

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

**AGENDA**  
**June 27, 2001**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:       GEHRZ \_\_\_ KUETTEL \_\_\_ LAMB \_\_\_  
                          LINDSTROM \_\_\_ TALBOT \_\_\_  
                          WORTHINGTON \_\_\_ PHILLIPS \_\_\_  
                          ATTORNEY \_\_\_ ENGINEER \_\_\_
- C. COMMUNITY FORUM:
- D. APPROVAL OF MINUTES: June 13, 2001
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. General disbursements through June 22, 2001, \$95,893.19  
Payroll, 6/1/01 to 6/15/01, \$10,494.93
  - 2. Licenses
- G. POLICY AGENDA:
  - 1. Establishment of a business subsidy policy for the City of Falcon Heights
- Addendum* {
  - 2. Preliminary 2000 Census figures
  - 3. 2001 GOAL update
- H. REPORTS FROM COUNCILMEMBERS:
- I. INFORMATION AND ANNOUNCEMENTS:
- J. ADJOURN

***CITY OF FALCON HEIGHTS***  
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**City Hall**  
**2077 W. Larpenteur Ave.**

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- B. ROLL CALL:       GEHRZ \_\_\_ KUETTEL \_\_\_ LAMB \_\_\_  
                          LINDSTROM \_\_\_ TALBOT \_\_\_  
                          WORTHINGTON \_\_\_ PHILLIPS \_\_\_  
                          ATTORNEY \_\_\_ ENGINEER \_\_\_
  
- C. COMMUNITY FORUM:
  
- D. APPROVAL OF MINUTES: June 13, 2001   **(Tab #1)**
  
- E. PUBLIC HEARING: None
  
- F. CONSENT AGENDA:
  - 1. General disbursements through June 22, 2001, \$95,893.19  
Payroll, 6/1/01 to 6/15/01, \$10,494.93   **(Tab #2)**
  - 2. Licenses   **(Tab #3)**
  
- G. POLICY AGENDA:
  - 1. Establishment of a business subsidy policy for the City of Falcon Heights  
**(Tab #4)**
  
- H. REPORTS FROM COUNCILMEMBERS:
  
- I. INFORMATION AND ANNOUNCEMENTS:
  
- J. ADJOURN

**DRAFT**

City of Falcon Heights  
City Council Minutes  
June 13, 2001

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

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

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

APPROVAL OF MINUTES: The minutes of May 16 and May 23, 2001 were approved.

PRESENTATION:

Mayor Gehrz informed the council and viewing audience that the city received a Certificate of Achievement for Excellence in Financial Reporting for fiscal year 1999. Gehrz acknowledged that this award was achieved by the efforts of Roland Olson, Finance Director, and the city's auditors. A plaque was given to staff to display in the lobby area.

CONSENT AGENDA:

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

1. General disbursements and payroll
2. Licenses
3. Appeal of the Zoning Administrator's decision in the case of a garage permit at 1437 W. Idaho Avenue
4. Authorization to hire a part-time accounting student over the summer months to assist with the implementation of GASB Statement 34 and the 2002 Budget in the GASB 34 format.

POLICY AGENDA:

Receipt of the 2000 Comprehensive Annual Financial Report (Audit)

Finance Director Olson introduced Jennifer Thienes of the city's auditing firm Kern, DeWenter, Viere, Ltd. who presented the 2000 annual financial report. The presentation included an overview of the revenues and expenditures for the city in 2000. She said the city's funds were in excellent status at the end of 2000. Questions were accepted after which councilmember Kuettel made a motion to accept the 2000 Comprehensive Annual Financial Report. The motion passed unanimously.

Petition for Local Improvement (100% of property owners) for Fulham Street Lighting

Administrator Worthington explained that a Lauderdale resident approached the City of Lauderdale with a petition for the installation of decorative streetlights on Fulham St.

The cost and installation of the streetlights would be assessed at 100% to the residents. Falcon Heights has four residential properties on the east side of Fulham Street and the city of Falcon Heights would be responsible for assessing each of its owners. Lauderdale has offered to coordinate the work, complete reports and obtain bids for the project. Worthington said council is being asked to approve the petition and joint project with Lauderdale to install streetlights along Fulham St. with 100% of the cost to be assessed to the residents. After brief discussion, councilmember Talbot moved to approve the petition and project with Lauderdale. The motion passed unanimously.

Review and discussion regarding selection of a developer for the SE corner of Snelling and Larpenteur redevelopment

Administrator Worthington said the council met on June 6 for interviews with four developers in order to proceed with the process to a pre-development agreement. Worthington said discussion and selection of one developer is in order for tonight's agenda. Certain criteria were used in determining the developers' capabilities. The mayor and each councilperson then discussed their selection of a developer and the reasons for it. The developer unanimously selected was Sherman and Associates. Councilmember Lindstrom made a motion to approve the selection and the motion passed unanimously. Staff will begin working with consultants to draft a pre-development agreement and community meetings will be scheduled with businesses and residents regarding building design, site considerations and access issues.

INFORMATION AND ANNOUNCEMENTS

Mayor Gehrz said a goal setting session on 2002 goals is set for Saturday, June 16, and suggestions are welcome from anyone who has a goal they would like to see the city accomplish. The goalsetting session is done to establish the 2002 budget.

Administrator Worthington announced there will be a walk-thru on the street improvements in the Northome area beginning at 6 p.m. on Monday, June 18. They will start on Iowa Ave. working their way to California Ave.

Worthington also reminded residents to water the sod along Larpenteur Avenue if we have several days with no rain. New sod should be watered every day until it is well established.

ADJOURN

The meeting adjourned at 8:08 p.m.

Respectfully submitted,

Pat Phillips  
Deputy Clerk



CONSENT 1  
Meeting Date: 6/27/01

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through June 22, 2001,
2. Payroll, 6/1/01 to 6/15/01, \$10,494.93

ACTION REQUESTED: Approval

CONSENT 1  
Meeting Date: 6/27/01

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through June 22, 2001, \$95,893.19
2. Payroll, 6/1/01 to 6/15/01, \$10,494.93

