

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

AGENDA
January 28, 2015

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ____ HARRIS ____ BROWN THUNDER ____
LONG ____ MERCER-TAYLOR ____

STAFF PRESENT: FISCHER ____
- C. PRESENTATIONS:
 - 1. Jerry Hrmotka - NYFS Presentation
- D. APPROVAL OF MINUTES: January 14, 2014
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
 - 1. General Disbursements through 1/20/2015: \$80,552.65
Payroll through 1/15/2015: \$12,990.51
 - 2. Approval of City Licenses
 - 3. 2015 - 2016 Forester Contract
 - 4. Approval of 2015-2016 Tree Trimming and Removal Contractor
 - 5. Approval of 2015 EAB Program - Tree Replacement Contract
 - 6. Approval of Feasibility Report for 2015 PMP
- G. POLICY ITEMS:
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

MINUTES
January 14, 2015

- A. CALL TO ORDER: 7:00 p.m.
- B. ROLL CALL: LINDSTROM X HARRIS X BROWN THUNDER X
LONG X MERCER-TAYLOR X
- STAFF PRESENT: FISCHER X
- C. PRESENTATIONS:
1. Recognition of Rick Talbot's Service to the Cable Commission
Mayor Lindstrom and Cor Wilson, Executive Director of the Cable Commission, thanked Rick for his service and presented him with a plaque of appreciation. Rick thanked them for the award and made a few comments about his 20 year on the Commission.
- D. APPROVAL OF MINUTES: December 10, 2014 Approved
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA: Long, Approved 5-0
1. General Disbursements through 1/8/2015: \$174,368.87
Payroll through 12/31/2014: \$28,388.86
 2. Approval of City Licenses
 3. Designating Official Depositories for 2015
 4. Review Elected Official Out-of-State Travel Policy
 5. Review and Adopt Council Standing Rules
 6. Appoint Acting Mayor
 7. Commission Appointments and Reappointments
 8. Mileage Reimbursement Rate for 2015
 9. Approval of 2015 Fee Schedule
 10. Appointment of Fire Department Officers
 11. Approval of Webcasting Services
- G. POLICY ITEMS:
- H. INFORMATION/ANNOUNCEMENTS:

Pam Harris:

- Wished everyone a Happy New Year

Chuck Long:

- Announced Winterfest will be happening January 25th, from 1-4pm at Community Park. Smoosh races will be held!

Pete Lindstrom:

- Announced the Neighborhood Commission Annual Meeting is January 20th, 7:00pm at City Hall.

I. COMMUNITY FORUM:

David Murphy - Falcon Heights Citizen & Planning Commission addressed the Council on the organized trash collection.

J. ADJOURNMENT: 7:29pm



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through 1/20/2015: \$80,552.65 Payroll through 1/15/2015: \$12,990.51
Budget Impact	
Attachment(s)	General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 01156 Regular Payables
VENDOR SET: 01 City of Falcon Heights
SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00292	AVENET, LLC					
I-36297		WEB HOSTING - GOV'T OFFICE	1,175.00			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		WEB HOSTING - GOV'T OFFICE		101 4116-85060-000	WEB SITE	1,175.00
=== VENDOR TOTALS ===			1,175.00			
=====						
01-00869	BENEFIT EXTRAS, INC					
I-59852		JAN-JUNE FLEX ADMIN FEES	480.00			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		JAN-JUNE FLEX ADMIN FEES		101 4112-89000-000	MISCELLANEOUS	480.00
=== VENDOR TOTALS ===			480.00			
=====						
01-03089	CASH					
I-201501225148		CERTIFIED MAIL	39.43			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		CERTIFIED MAIL		101 4112-70500-000	POSTAGE	39.43
I-201501225149		NEIGHBORHOOD COMMISSION FOOD	26.66			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		NEIGHBORHOOD COMMISSION FOOD		101 4116-70100-000	SUPPLIES	26.66
I-201501225150		MILEAGE REIMBURSEMENT	5.17			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		MILEAGE REIMBURSEMENT		101 4132-86101-000	MILEAGE	5.17
=== VENDOR TOTALS ===			71.26			
=====						
110	CENTURY LINK					
I-201501225146		LANDLINE - PARKS	60.16			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		LANDLINE - PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	60.16
=== VENDOR TOTALS ===			60.16			
=====						
01-06290	CITY OF ROSEVILLE					
I-201501225147		DEC ENGINEERING SERVICES	6,826.78			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		SEWER LINING ENG		601 20200-000	ACCOUNTS PAYABLE	465.72
		NON RELATED PROJECT		101 20200-000	ACCOUNTS PAYABLE	485.58
		CURTISS FIELD DRAINAGE		602 20200-000	ACCOUNTS PAYABLE	38.81
		2013 PMP		419 20200-000	ACCOUNTS PAYABLE	310.48
		2015 PMP		419 20200-000	ACCOUNTS PAYABLE	5,406.31
		NEWSLETTERS - 2015 ST PROJECT		419 20200-000	ACCOUNTS PAYABLE	119.88

