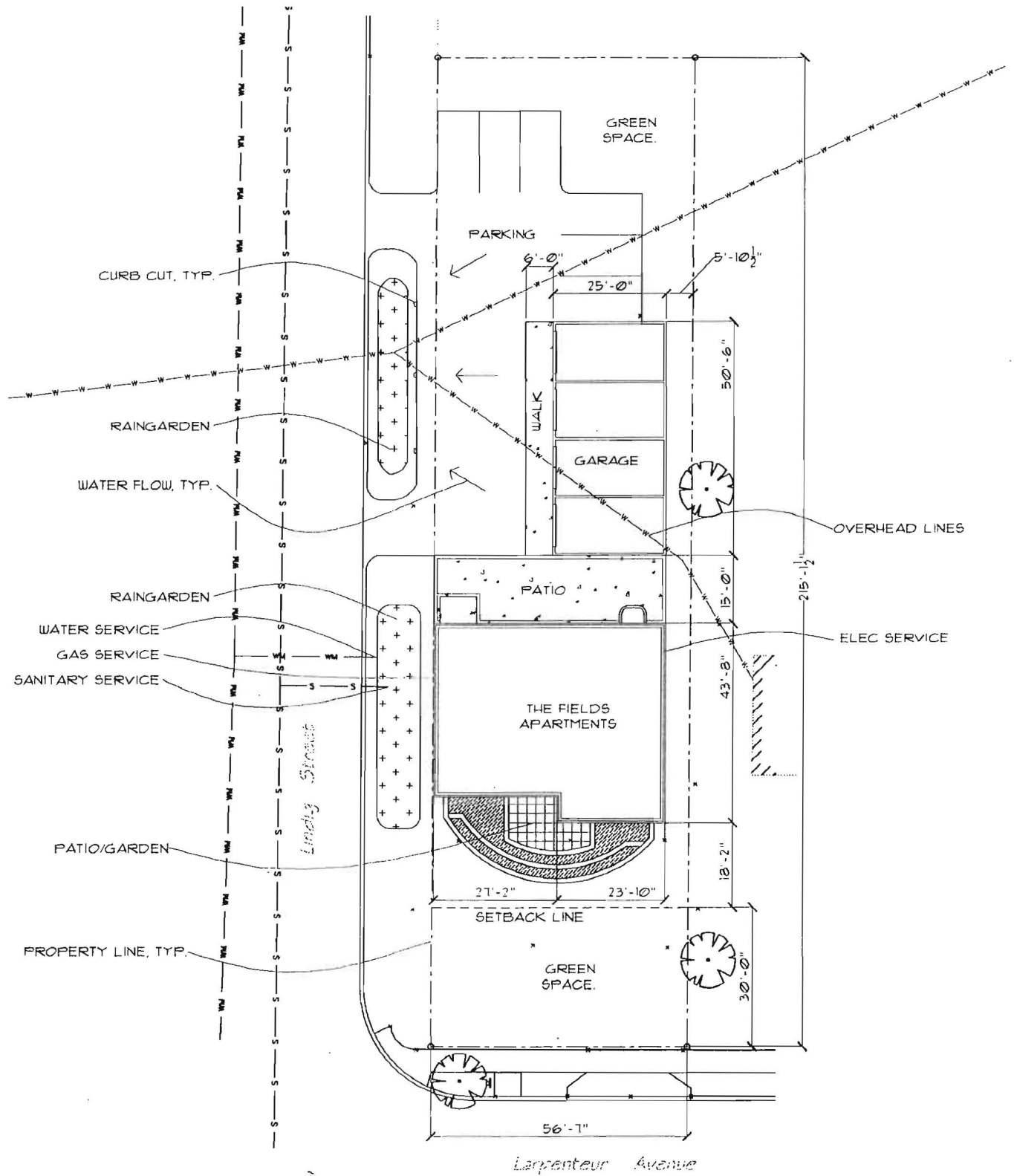
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

NAME	REV. FILE
SIGNATURE	
08-31-09	DATE
GA01	CONTRACT
ETP	DRAWN
TG	CHECKED
REVISIONS	

ELEV

A3.2





NOTES:
 1. P.U.D. ZONING DEVELOPMENT (FROM B-1)