ACTION REQUESTED: Approval

APPROVAL OF BILLS  
 PERIOD ENDING: 06/22/01

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
40114	CASH	WORKSHOP EXPS	LEGISLAT	4.50
	ASSOC. OF METROPOLITAN	AMM ANNUAL MEETING EXP	LEGISLAT	30.00
	LILLIE SUBURBAN NEWSPAPER	ADV FOR SEAL COATING	LEGISLAT	15.86
	*** TOTAL	FOR DEPT 11		50.36
	AMERICAN PLANNING ASSOCIA	MEMBERSHIP/SUBSCRIPTION	ADMINIST	60.00
	AMERICAN OFFICE PRODUCTS	NAMEPLATE	ADMINIST	8.52
	AMERICAN OFFICE PRODUCTS	FOLDERS	ADMINIST	9.76
	AMERICAN OFFICE PRODUCTS	MARKERS/MASKING TAPE	ADMINIST	18.79
	AMERICAN OFFICE PRODUCTS	TAPE/COLORED PAPER	ADMINIST	35.44
	US BANCORP	MCMA CONF EXP REIMB	ADMINIST	36.21
40114	CASH	POSTAGE	ADMINIST	21.00
	MN WOMEN IN CITY GOVT	2001 MEMBERSHIP	ADMINIST	25.00
	METROPOLITAN STATE UNIV.	WORKSHOP MGMT ISSUES	ADMINIST	95.00
	MINNEAPOLIS PAPER COMPANY	SALES TAX ON PAPER	ADMINIST	11.31
	MN CITY/COUNTY MANAGEMENT	MEMBERSHIP	ADMINIST	77.00
40113	MN DEPARTMENT OF REVENUE	JUNE 1-15 STATE WITHHLDG	ADMINIST	635.33
40112	PERA	JUNE 1-15 PERA WITHHOLDG	ADMINIST	1,103.03
40115	RAMSEY COUNTY	MAY/01 INS PREMIUMS	ADMINIST	3,037.12
40111	U.S. POSTMASTER	10 ROLLS OF 34CENT STMPs	ADMINIST	680.00
	WORTHINGTON,HEATHER	MCMA CONF EXP REIMB	ADMINIST	105.92
	LABOR RELATIONS ASSOC INC	LABOR TRENDS CONF	ADMINIST	40.00
	MELDA MILLER	REFUNDA CITY HALL RENTAL	ADMINIST	65.00
	*** TOTAL	FOR DEPT 12		6,064.43
	CAMPBELL KNUTSON	MAY LEGAL FEES	LEGAL	1,720.00
	*** TOTAL	FOR DEPT 14		1,720.00
40116	US BANCORP	TIE MICROPHONE CLASPS	COMMUNIC	37.50
	FBN, INC	NETWORK & PC ISSUES	COMMUNIC	255.00
	*** TOTAL	FOR DEPT 16		292.50
	ROWEKAMP ASSOCIATES INC	GIS - ARCVIEW CLASS	PLANNING	700.00
	*** TOTAL	FOR DEPT 17		700.00
	XCEL ENERGY	ELECT CIVIL DEFENS SIRON	EMERGENC	6.28
	*** TOTAL	FOR DEPT 21		6.28
	ST ANTHONY VILLAGE	JULY/01 POLICE SVCS	POLICE	34,221.17
	*** TOTAL	FOR DEPT 22		34,221.17
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING FIRE HALL	FIRE FIG	43.55
	CYGNUS BUSINESS MEDIA INC	SUBSCRIPTON	FIRE FIG	28.97
	EMERGENCY APPARATUS MAINT	BATTERY FOR 757 AERIAL	FIRE FIG	571.16
	EMERGENCY APPARATUS MAINT	LIGHT BAR REPAIR 753	FIRE FIG	167.16
	MDS MATRX	CLOTHING	FIRE FIG	221.46
	MED-COMPASS	3 SCBA MED EXAM/FIT TEST	FIRE FIG	387.50
	MINNESOTA CONWAY	RECHARGE FIRE EXTINGUISH	FIRE FIG	252.26
	VERIZON WIRELESS	CELL PHONE EXPS	FIRE FIG	21.14
	*** TOTAL	FOR DEPT 24		1,693.20
	FRICKE & SONS SOD, INC.	SOD	CITY HAL	84.04
	HAR MAR LOCK & KEY	EXTRA KEYS FOR CITYHALL	CITY HAL	24.50

APPROVAL OF BILLS  
 PERIOD ENDING: 06/22/01

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	GRAINGER, W. W., INC.	TOWELS/TISSUE	CITY HAL	114.49
	NRG PROCESSING SOLUTIONS	MULCH	CITY HAL	28.76
	NRG PROCESSING SOLUTIONS	MULCH	CITY HAL	42.60
	SAFE ASSURE CONSULTANTS	OSHA SAFETY TNG	CITY HAL	1,346.00
	*** TOTAL	FOR DEPT 31		1,640.39
	CAHNERS CONSTRUCTION BLTN	BIDS IN CONST BULLETIN	STREETS	60.31
	CAHNERS CONSTRUCTION BLTN	BIDS IN CONST BULLETIN	STREETS	60.31
	FRICKE & SONS SOD, INC.	SOD	STREETS	106.06
	ONE CALL CONCEPTS, INC	LOCATES	STREETS	12.80
	NRG PROCESSING SOLUTIONS	MULCH	STREETS	12.78
	NRG PROCESSING SOLUTIONS	MULCH	STREETS	42.60
	UNITED RENTALS	2 SHOVELS	STREETS	65.81
	*** TOTAL	FOR DEPT 32		360.67
	ALBRECHT	SPRINKLER PARTS	PARK & R	10.58
	D-ROCK CENTER LANDSCAPE	FIELDSTONE FOR PARKS	PARK & R	33.92
	D-ROCK CENTER LANDSCAPE	BLACK DIRT	PARK & R	41.54
	GRAINGER, W. W., INC.	TOWELS/TISSUE	PARK & R	114.49
	LANDSCAPE ALTERNATIVES	FLOWERS/PLANTS FOR PKS	PARK & R	70.27
	XCEL ENERGY	ELECT/GAS COMM PARK	PARK & R	543.52
	XCEL ENERGY	AUTO PROTECTIVE LITES	PARK & R	22.60
	ON SITE SANITATION	PORTABLE TOILET COMM PK	PARK & R	70.65
	UNITED RENTALS	WHITE STIPING PAINT	PARK & R	66.05
	UNITED RENTALS	WHITE STRIPPING PAINT	PARK & R	66.05
	*** TOTAL	FOR DEPT 41		1,039.67
40114	CASH	COACHES TNG EXP	PARK PRO	34.18
40114	CASH	COACHES TNG EXP	PARK PRO	15.00
	GRAINGER, W. W., INC.	FIRST AID KITS	PARK PRO	80.83
	KINKO'S INC.	FLYERS FOR CTC PROGRAMS	PARK PRO	54.32
	KINKO'S INC.	FLYERS REC SPORTS	PARK PRO	96.32
	SUE FINNEGAN	REFUND PK REC CLASS	PARK PRO	28.00
	TERRY WYNN	REFUND PK REC CLASS	PARK PRO	28.00
	JAN SCHLOSSER	REFUND PK REC CLASS	PARK PRO	28.00
	*** TOTAL	FOR DEPT 50		364.65
	MUNICIPAL/COMMERCIAL	VACUUM STORM DRAIN/ALBER	STORM SE	500.00
	*** TOTAL	FOR DEPT 51		500.00
	E-Z RECYCLING, INC.	6/01 RECYCLING	SOLID WA	2,559.40
	*** TOTAL	FOR DEPT 56		2,559.40
	US BANCORP	CATEWAY V800 PC COMPUTER	GENERAL	1,397.05
	*** TOTAL	FOR DEPT 63		1,397.05
40116	US BANCORP	FED X CHARGES/GRANT	FIRE & R	17.88
	*** TOTAL	FOR DEPT 64		17.88
	GAME TIME	BIKE RACK COMM PARK	PUBLIC W	715.76
	*** TOTAL	FOR DEPT 65		715.76
	HOWARD GREEN COMPANYC.	2000 ALLEY ISSUES	INFRASTR	537.75