PACKET: 01156 Regular Payables
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SEQUENCE : ALPHABETIC
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06290	CITY OF ROSEVILLE	(** CONTINUED **)				
I-201501225151		SNOWSHOE RENTAL	24.00			
1/20/2015	APBNK	MANUAL CK# 083651 1/22/2015		1099: N		
		SNOWSHOE RENTAL		101 4116-89010-000	SPECIAL EVENTS	24.00
=== VENDOR TOTALS ===			6,850.78			
=====						
01-05533	FALCON PLUMBING, LLC					
I-686		BATHROOM FIXTURE	848.00			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		BATHROOM FIXTURE		101 4131-87010-000	CITY HALL MAINTENANCE	848.00
=== VENDOR TOTALS ===			848.00			
=====						
01-04092	FISCHER, BART J					
I-201501205137		MILEAGE REIMBURSEMENT	5.17			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		MILEAGE REIMBURSEMENT		101 4112-86010-000	MILEAGE & PARKING	5.17
=== VENDOR TOTALS ===			5.17			
=====						
01-05115	GOPHER STATE ONE CALL					
I-129843		2015 ANNUAL FEE	100.00			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		2015 ANNUAL FEE		601 4601-88030-000	LOCATES	100.00
=== VENDOR TOTALS ===			100.00			
=====						
117	GREATER METROPOLITAN HOUSING C					
I-201501205140		2015 COOPERATIVE SERVICES	2,000.00			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		2015 COOPERATIVE SERVICES		101 4111-86500-000	COOPERATIVE SERVICE	2,000.00
=== VENDOR TOTALS ===			2,000.00			
=====						
01-05243	HINRICHS, RICH					
I-201501225144		OFFICE SUPPLIES	47.09			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		OFFICE SUPPLIES		101 4124-70100-000	SUPPLIES	47.09
I-201501225145		DOOR KNOB / 757 TOOLS	163.32			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		DOOR KNOB / 757 TOOLS		101 4124-70100-000	SUPPLIES	163.32
=== VENDOR TOTALS ===			210.41			

PACKET: 01156 Regular Payables
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-----ID-----				GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-07263		NEXTEL COMMUNICATIONS, INC					
I-610189225-139		CELL PHONE: PW	83.08				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		CELL PHONE: PW		101 4121-85015-000	CELL PHONE	83.08	
		=== VENDOR TOTALS ===	83.08				
=====							
01-05531		OFFICETEAM					
I-42116110		STAFFING	682.36				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		STAFFING		101 4112-60520-000	PART-TIME EMPLOYEES	682.36	
		=== VENDOR TOTALS ===	682.36				
=====							
01-06024		ON SITE SANITATION					
I-575672		HAND SANITIZER	6.79				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		HAND SANITIZER		601 4601-70100-000	SUPPLIES	6.79	
		=== VENDOR TOTALS ===	6.79				
=====							
01-06115		TIMOTHY PITTMAN					
I-201501205142		WINTERFEST PURCHASES	43.39				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		WINTERFEST PURCHASES		101 4116-89010-000	SPECIAL EVENTS	43.39	
		=== VENDOR TOTALS ===	43.39				
=====							
185		RAMSEY COUNTY					
I-PUBW-014220		BULK ROAD SALT	1,654.80				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		BULK ROAD SALT		101 20200-000	ACCOUNTS PAYABLE	1,654.80	
		=== VENDOR TOTALS ===	1,654.80				
=====							
01-06335		ROSELAWN STABLES					
I-201501205141		PARADE WAGON	500.00				
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N			
		PARADE WAGON		101 4116-89010-000	SPECIAL EVENTS	500.00	
		=== VENDOR TOTALS ===	500.00				