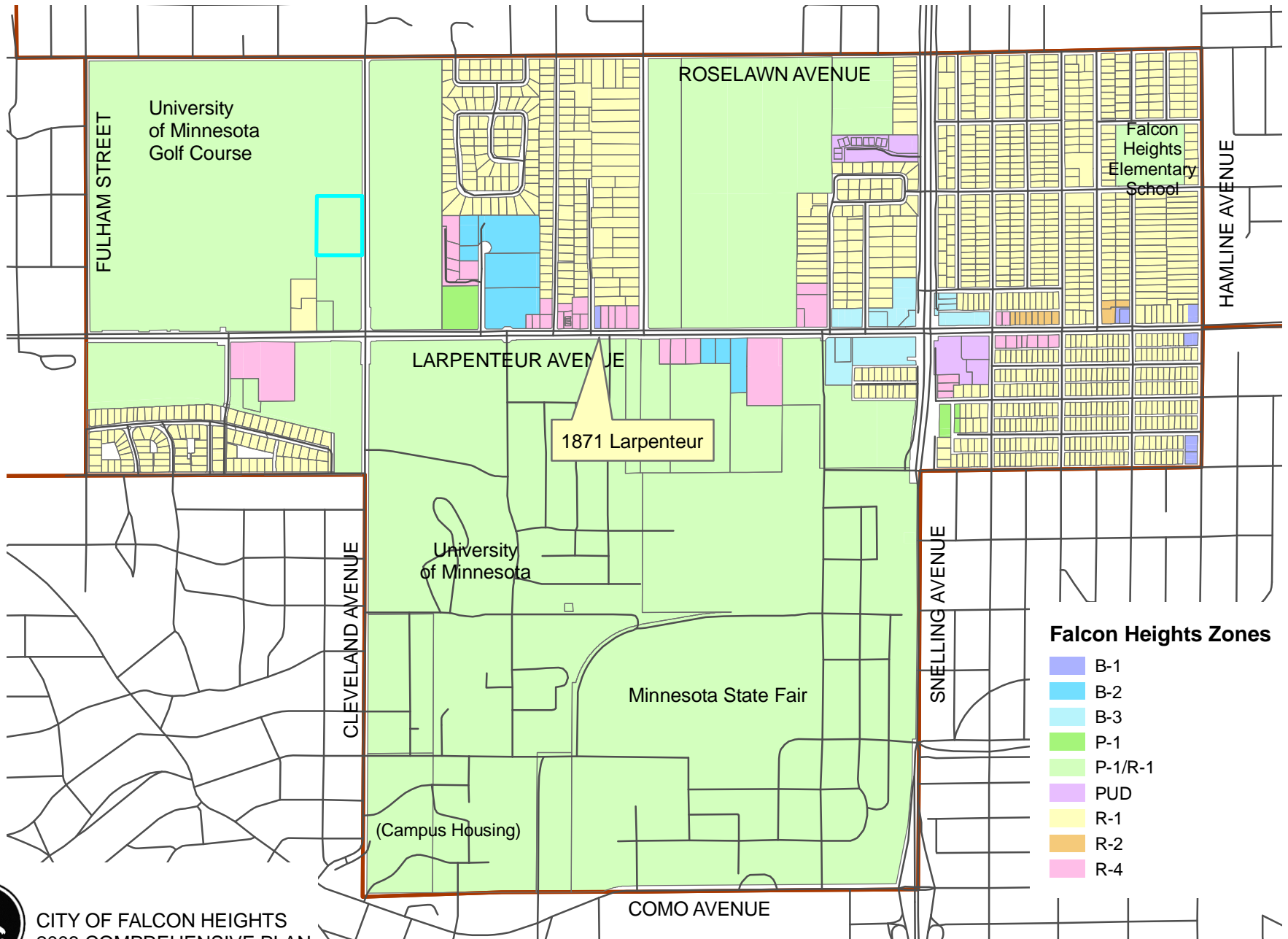
THE FIELDS
1871 Larpenteur Avenue

PRELIMINARY SCHEDULE

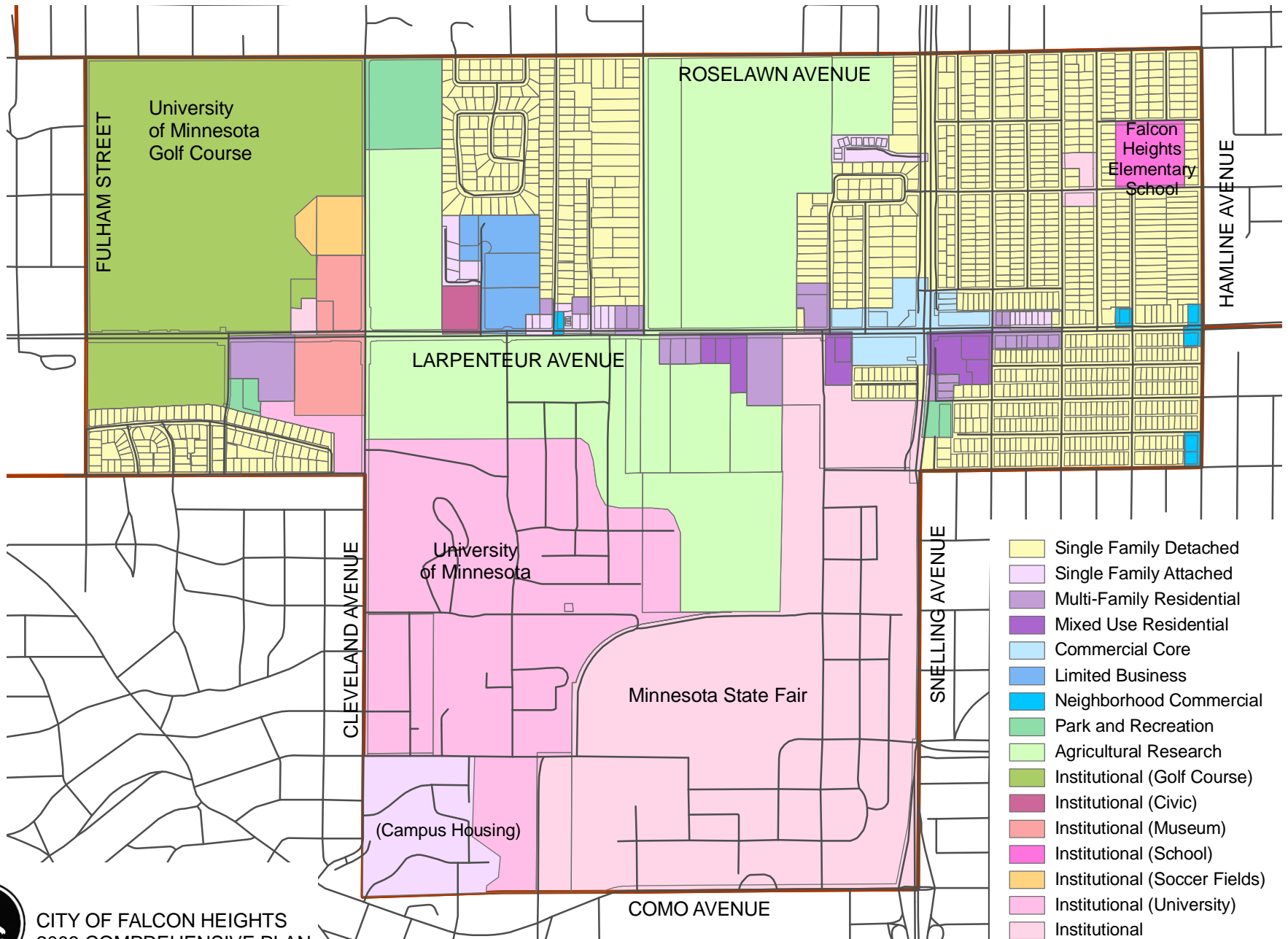
Pre-construction	45 –60 Days
Site Development	45 – 60 Days
Footing – Foundation	20 – 30 Days
Building Structure	30 –40 Days
Exterior Finishes	35 – 45 Days
Interior Finish	50 –60 Days
Landscaping	15 – 20 Days

Estimated time frame 160 – 180 days.