APPROVAL OF BILLS  
 PERIOD ENDING: 06/22/01

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	MIDWEST CONCRETE DRIVEWAY	SIDEWALK REPAIRS	INFRASTR	9,757.80
	*** TOTAL	FOR DEPT 71		10,295.55
	METROPOLITAN COUNCIL	JULY/01 S.S.	SANITARY	21,035.47
	*** TOTAL	FOR DEPT 75		21,035.47
	BRIGGS AND MORGAN	ATTORNEY FEES/MODIFCATIN TIF #1		350.00
	*** TOTAL	FOR DEPT 77		350.00
	BRIGGS AND MORGAN	ATTORNEY FEES/MODIFCATIN TIF #2		350.00
	*** TOTAL	FOR DEPT 78		350.00
	EHLERS AND ASSOCIATES	SNELLING/LARP PROJECT	COMM. DE	3,307.50
	SHORT ELLIOTT HENDRICKSON	SE CORNER REDEVELOPMENT	COMM. DE	911.70
	*** TOTAL	FOR DEPT 79		4,219.20
	ROSEVILLE PARKS AND RECRE	TEEN STAFFING - APR/MAY	MCAD	2,514.75
	WEBER,EILEEN	JUNE 16-30 PROF SVCS	MCAD	1,083.33
	WEBER,EILEEN	POSTAGE	MCAD	6.06
	WEBER,EILEEN	CONFERENCE EXPS	MCAD	50.00
	WEBER,EILEEN	POST CARDS	MCAD	5.81
	WEBER,EILEEN	POSTAGE	MCAD	16.80
	WEBER,EILEEN	MAILING LABELS	MCAD	35.00
	WEBER,EILEEN	POSTAGE	MCAD	323.00
	WEBER,EILEEN	MEETING EXPS.	MCAD	12.75
	WEBER,EILEEN	MEETING EXPS.	MCAD	14.90
	WEBER,EILEEN	CABLE CREW EXP/SUBWAY	MCAD	22.44
	WEBER,EILEEN	CABLE CREW EXP/SUBWAY	MCAD	27.56
	*** TOTAL	FOR DEPT 84		4,112.40
	HOWARD GREEN COMPANYC.	NE STREET ISSUES	NE QUAD	265.00
	*** TOTAL	FOR DEPT 86		265.00
	HOWARD GREEN COMPANYC.	NORTHOME STREET ANALYSIS	NORTHOME	1,022.16
	*** TOTAL	FOR DEPT 88		1,022.16
	WORTHINGTON,HEATHER	TUITION REIMB	CONTINGE	900.00
	*** TOTAL	FOR DEPT 92		900.00
	*** TOTAL	FOR BANK 01		95,893.19
	*** GRAND TOTAL ***			95,893.19

C H E C K   R E G I S T E R

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	6 14 01	34 CLEMENT KURHAJETZ	31009	59.34
COM	6 14 01	35 LEO LINDIG	31010	39.99
COM	6 14 01	40 KEVIN ANDERSON	31011	84.48
COM	6 14 01	42 MICHAEL D. CLARKIN	31012	146.73
COM	6 14 01	66 ALFRED HERNANDEZ	31013	327.32
COM	6 14 01	74 MARK J. ALLEN	31014	50.10
COM	6 14 01	80 MARY K RIGNEY	31015	66.66
COM	6 14 01	81 LAUREL F SANDBERG	31016	6.47
COM	6 14 01	82 DUSTIN P THUNE	31017	93.29
COM	6 14 01	85 DANIEL S JOHNSON-POWERS	31018	123.07
COM	6 14 01	86 GREGORY R YOUNGS JR	31019	41.21
COM	6 14 01	87 MICHAEL A. MCKAY	31020	70.70
COM	6 14 01	88 TRAPPER J. LAPPE	31021	21.01
COM	6 14 01	89 RICKY REVERING	31022	88.88
COM	6 14 01	90 ANDREW P SCHIPPEL	31023	24.65
COM	6 14 01	91 RICHARD H. HINRICHS	31024	82.01
COM	6 14 01	1003 HEATHER WORTHINGTON	31025	1237.27
COM	6 14 01	1007 PATRICIA PHILLIPS	31026	1033.21
COM	6 14 01	1013 WILLIAM MAERTZ	31027	1382.30
COM	6 14 01	1033 DAVE TRETSVEN	31028	1000.05
COM	6 14 01	1038 DEBORAH K JONES	31029	494.18
COM	6 14 01	1089 KATHLEEN A. CIERNIA	31030	192.20
COM	6 14 01	1103 DIANE MEYER	31031	653.76
COM	6 14 01	1136 ROLAND O. OLSON	31032	1100.00
COM	6 14 01	1143 COLIN B. CALLAHAN	31033	631.31
COM	6 14 01	1167 PHILLIP A LANG	31034	514.33
COM	6 14 01	1169 JAY PAUL KURTIS	31035	564.85
COM	6 14 01	1173 ELIZABETH M. POSTIGO	31036	365.56

COMPUTER CHECKS                   10494.93  
MANUAL CHECKS                     .00  
NOTICES OF DEPOSIT                 .00

\*\*\*\*TOTALS\*\*\*\*                   10494.93

CONSENT 2  
Meeting Date: 6/27/01

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

GENERAL CONTRACTOR

Webster Company, Inc. Lic. #01-906

ACTION REQUESTED: Approval

**ADDITION TO  
CONSENT 2  
Meeting Date: 6/27/01**

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

MECHANICAL CONTRACTOR

Ditter, Inc. #01-823

ACTION REQUESTED: Approval



**Policy 1  
6/27/01**

**ITEM: Establishment of a business subsidy policy for the City of Falcon Heights, Resolution 01-14**

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

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

**EXPLANATION:**

Summary: In order for the city to leverage state grants and other subsidies for redevelopment projects, such as the SE Corner Redevelopment, the city must have a business subsidy policy in place. This is then filed with the Department of Trade and Economic Development.

With the forward progress on the SE Corner Redevelopment project, and the need to look to various sources for financial support of this project, this is an ideal time for the City to adopt this policy.

**ACTION REQUESTED:**

- Discussion
- Adoption of Resolution 01-14

CITY OF FALCON HEIGHTS  
RAMSEY COUNTY, MINNESOTA

RESOLUTION NO. 01-14

**A RESOLUTION ESTABLISHING A POLICY FOR  
CONSIDERING BUSINESS SUBSIDIES IN COMPLIANCE  
WITH MINNESOTA STATUTES §116.994 (2000)**

**WHEREAS**, the City of Falcon Heights, a public body corporate and politic under the laws of the State of Minnesota, has been granted certain powers by the state legislature to assist business development in the City by providing business subsidies; and

**WHEREAS**, under state law, a business subsidy may not be granted until the City has adopted criteria that comply with the requirements of state law, specifically Minnesota Statutes §116.994; and

**WHEREAS**, it is the purpose of this Resolution to establish a Business Subsidy Policy with criteria for evaluating possible business subsidies in compliance with the requirements of state law; and

**WHEREAS**, this policy will apply only to subsidies as defined or limited by state law, although the City reserves the right to employ this policy to evaluate projects not specifically covered by the state law; and

**WHEREAS**, in all respects, terms used in this Policy are intended to have the same meanings as used in the state law.

**NOW THEREFORE, BE IT RESOLVED** that the City of Falcon Heights shall consider requests or other opportunities for development assistance using the following criteria:

1. Whether the project is consistent with the City's comprehensive plan or otherwise is compatible with, or complementary to, the City's development plans and objectives.
2. Whether the project will remove, prevent or reduce blight, utilize underdeveloped properties, or otherwise protect or enhance property values and the tax base.
3. Whether the use of a subsidy is necessary for the project or will result in enhancements or improvements to proposed projects.

4. Whether the project will use public infrastructure contemplated for the project or will facilitate the construction of public infrastructure identified as necessary or beneficial for other properties as determined by the City Council.
5. Whether the project will prevent specific and demonstrable loss of jobs.
6. Whether the project will create new jobs, whether the jobs to be created pay wages at a level beneficial to the community (jobs created must be generally in excess of \$ /hour), whether there are broader public benefits related to the proposed business such as, but not limited to, the hiring of a diversified work force, the provision of particular employee or family benefits, or the hiring of city residents.
7. Whether the project will provide necessary or essential housing or other community benefits, enhance economic or social diversity, stabilize the community, affect existing businesses or properties, or otherwise have demonstrable public benefits.
8. Whether the project will allow quality construction and promote the highest and best use of the land.
9. Whether the Project will <sup>not</sup> significantly and adversely increase existing service needs in the City.

**BE IT FURTHER RESOLVED** that upon the City Council making a specific finding of a public purpose, these criteria may be deviated from as authorized and conditioned by state law including determining that for a particular project the wage and job goals should be set at zero or otherwise waived or conditioned.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 200~~0~~<sup>1</sup>, by the City Council of the City of Falcon Heights, Minnesota.