PACKET: 01156 Regular Payables
VENDOR SET: 01 City of Falcon Heights
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DUE TO/FROM ACCOUNTS SUPPRESSED

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

01-00880 US BANK HSA CUSTODIAN FOR BART

I-201501205139		JAN HSA DEDUCTION	545.84			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		JAN HSA DEDUCTION		101 21714-000	HSA FLEX PAYAB LE	480.30
		JAN HSA DEDUCTION		206 21714-000	HSA FLEX PAYABLE	27.29
		JAN HSA DEDUCTION		601 21714-000	HSA FLEX PAYABLE	21.83
		JAN HSA DEDUCTION		602 21714-000	HSA FLEX PAYABALE	16.42
=== VENDOR TOTALS ===			545.84			

01-05870 XCEL ENERGY

I-0553965639		ELECTRIC	23.23			
1/20/2015	APBNK	DUE: 1/20/2015 DISC: 1/20/2015		1099: N		
		GAZEBO ELECTRIC		101 4141-85020-000	ELECTRIC/GAS	11.78
		MISCELLANEOUS ELECTRIC		101 4141-85020-000	ELECTRIC/GAS	11.45
=== VENDOR TOTALS ===			23.23			
=== PACKET TOTALS ===			15,340.27			

fed withholdings	5604.52
st withholdings	751.44
Pera	2588.35
Icma	5775.00

30,059.58

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03001	CAMPBELL KNUTSON					
I-201501145134		DEC LEGALS	1,073.00			
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: Y		
		DEC LEGALS		101 20200-000	ACCOUNTS PAYABLE	1,073.00
		=== VENDOR TOTALS ===	1,073.00			
=====						
01-03117	CITY OF LITTLE CANADA					
I-201501155136		4TH QTR BUILDING INSPECTIONS	27,940.30			
1/15/2015	APBNK	DUE: 1/15/2015 DISC: 1/15/2015		1099: N		
		4TH QTR BUILDING INSPECTIONS		101 20200-000	ACCOUNTS PAYABLE	27,940.30
		=== VENDOR TOTALS ===	27,940.30			
=====						
01-06290	CITY OF ROSEVILLE					
I-0219782		JAN IT SVCS	1,286.83			
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N		
		JAN IT SVCS		101 4116-85070-000	TECHNICAL SUPPORT	1,286.83
I-0219816		JAN PHONE	295.80			
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N		
		JAN PHONE		101 4116-85010-000	TELEPHONE	295.80
		=== VENDOR TOTALS ===	1,582.63			
=====						
01-04000	EHLERS AND ASSOCIATES					
66495		2ND HALF DEVELOPER PMTS	410.00			
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N		
		2ND HALF DEVELOPER PMTS		414 20200-000	ACCOUNTS PAYABLE	410.00
		=== VENDOR TOTALS ===	410.00			
=====						
01-05354	JEFFERSON FIRE & SAFETY, INC					
I-212591		HYDRAULIC MINERAL OIL	45.00			
1/15/2015	APBNK	DUE: 1/15/2015 DISC: 1/15/2015		1099: N		
		HYDRAULIC MINERAL OIL		101 20200-000	ACCOUNTS PAYABLE	45.00
		=== VENDOR TOTALS ===	45.00			