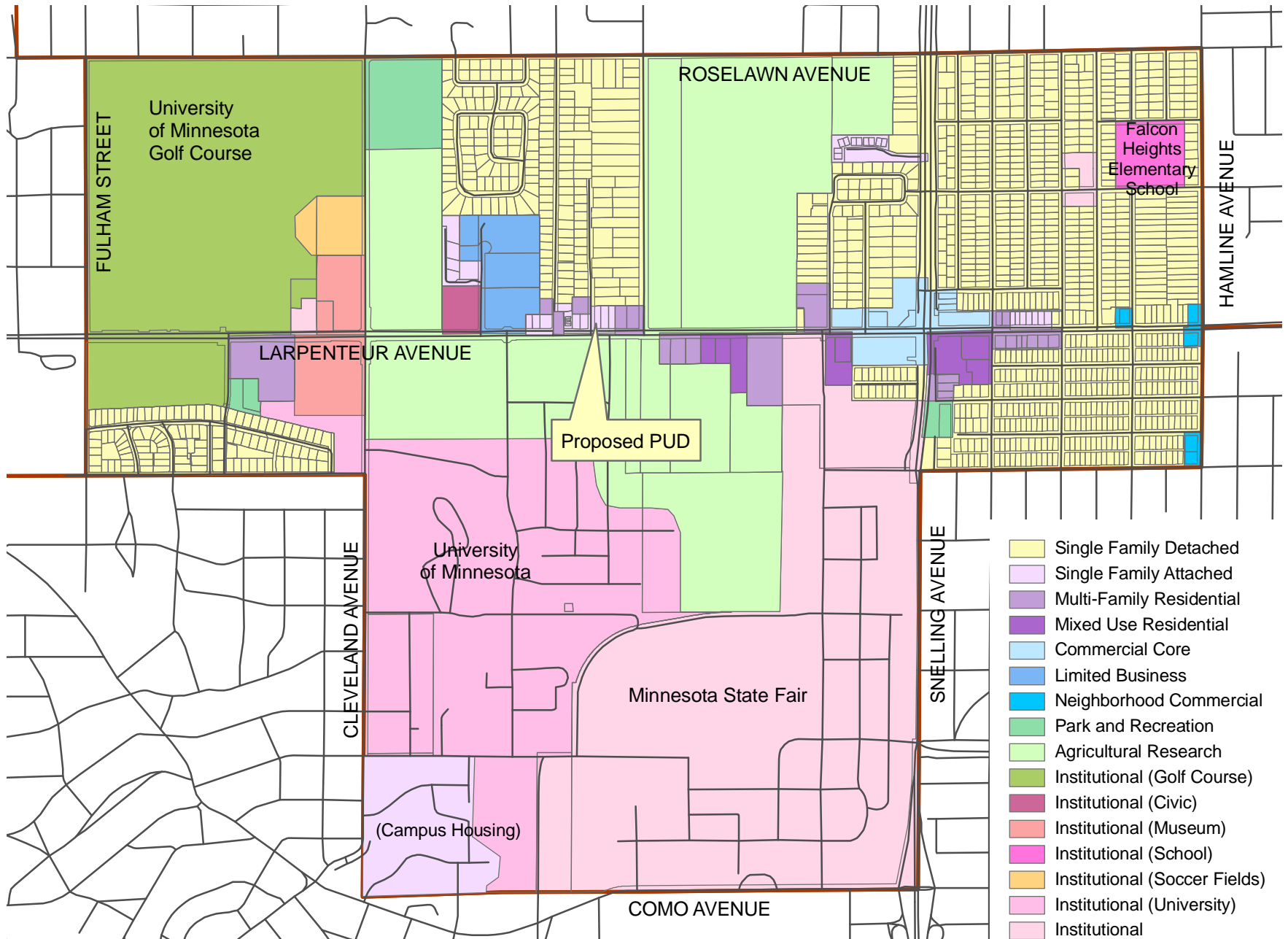
City of Falcon Heights Zoning 2006



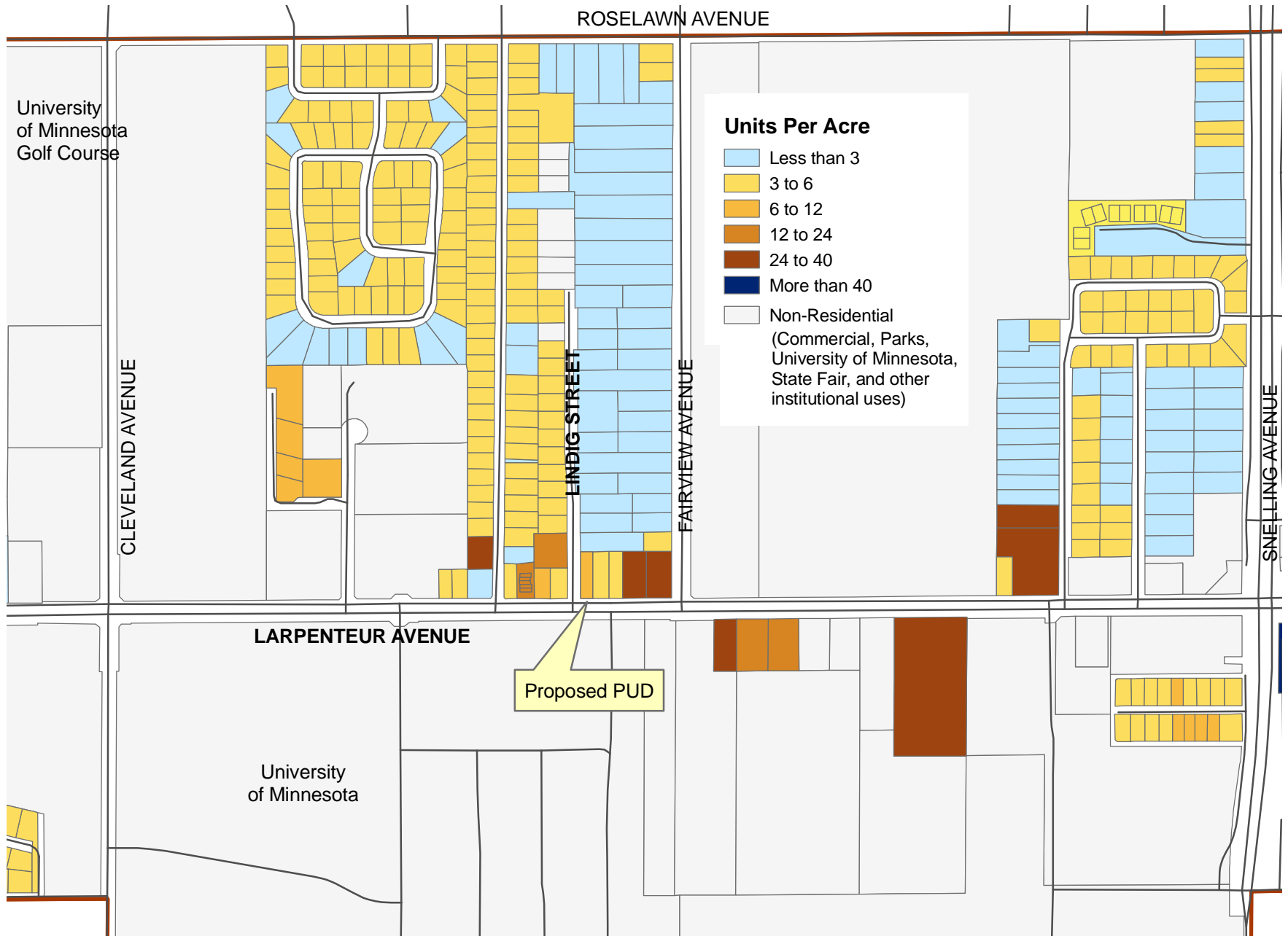
Falcon Heights Planned Land Use 2020 - Revised



Falcon Heights Planned Land Use 2020 - Revised 2009



Housing Density with new housing at Larpenteur/Lindig



ITEM: Award Bid for Roof Top Unit Replacement
SUBMITTED BY: Tim Pittman, Public Works and Parks Director
REVIEWED BY: Justin Miller, City Administrator

BACKGROUND:

There are four roof top units that maintain the temperature in City Hall. Each of the units are designated to certain areas of the city hall. The unit that controls the front offices has recently failed beyond repair. This unit was installed in 1982 with the construction of city hall and has surpassed its life expectancy. The other three units were replaced in the early 1990's.

Staff received three bids for the removal and installation of a new more efficient unit of equal size.

J. Smith Heating and A/C Inc.	\$ 6,588.77
Krinkie's Heating and A/C	\$ 8,900.00
McQuillen Heating and A/C	\$ 7,720.00

ACTION REQUESTED:

Motion awarding a bid to J. Smith Heating and Air Conditioning Inc. in the sum of \$6,588.77 for above stated project.