CITY OF FALCON HEIGHTS

BY: \_\_\_\_\_  
Sue Gehrz, Mayor

ATTEST:

\_\_\_\_\_  
Heather Worthington, City Administrator/Clerk

**ADDENDUM**  
**6/27/01**  
**Policy 2**

**ITEM:**        **Report on preliminary 2000 Census figures**

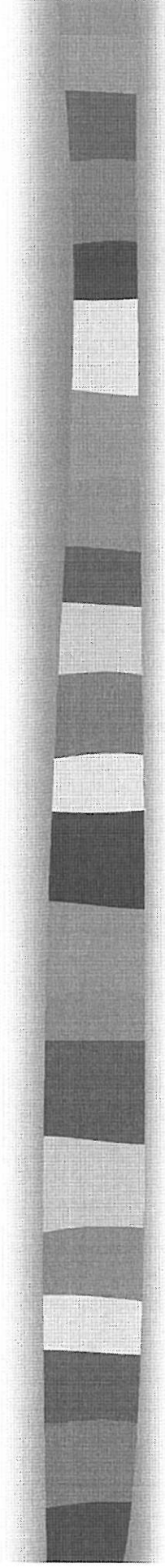
**SUBMITTED BY:** **Heather Worthington, City Administrator**

**EXPLANATION:**

Summary: The city has received the 2000 Census numbers for Falcon Heights, and a preliminary report will be given at tonight's meeting. Attached is a handout of the slides which will be presented.

Additional census information will be forthcoming from the U.S. Census Bureau this summer, and regular updates will be given throughout the remainder of the year.

# **2000 Census Information for Falcon Heights, Minnesota**



**Heather Worthington,  
City Administrator  
City of Falcon Heights**

# General Characteristics

- Population: 5,572
- Households: 2,103
- Median Age: 30.9 years
- 1990 Population: 5,380
- 1990 Households: 2,016
- 1990 Median Age: 31.4 years

# Family Definition

- The US Census Bureau defines a “family” as:
  - “A householder and one or more people living in the same household who are related to the householder by birth, marriage, or adoption.”

# Households by Type

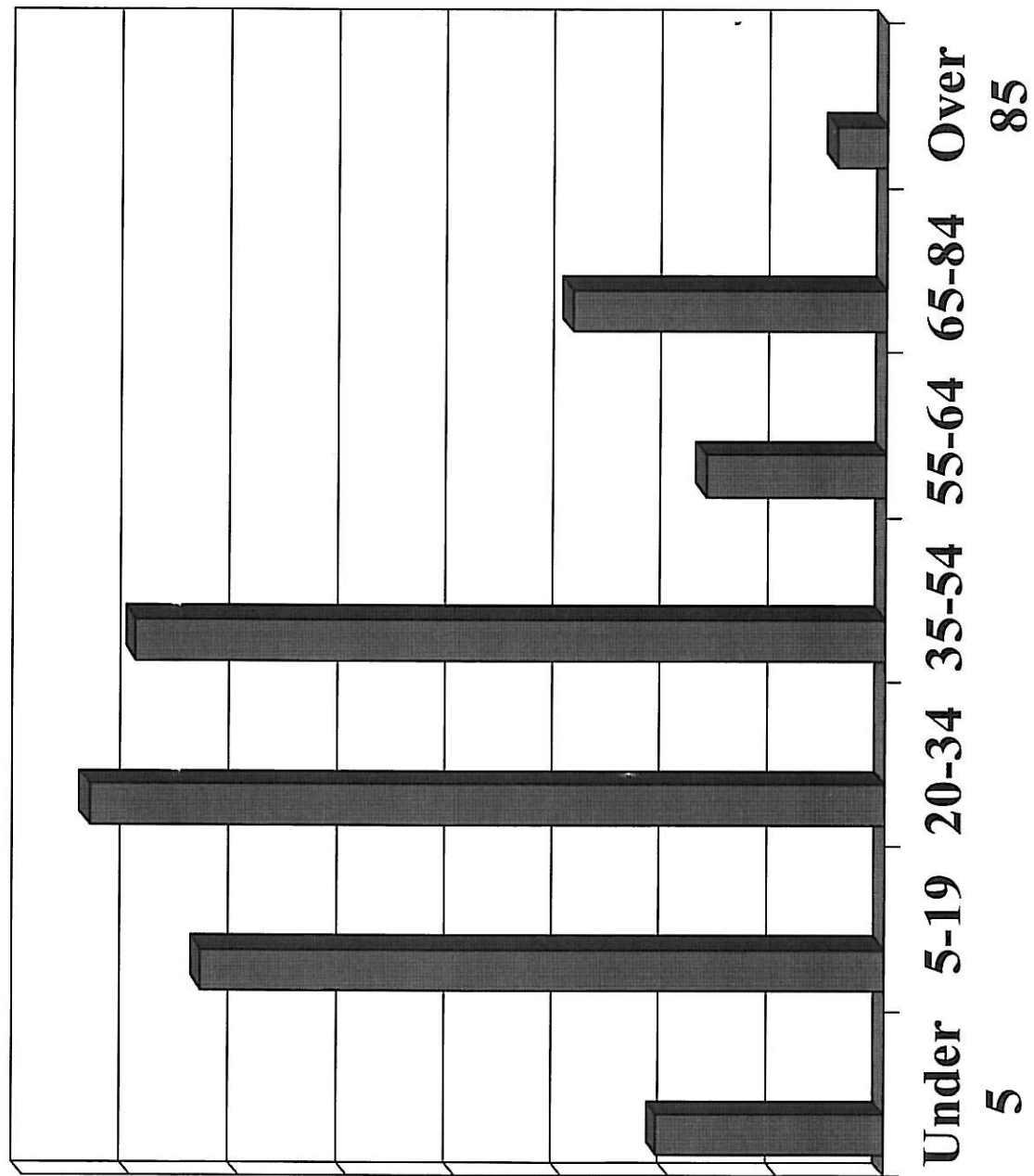
- Family households: 1,434
  - With own children under 18 years: 686
- Married Couple family: 1,239
  - With own children under 18 years: 564
- Female householder: 152
  - With own children under 18 years: 99
- Non-family households: 669