-----ID-----				GROSS	P.O. #		
BT DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05731	MN DEPARTMENT	OF LABOR INDUSTR					
I-21590123015		4TH QTR PERMIT SURCHARGE	337.94				
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N			
		4TH QTR PERMIT SURCHARGE		101 20801-000	DUE TO OTHER GOVERNMENTS		337.94
		=== VENDOR TOTALS ===	337.94				
=====							
1-05531	OFFICETEAM						
I-42104557		STAFFING	508.22				
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N			
		STAFFING		101 4112-60520-000	PART-TIME EMPLOYEES		508.22
		=== VENDOR TOTALS ===	508.22				
=====							
01-05530	OSI ENVIRONMENTAL						
I-2051064		SHOP ANTIFREEZE	35.00				
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N			
		SHOP ANTIFREEZE		101 4132-89000-000	MISCELLANEOUS		35.00
		=== VENDOR TOTALS ===	35.00				
=====							
01-06525	SUBURBAN ACE	HARDWARE					
I-201501145135		SHOP TOOLS	64.30				
1/14/2015	APBNK	DUE: 1/14/2015 DISC: 1/14/2015		1099: N			
		SHOP TOOLS		101 20200-000	ACCOUNTS PAYABLE		64.30
		=== VENDOR TOTALS ===	64.30				
		=== PACKET TOTALS ===	31,996.39				

PACKET: 01151 Regular Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====							
01-00250			AMERIPRIDE SERVICES				
I-1003005561	1/12/2015	APBNK	LINEN CLEANING DUE: 1/12/2015 DISC: 1/12/2015 LINEN CLEANING	37.09	1099: N 101 4124-82011-000	LINEN CLEANING	37.09
			=== VENDOR TOTALS ===	37.09			
=====							
01-05289			BLOOMINGTON EMBROIDERY				
I-35426	1/09/2015	APBNK	FIRE CLOTHING EMBROIDERY DUE: 1/09/2015 DISC: 1/09/2015 FIRE CLOTHING EMBROIDERY	1,313.78	1099: N 101 20200-000	ACCOUNTS PAYABLE	1,313.78
			=== VENDOR TOTALS ===	1,313.78			
=====							
01-03110			CENTURY LINK				
I-201501125126	1/12/2015	APBNK	PUMP STATION DUE: 1/12/2015 DISC: 1/12/2015 PUMP STATION	61.72	1099: N 601 4601-87098-000	SEWER STUB REPAIR	61.72
I-201501125127	1/12/2015	APBNK	LANDLINE FEES DUE: 1/12/2015 DISC: 1/12/2015 LANDLINE FEES	55.94	1099: N 101 4141-85011-000	TELEPHONE - LANDLINE	55.94
			=== VENDOR TOTALS ===	117.66			
=====							
01-03123			CINTAS CORPORATION #470				
I-470519822	1/09/2015	APBNK	SHOP TOWELS/TP/SOAP DUE: 1/09/2015 DISC: 1/09/2015 SHOP TOWELS/TP/SOAP	126.99	1099: N 101 4131-70110-000	SUPPLIES	126.99
			=== VENDOR TOTALS ===	126.99			
=====							
01-03350			D LEWIS ENTERPRISES INC				
I-4802	1/09/2015	APBNK	COUNTER TOP INSTALLATION DUE: 1/09/2015 DISC: 1/09/2015 COUNTER TOP INSTALLATION	831.60	1099: N 401 20200-000	ACCOUNTS PAYABLE	831.60
			=== VENDOR TOTALS ===	831.60			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-03539		DAKOTA ELECTRIC ASSOCIATION				

I-1480700026		JAN SOLAR ELEC	530.00			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		JAN SOLAR ELEC		101 4131-85025-000	SOLAR ELECTRIC	530.00
		=== VENDOR TOTALS ===	530.00			
=====						
01-03580		DEPARTMENT OF EMPLOYMENT & ECO				

I-9734261		4TH QUARTER UNEMPLOYMENT	266.75			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		4TH QUARTER UNEMPLOYMENT		101 20200-000	ACCOUNTS PAYABLE	266.75
		=== VENDOR TOTALS ===	266.75			
=====						
01-04092		FISCHER, BART J				

I-201501125123		COUNCIL MEMBER MEETING REIMB	26.23			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		COUNCIL MEMBER MEETING REIMB		101 4112-89000-000	MISCELLANEOUS	26.23
		=== VENDOR TOTALS ===	26.23			
=====						
01-05243		HINRICHS, RICH				

I-201501125125		757 - TOOLS NEW FIRE TRUCK	179.86			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		757 - TOOLS NEW FIRE TRUCK		101 4124-70100-000	SUPPLIES	179.86
		=== VENDOR TOTALS ===	179.86			
=====						
01-05528		INDUSTRIAL ENGRAVING INC				

I-25417		LOCKER NAMEPLATES	125.00			
1/09/2015	APBNK	DUE: 1/09/2015 DISC: 1/09/2015		1099: N		
		LOCKER NAMEPLATES		101 4124-70100-000	SUPPLIES	125.00
		=== VENDOR TOTALS ===	125.00			
=====						
01-04570		JOSEPH, KATRINA E.				

I-36		DECEMBER PROSECUTIONS	2,500.00			
1/09/2015	APBNK	DUE: 1/09/2015 DISC: 1/09/2015		1099: Y		
		DECEMBER PROSECUTIONS		101 20200-000	ACCOUNTS PAYABLE	2,500.00
		=== VENDOR TOTALS ===	2,500.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05440	LOFFLER COMPANIES, INC					
I-16381897		JAN COPIER CHARGES	431.02			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		JAN COPIER CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT	431.02
		=== VENDOR TOTALS ===	431.02			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-201501125121		FEB HEALTH INSURANCE	5,504.82			
1/12/2015	APBNK	DUE: 1/12/2015 DISC: 1/12/2015		1099: N		
		FEB HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	5,504.82
		=== VENDOR TOTALS ===	5,504.82			
=====						
01-06024	ON SITE SANITATION					
I-A-574105		PORTABLE TOILET-COMMUNITY PAR	65.00			
1/09/2015	APBNK	DUE: 1/09/2015 DISC: 1/09/2015		1099: N		
		PORTABLE TOILET-COMMUNITY PARK		601 4601-85080-000	PORTABLE TOILET PARKS	65.00
I-A-574130		PORTABLE TOILET - CURTISS	65.00			
1/09/2015	APBNK	DUE: 1/09/2015 DISC: 1/09/2015		1099: N		
		PORTABLE TOILET - CURTISS		601 4601-85080-000	PORTABLE TOILET PARKS	65.00
		=== VENDOR TOTALS ===	130.00			
=====						
01-06301	SAMS CLUB MC/SYNCB					
I-201501135128		OAK BRACKETS FOR ENTRANCE	174.00			
1/13/2015	APBNK	DUE: 1/13/2015 DISC: 1/13/2015		1099: N		
		OAK BRACKETS FOR ENTRANCE		401 20200-000	ACCOUNTS PAYABLE	174.00
I-201501135129		CLOTHING PURCHASE	127.97			
1/13/2015	APBNK	DUE: 1/13/2015 DISC: 1/13/2015		1099: N		
		CLOTHING PURCHASE		101 20200-000	ACCOUNTS PAYABLE	127.97
		=== VENDOR TOTALS ===	301.97			
=====						
01-00935	ST PAUL REGIONAL WATER SERVICE					
I-201501095118		WATER AND SS CHARGES	200.50			
1/09/2015	APBNK	DUE: 1/09/2015 DISC: 1/09/2015		1099: N		
		WATER AND SS CHARGES		101 4131-85070-000	SEWER	100.25
		WATER AND SS CHARGES		101 4141-85070-000	SEWER	100.25
		=== VENDOR TOTALS ===	200.50			