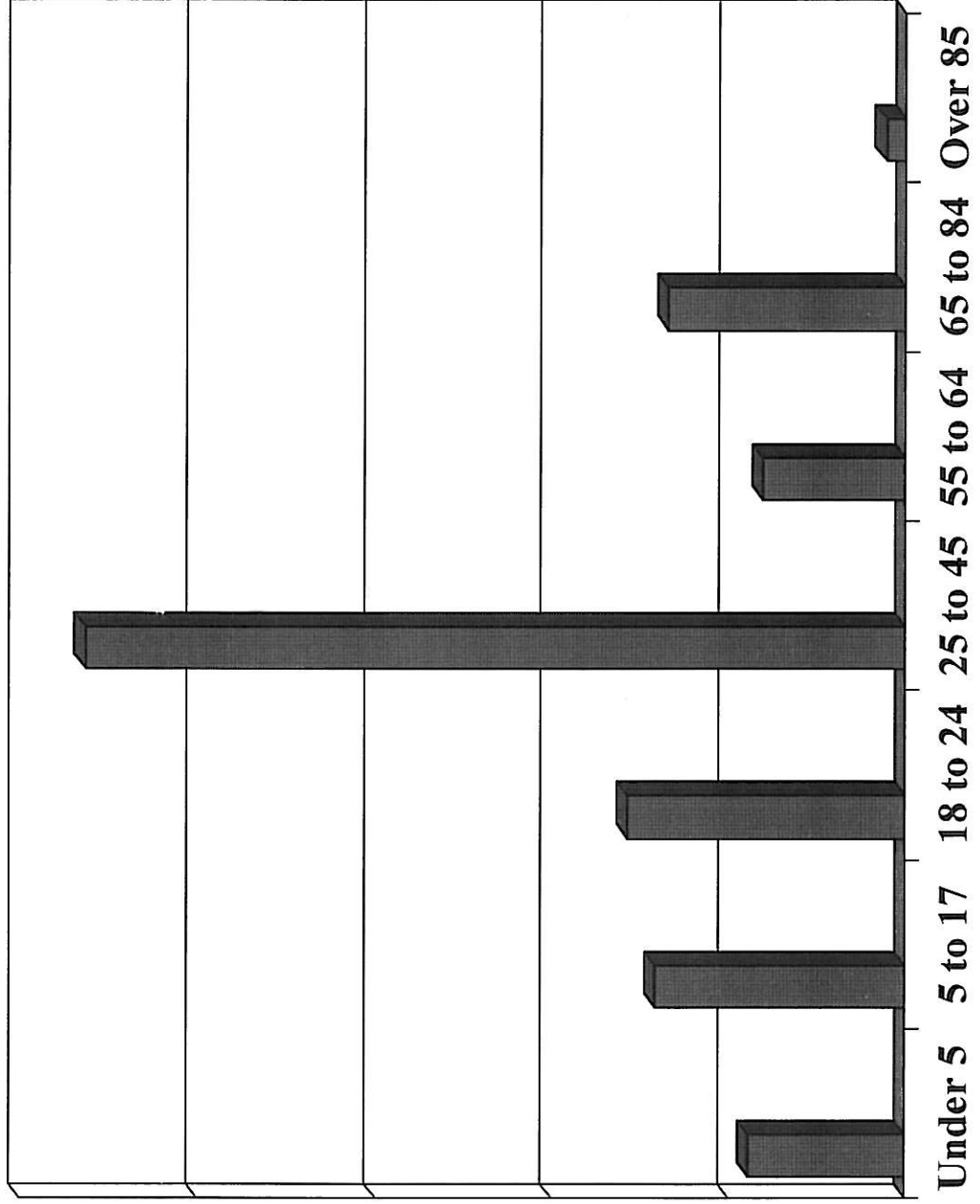
# Occupancy Types

- Occupied: 98.5%
- Vacant: 1.5%
  - Seasonal/Recreational: 0.3%
- Homeowner vacancy rate: 0.3%
- Rental vacancy rate: 0.9%

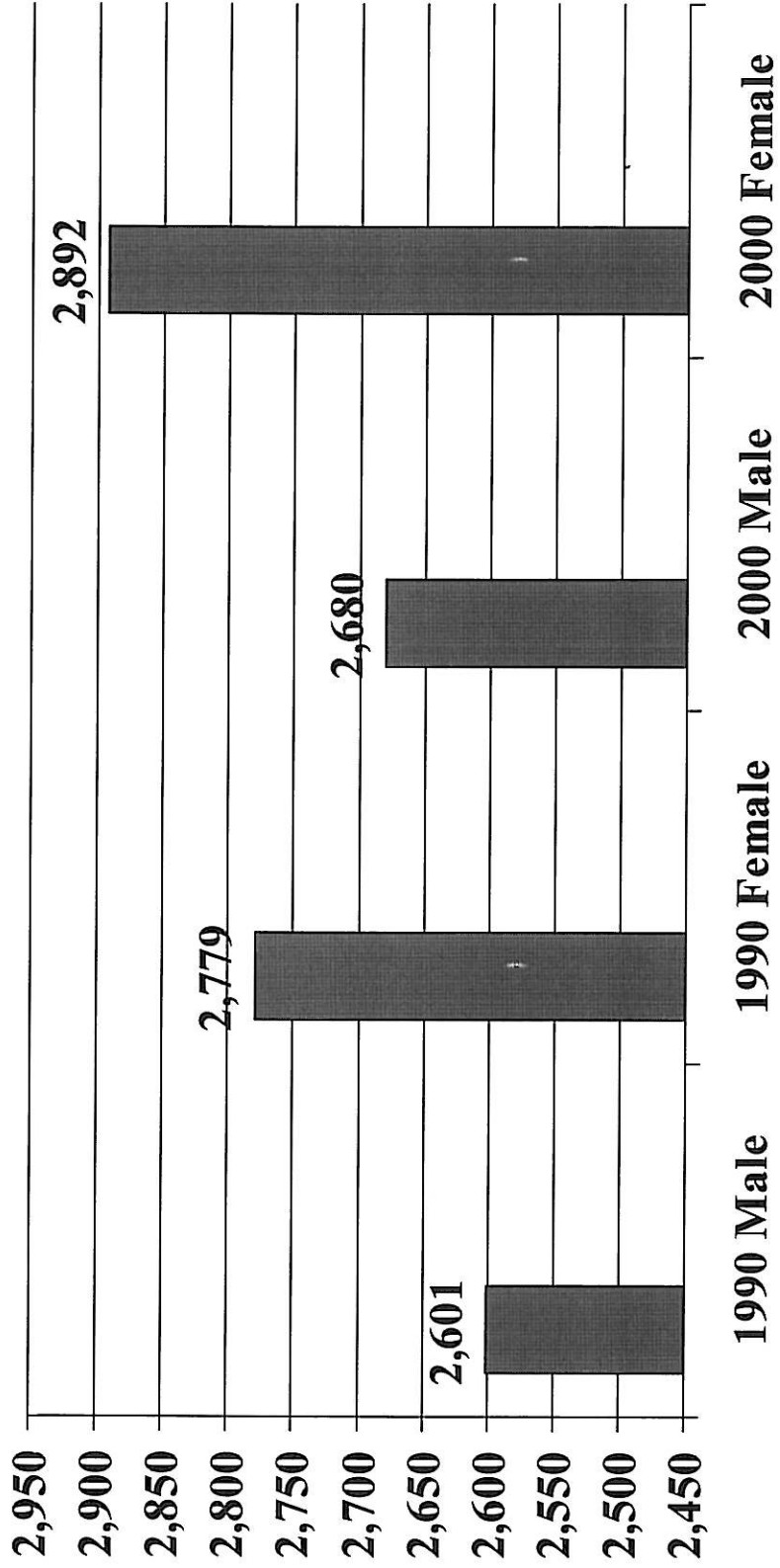
# Age Demographics 2000



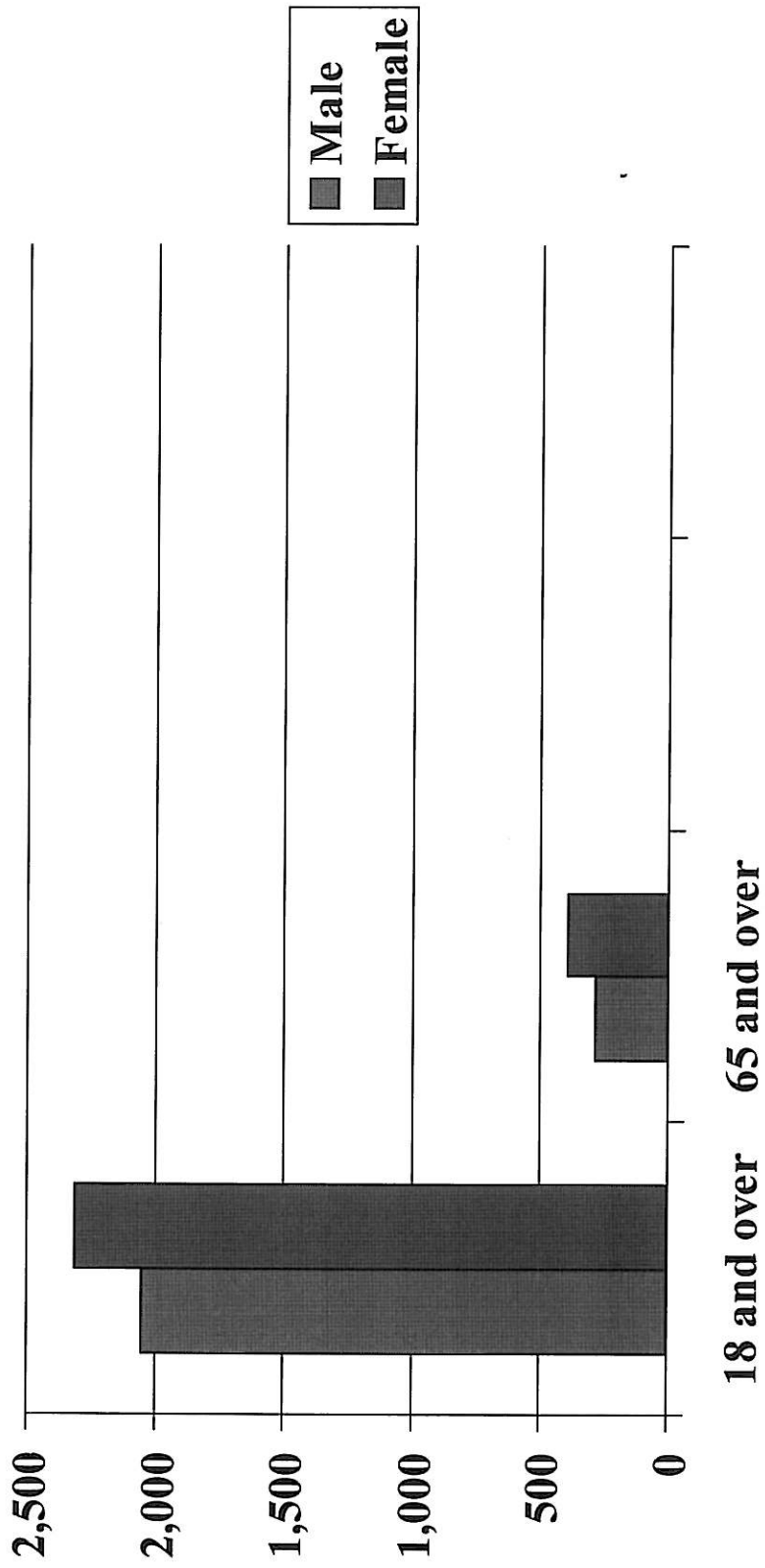
# Age Demographics 1990



# Gender



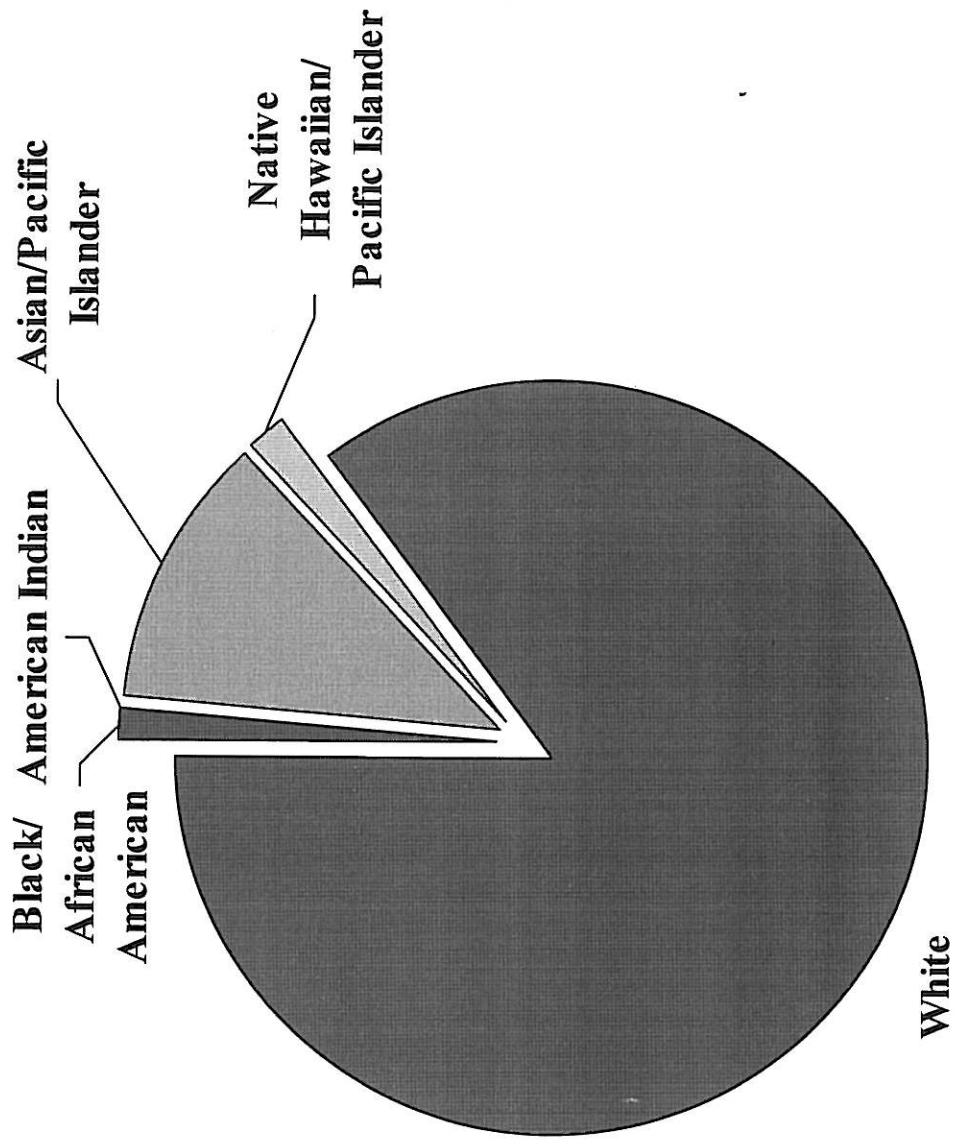
# Age and Gender



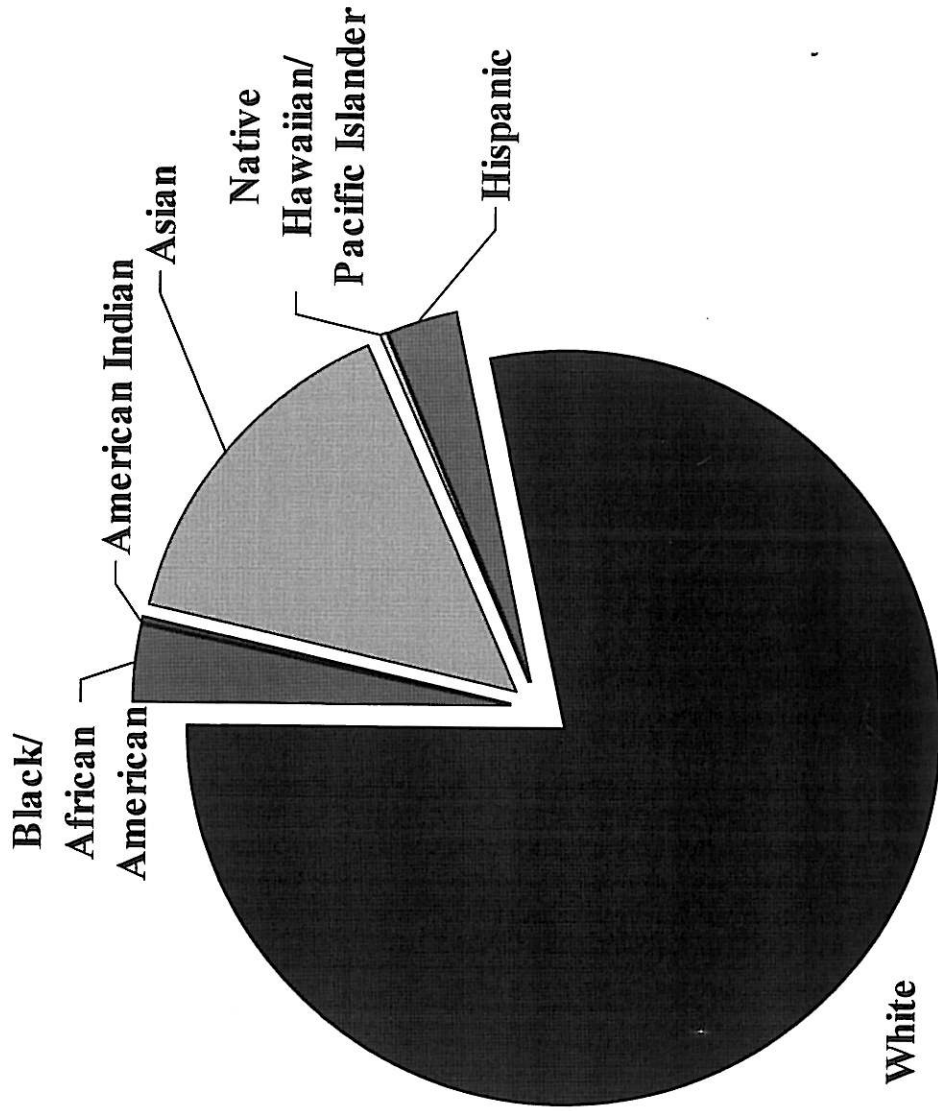
# Relationships

- In households: 5,060
  - *Householder*: 2,103
  - *Spouse*: 1,239
  - *Child*: 1,393
  - *Other relative*: 101
  - *Non-relatives*: 224
- In group quarters: 512  
*(this includes students at Bailey Hall at the U of M)*

# Racial Demographics 1990



# Racial Demographics 2000





# Housing Tenure

- “Housing Unit” is defined as:  
*a house, an apartment, a mobile home, a group of rooms, or a single room that is occupied as separate living quarters.”*

1990

- Owner-occupied units: 1,200
- Renter-occupied units: 816

2000

- Owner-occupied units: 1,218
- Renter-occupied units: 885

**ADDENDUM**  
**6/27/01**  
**Policy 3**

**ITEM: 2001 Goal Update**

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

**EXPLANATION:**

Summary: The city administrator will give a brief update on the 2001 Budget Goals set by the City Council during their budgeting session last year.

Attached is a report outlining specific goals met in the first six months of 2001.

**CITY OF FALCON HEIGHTS  
2001 BUDGET GOALS**

**Purpose:** *To promote a community that is a good place to live, work, and visit.*

**Goal 1:** To protect the public health and safety.

**Strategy 1:** Providing public safety services to citizens.

**Action Items:**

- Provide a responsive, visible, community police service
- Provide a responsive, well-trained fire service
- Review, rewrite and practice the emergency management plan

The SAPD continues to provide a high quality of police service to our community. The Fire Department has been successful in recruiting and training 7 new firefighters this year, and has three more in training currently. The staff and council plans on reviewing and practicing the emergency plan in the late summer and early fall, and staff is currently scheduling a re-write conference with the fire department, police department and city departments before year-end.

**Strategy 2:** Participate in initiatives designed to prevent crime and the need for emergency responses.

**Action Items:**

- Promptly removing graffiti from public buildings and providing removal materials for city businesses
- Review and implement an improved crime block watch notification program using the web site
- Participate in the Ramsey County Gun Lock program

City staff worked with one property owner to have graffiti removed in 2001 so far. The graffiti was removed within two days of the incident, and the perpetrators were caught on the scene and charged. In addition, their names and rap sheets were sent to St. Paul for cross-check, as one of the individuals was suspected in other cases of graffiti vandalism there. Staff has been collecting names of blockworkers and expects to have that up and running by year's end. In addition, the website is now being updated every week with current information. The gun lock program, stopped earlier in the year by Ramsey Co., is on hold currently, however, residents can receive locks from the national program to replace those locks issued last year and found to be faulty. When new locks become available, staff will distribute them once again.

**Strategy 3:** Participating in early intervention programs with juveniles.

**Action Items**

- Be involved in the Mayor's Commission Against Drugs (MCAD)
- Support Northwest Youth and Family Services
- Continue the Juvenile Firestarter program

The city has been actively involved in MCAD, and the cooperative services grant to Northwest Youth and Family Services had been made for 2001. The Juvenile Firestarter program, which was suspended after the fire marshal position was eliminated, will most likely begin again in late 2001, or 2002, as soon as fire department personnel are identified to serve.