-----ID-----	POST DATE	BANK CODE	-----DESCRIPTION-----	GROSS DISCOUNT	P.O. # G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-05870			XCEL ENERGY				
I-201501125119	1/12/2015	APBNK	ELECTRIC DUE: 1/12/2015 DISC: 1/12/2015 ELECTRIC	928.44	1099: N 101 20200-000	ACCOUNTS PAYABLE	928.44
I-201501125120	1/12/2015	APBNK	GAS DUE: 1/12/2015 DISC: 1/12/2015 GAS	1,357.08	1099: N 101 20200-000	ACCOUNTS PAYABLE	1,357.08
I-201501135130	1/13/2015	APBNK	ELECTRIC BILL/PURCHASE BULBS DUE: 1/13/2015 DISC: 1/13/2015 ELECTRIC BILL/PURCHASE BULBS	2,266.95	1099: N 209 20200-000	ACCOUNTS PAYABLE	2,266.95
I-201501135131	1/13/2015	APBNK	ELECTRIC DUE: 1/13/2015 DISC: 1/13/2015 ELECTRIC	777.23	1099: N 101 20200-000	ACCOUNTS PAYABLE	777.23
I-440287469	1/09/2015	APBNK	ELECTRIC DUE: 1/09/2015 DISC: 1/09/2015 ELECTRIC	48.00	1099: N 209 20200-000	ACCOUNTS PAYABLE	48.00
I-440336359	1/09/2015	APBNK	ELECTRIC DUE: 1/09/2015 DISC: 1/09/2015 ELECTRIC	46.99	1099: N 209 20200-000	ACCOUNTS PAYABLE	46.99
=== VENDOR TOTALS ===				5,424.69			
01-07205			ZEP SALES & SERVICE				
I-201501125122	1/12/2015	APBNK	HAND SOAP DUE: 1/12/2015 DISC: 1/12/2015 HAND SOAP	448.72	1099: N 101 4124-70100-000	SUPPLIES	448.72
=== VENDOR TOTALS ===				448.72			
=== PACKET TOTALS ===				18,496.68			

EMP #	NAME	AMOUNT
0004	BART J FISCHER	2,598.83
01-1014	CHELSEA PETERSEN	301.97
01-1017	TIMOTHY J SANDVIK	1,399.83
01-1136	ROLAND O OLSON	1,359.93
01-1156	ERICA L HEBL	241.09
01-0085	DANIEL S JOHNSON-POWERS	83.79
01-0086	RICHARD H HINRICHS	361.21
01-0087	MICHAEL A MCKAY	100.69
01-0095	MICHAEL J POESCHL	50.14
01-0105	ANTON M FEHRENBACH	103.54
01-0106	SCOTT A TESCH	106.53
01-0123	BRYAN R SULLIVAN	653.50
01-0124	MICHAEL D KRUSE	149.88
01-0132	ANDREW K TEMME	98.66
01-0133	MICHAEL A TESTER	122.00
01-1030	TIMOTHY J PITTMAN	1,620.79
01-1033	DAVE TRETSTVEN	1,515.29
01-1143	COLIN B CALLAHAN	1,439.27
TOTAL PRINTED:		18 12,306.94

1-13-2015 11:16 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 1/13/2015

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0040	ANDERSON, KEVIN	R	1/13/2015	83.97	083635
0111	GAFFNEY, PATRICK	R	1/13/2015	145.40	083636
0112	WICK, JEFFREY M	R	1/13/2015	61.82	083637
0136	SMITH, BENJAMIN J	R	1/13/2015	61.43	083638
0130	RABEK, PAUL A	R	1/13/2015	50.14	083639
0131	THOMAS, DAVID M	R	1/13/2015	55.98	083640
0172	ARCAND, MICHAEL W	R	1/13/2015	224.83	083641

1-13-2015 11:16 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 1/13/2015

*** REGISTER TOTALS ***

REGULAR CHECKS:	7	683.57
DIRECT DEPOSIT REGULAR CHECKS:	18	12,306.94
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	25	12,990.51