**Goal 2:** To maintain and promote the assets of the city's unique neighborhoods and tax base including commercial, residential, and open space uses for present and future generations.

**Strategy 1:** Maintain and enhance the neighborhood and community parks with updated facilities, recreation, and community services.

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**Action Items:**

- Improve the entrances to and identification of Community Park
- Keep up the community landscaping
- Construct a gathering place in front of city hall
- Develop and implement a sound maintenance program for public facilities

In 2000, the city undertook a major project at Community Park, and this was completed in 2001. The addition of a new fence around the playground area, and the re-siting of a sign at the east entrance to the park have greatly improved the appearance of the east end of the park, and have garnered many positive comments from residents and users of the park. The Parks Commission has begun work on a plan for Curtiss Field which staff expects to begin in 2001 and continue into 2002 and 2003. This will include improving the drainage in the pond area, connecting the park visually with the possible SE Corner Redevelopment area, and creating more amenities for visitors to the park.

**Strategy 2:** Work with businesses and homeowners to maintain a functional and desirable business and residential environment

**Action Items:**

- Continue to review and communicate city code requirements to business and commercial property owners
- Maintain the desirability of neighborhoods through code enforcement
- Communicate community standards through photos and code information on the web site

City staff continues to practice a policy of compassionate code enforcement. The community standards are clearly communicated not just by city staff but also by other residents. The website will eventually include information on community standards, and is currently being updated to include this information.

**Strategy 3:** Expand pedestrian and bicycle opportunities

City staff will be recommending the installation of permanent bike racks at Community Park, as well as improved pedestrian amenities, in the 2002 Capital Budget.

**Strategy 4:** Maintain the city's infrastructure

**Action Items:**

- Continue the sidewalk maintenance program
- Publicize the availability of housing rehabilitation funds to owners of single and multi-family property owners
- Continue the sewer maintenance program
- Continue with a boulevard tree program for replacement, maintenance and expansion

In the Spring of 2001, city staff repaired sidewalks in several areas using 2000 allocations for this purpose, as the contractor was unable to complete the work before snowfall in late 2000. In the fall of 2001, we anticipate repairing an additional area of sidewalks. In addition, the city is completing the last three alley repairs/reconstructions, and undertaking a street repair project in the Northome neighborhood. All of this work will place the city in a future mode of maintenance, rather than reconstruction, and will enable the city to focus resources on other projects if desired. Staff continues to publicize housing rehabilitation funds to homeowners and multi-family property owners. In 2001, an aggressive schedule of jetting and sewer maintenance was undertaken, with the help of the League of Minnesota Cities Insurance Trust. Current and future plans call for all sanitary sewer lines to be jetted yearly, and areas where a backup has occurred, to be inspected every week, and jetted if necessary. Boulevard trees were trimmed this winter while they were dormant, and we continue to monitor the health and welfare of boulevard trees, with the help of the city forester and public works personnel.