*** NO ERRORS FOUND ***

** END OF REPORT **



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Tim Sandvik, Deputy Clerk

Item	Approval of City Licenses
Description	<p>The following individuals have applied for a <u>Municipal Business License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Essential Sessions Studios LLC 2. Golden Tailor <p>The following individual has applied for a <u>Tree Trimming/Treating/Removal Contractor's License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Hoffman & McNamara 2. Vineland Tree Care <p>The following individuals have applied for a <u>Refuse/Recycler's License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Gene's Disposal Service Inc <p>The following individuals have applied for a <u>Home Occupation License</u> for 2015. Staff has received the necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Pamela M. Harris PLLC 2. The Touch -Up Artist, Inc <p>The following individuals have applied for a <u>Restaurant License, On Sale Liquor License and Sunday Sales License</u> for 2015. Staff has received necessary documents for licensure.</p> <ol style="list-style-type: none"> 1. Stout's Pub
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2015 City License Applications.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F3
Attachment	2015-2016 Forestry Contract
Submitted By	Bart Fischer, City Administrator

Item	2015-2016 Forester Contract
Description	<p>For the past 7 years, Andy Hovland, d/b/a Branch and Bough, has served as the City's Contract Forester. His services have been very well received by residents and staff alike. He has been very instrumental in the Emerald Ash Borer mitigation program as well as assisting residents in evaluating trees on their own private property.</p> <p>Staff recommends that the City continue working with Andy as the City Forester and that the attached 2 year agreement be approved.</p>
Budget Impact	Funds for this service are allocated in the 2015 operating budget and are anticipated to be allocated in the 2016 operating budget as well. The hourly rate for this Agreement is consistent with other contract foresters and with what Mr. Hovland has billed the City in 2013-2014. Furthermore, it is anticipated that much of his time will be covered under grant funding that has been secured.
Attachment(s)	Professional Services Agreement
Action(s) Requested	Staff recommends that the Falcon Heights City Council adopt the attached 2015-2016 Forestry Services Agreement/Contract with Andy Hovland, d/b/a Branch and Bough, for consultant forester services in 2015 & 2016.

AGREEMENT

AGREEMENT made this _____ day of _____, 2015, between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation ("City"), and **ANDREW HOVLAND d/b/a Branch and Bough** ("Consultant").

IN CONSIDERATION OF THE MUTUAL UNDERTAKINGS HEREIN CONTAINED, THE PARTIES AGREE AS FOLLOWS:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents", all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

A. This Agreement.

2. OBLIGATIONS OF THE CONSULTANT. The Consultant, a certified tree inspector, shall provide the services, and perform the work in accordance with the Contract Documents and applicable state law, Minn. Stat. 18G.16, and Rules, Minnesota Rules Chapter 1505, concerning shade tree disease control programs.

3. OBLIGATIONS OF THE CITY. The City shall pay the Consultant \$50 per hourly basis in accordance with the attached plus mileage based upon the IRS deduction rate.

4. ASSIGNMENT. Neither party may assign, sublet, or transfer any interest or obligation in this Contract without the prior written consent of the other party, and then only upon such terms and conditions as both parties may agree to and set forth in writing.

5. TIME OF PERFORMANCE. The term of this Agreement shall be from January 1, 2015 through December 31, 2016.

6. PAYMENT. The City will make periodic payment to the Consultant as the work is completed. Such payment shall be made not later than thirty (30) days after invoicing by the Consultant.

7. PROMPT PAYMENT TO SUBCONSULTANTS. Pursuant to Minnesota Statute § 471.25, Subdivision 4a, the Consultant must pay any subconsultant within ten (10) days of the Consultant's receipt of payment from the City for undisputed services provided by the subconsultant. The Consultant must pay interest of one and one-half percent (1½ %) per month or any part of a month to subconsultant on any undisputed amount not paid on time to the subconsultant. The minimum monthly interest penalty payment for an unpaid balance of \$100.00 or more is \$10.00. For an unpaid balance of less than \$100.00, the Consultant shall pay the actual penalty due to the subconsultant. A subconsultant who prevails in a civil action to collect interest penalties from the Consultant

shall be awarded its costs and disbursements, including attorney's fees, incurred in bringing the action.