**Strategy 5:** Protect and enhance the physical land use characteristics of the community

**Action Items:**

- Review and amend the comprehensive plan with community meeting
- Review the zoning code as needed

- Create and maintain a community identity along intersections through a streetscape plan – Phase III
- Participate in planning discussions and get the required planning expertise to assure that University of Minnesota and State Fair land uses do not negatively impact city neighborhoods
- Work with the University of Minnesota to minimize negative impacts like parking and noise related to the women's intercollegiate soccer facility
- Implement and utilize a GIS system for land use planning and maintaining information on the city's land use and facilities.

The city has not undertaken a rewrite of the Comprehensive Plan, because of current focus on the SE Corner Redevelopment. However, a review and possible rewrite of the City Code is being discussed for 2002. The Phase III streetscape plan has been largely completed, and all the boulevard trees have been planted. Mayor and staff continue to participate in regular meetings of the St. Paul Land Use Task Force, and have regular contact with U of M officials regarding possible development in Falcon Heights. Staff continues to study the possible impact of recreational sports on the city's neighborhoods, and regularly communicates the community standards to the U of M on this subject. The GIS System is operational, and has been utilized on a small scale planning project. New staff will be trained on GIS next week, and more information gathered and entered by the end of 2001.

**Strategy 6: Pursue community and economic development opportunities and business retention activities**

**Action Items:**

- Be well informed with the necessary planning, engineering, financial and legal expertise when making land use decisions
- Explore opportunities to strengthen the business community including exploring the financial realities and planning concepts for the SE and SW corners of Snelling and Larpenteur
- Plan a council workshop focused on community development and economic development information and ideas
- Host a meeting for the business community

The city continues to retain excellent consultants for legal, engineering and planning purposes. The SE Corner Redevelopment has played a major role in the outreach to the business community, and has fulfilled the council's desire to explore future options for that corner. Community, as well as business, meetings were held to garner input from those two groups, and more meetings are scheduled for July and August to solicit help from those parties in designing a redevelopment for the SE Corner.

**Goal 3:** To expand opportunities for the interaction and involvement of citizens of all ages in their neighborhoods and community.

The Falconeers continue to meet and are active in their club on a bi-monthly basis. Recreational opportunities for children are planned again for this year in the city's Parks and Recreation programming. Staff are researching other ways of providing recreational opportunities to elderly adults in the winter months.

**Strategy 1:** Promote and participate in youth development

**Action Items:**

- Continue the junior leaders program
- Include youth as commission members
- Informally interacting with youth when the opportunity arises
- Contribute to the Chamber of Commerce dinner scholarship for a high school student
- Speaking about local government at schools or youth related functions

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- RRecognize youth achievement at City Council meetings and in city newsletter

The Jr. Leaders program has approximately four participants this year. That is an increase from 2000. One commission member applied for the Parks and Recreation Commission, and he is a young man of 13.

**Strategy 2:** Host community/neighborhood activities.

**Action Items:**

- Annual Ice Cream Social
- Dead of Winter event
- Impromptu neighborhood gatherings
- Neighborhood Watch and National Night Out activities
- Recognize Arbor Day
- Fire Department Open House
- Welcome new resident event
- Host a breakfast for businesses
- Encourage volunteers to plan and be involved in community events

The city has accomplished all of the above goals, with the exception of the breakfast for businesses and the new resident welcome event.

**Strategy 3:** Explore, create and provide an array of recreation programming



**Action Item:**

- Explore and create opportunities for youth and young adults of all ages

See above.

**Strategy 4:** Encourage citizens to participate in city government

**Action Items:**

- Promote participation by volunteers in any area of city business that is possible
- Invite citizens to be part of the review of the comprehensive plan

Citizen participation has been a hallmark of the SE Corner Redevelopment process. Over 100 business owners and residents participated in the city's meetings regarding the redevelopment, and nearly 20 more agreed to serve on a

**Strategy 5:** Build stronger community and neighborhood connections

**Action Items:**

- Review, revise and more aggressively distribute the city's "Welcome to Falcon Heights" information
- Pursue conflict resolution resources for neighbors to use in resolving neighborhood conflicts
- Increase community building with a more attractive, quarterly newsletter

The "Welcome to Falcon Heights" booklet is being revised and will be printed up and distributed to new residents and other interested citizens. Staff has been actively recommending conflict resolution to neighbors involved in disputes, and had been in contact with the Dispute Resolution Center for information and referrals. The newsletter is on schedule to be printed and distributed on a quarterly basis this year.

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**Goal 4:** To provide a responsive and effective city government

**Strategy 1:** Establish goals to guide the activities of city staff and commissions.

**Action Items:**

- Publish a summary of the goals in the city's \_\_\_\_\_ newsletter
- Convey these goals to the city's representatives at the legislature, at the county, at the Metropolitan Council, and to neighboring communities



- Examine goals at midyear to determine progress
- Develop a legislative agenda for the city focusing on the city's unique composition of tax exempt properties

The City's goals for 2001 were published in the first newsletter of 2001. Our goals on a number of issues, including the tax base of the City, have been conveyed directly to our legislators. We have also had several meetings with staff and councilmembers of the Met Council. We have strong ties to the City of Lauderdale, and are working towards strengthening our relationship with Roseville.

**Strategy 2:**

Communicate promptly and clearly with the citizens, businessowners and institutional representatives by anticipating information and quickly responding to questions.

**Action Items:**

- Provide a photo of staff members and a description of jobs in the newsletter
- Improve and expand the website
- Use e-mail as a communication tool
- Get out information in a timely way on any activity that is coming up

Staff photos and bios have been in recent newsletters. We have a new website up and running, and are making weekly updates to it with the addition of staff well versed in website development and maintenance. Staff uses e-mail to communicate with each other, as well as residents, elected officials, and legislators. Staff strives to communicate frequently with residents on projects, programs, and crime prevention issues.

**Strategy 3:**

Maintain collaborative relationships with other entities

**Action Items:**

- Communicate with the University of Minnesota
- Participate in the U of M Master Plan Advisory Committee and St. Paul Land Use Task Force
- Communicate with the Minnesota State Fair

We have been active participants in the SPLUTF. We have had numerous discussions and meetings with the State Fair on a number of topics, and have an upcoming tour planned for interested parties.

**Strategy 4:** Strive to provide citizens with more efficient and convenient city services.

**Action Item:**

- Continue to develop, budget for and implement an improved maintenance program for city facilities and infrastructure

The City's last major road project is in process currently. We will now commence with a maintenance schedule for our infrastructure.

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**Strategy 5:** Effectively manage the city's consulting and personnel resources

**Action Items:**

- Review and clarify staffing assignments and responsibilities
- Evaluate the performance and work assignments of city employees through annual performance evaluations
- Recognize employees with a recognition event
- Provide employees with the affordable resources they require to efficiently and effectively do their jobs including a training plan and technology resources
- Provide adequate funds for personnel, equipment and contractors to maintain the city's infrastructure, facilities, public spaces and public improvements

Staff responsibilities are clearly defined, yet evolving to provide flexibility with staffing assignments and new staff experience. Employees are evaluated yearly, and starting in 2002, these evaluations will take place on their service anniversary. Employees have several picnic events each summer, and birthday celebrations nearly every week. Many employees have taken advantage of the tuition reimbursement plan, additional training opportunities, and by the end of 2001, each employee will have a computer that is no older than two years old on their desk.

**Strategy 6:** Effectively manage the city's financial resources

**Action Items:**

- Prepare a well researched five year capital improvement program
- Review and adjust the city's fees for service as part of the budgeting process
- Analyze the city's rescue fund on an ongoing basis

- Review and, if necessary, revise contracts with neighboring cities to make sure they cover city's costs for providing the service
- Review and evaluate the city's long term financial needs and the city's current and future financial resources to meet these needs
- Maintain a contingency fund to be prepared for unexpected but necessary expenditures

The city has currently 13 months of operating reserves, and this will serve as a cushion if the economy experiences a downturn.