8. WORKER'S COMPENSATION. The Consultant shall obtain and maintain for the duration of this Contract, statutory Worker's Compensation Insurance and Employer's Liability Insurance as required under the laws of the State of Minnesota.

9. COMPREHENSIVE GENERAL LIABILITY. Consultant shall obtain the following minimum insurance coverage and maintain it at all times throughout the life of the Contract, with the City included as an additional name insured:

Bodily Injury:	\$1,000,000 each occurrence \$1,000,000 aggregate, products and completed operations
Property Damage:	\$1,000,000 each occurrence \$1,000,000 aggregate

Contractual Liability (identifying the contract):

Bodily Injury:	\$1,000,000 each occurrence
Property Damage:	\$1,000,000 each occurrence \$1,000,000 aggregate
Personal Injury, with Employment Exclusion deleted:	\$1,000,000 aggregate

Comprehensive Automobile Liability (owned, non-owned, hired):

Bodily Injury:	\$100,000 each occurrence \$50,000 each accident
Property Damage:	\$100,000 each occurrence

10. DATA PRACTICES/RECORDS

A. All data created, collected, received, maintained, or disseminated for any purpose in the course of this Contract is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, any other applicable state statute, or any state rules adopted to implement the act, as well as federal regulations on data privacy.

B. All books, records, documents, and accounting procedures and practices of the Consultant and its subconsultants, if any, relative to this Contract are subject to examination by the City.

11. WARRANTY. The Consultant shall exercise the same degrees of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a certified tree inspector under similar circumstances

12. INDEMNITY. The Consultant agrees to indemnify and hold the City harmless from any claim made by third parties as a result of the services performed by it. In addition, the Consultant shall reimburse the City for any cost of reasonable attorney's fees it may incur as a result of any such claims.

13. WAIVER. In the particular event that either party shall at any time or times waive any breach of this Contract by the other, such waiver shall not constitute a waiver of any other or any succeeding breach of this Contract by either party, whether of the same or any other covenant, condition, or obligation.

14. INDEPENDENT CONTRACTOR. The City hereby retains the Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. The Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

15. GOVERNING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

16. SEVERABILITY. If any term or condition of this Contract is found to be or become unenforceable or invalid, it shall not effect the remaining provisions, terms, and conditions of this Contract, unless such invalid or unenforceable provision, term, or condition renders this Contract impossible to perform. Such remaining terms and conditions of the Contract shall continue in full force and effect and shall continue to operate as the parties' entire contract.

17 ENTIRE AGREEMENT. This Contract represents the entire agreement of the parties and is a final, complete, and all inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings, or written or verbal representations made between the parties with respect thereto.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

Andrew Hovland
d/b/a Branch and Bough

AND _____
Bart Fischer, City Administrator

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F4
Attachment	Tree Trimming & Removal Agreement
Submitted By	Bart Fischer, City Administrator

Item	Approve 2015-2016 Tree Trimming and Removal Contractor
Description	<p>Every 2 years, the City of Falcon Heights selects a company to serve as our tree trimming and removal contractor. St. Croix Tree Service, Inc was the selected contractor in 2013-2014. City staff, including the Forester, has been very satisfied with their overall removal and trimming service, performance and competitive prices.</p> <p>Attached is the 2015-2016 Tree Trimming and Removal Agreement with Natures Trees, Inc,/ dba St. Croix.</p>
Budget Impact	Funds have been allocated in the 2015 Budget and are anticipated to be allocated in the 2016 Budget. EAB grant funds have been secured for 2015 for this service.
Attachment(s)	Tree Trimming & Removal Agreement
Action(s) Requested	Staff recommends that the Falcon Heights City Council select Natures Trees, Inc,/ dba St. Croix as the City's tree trimming and removal contractor for 2015-2016 and authorize the Mayor and appropriate staff to execute any related documents.

AGREEMENT FOR TREE TRIMMING & REMOVAL OF TREES AND STUMPS

This Agreement made this 15 day of January, 2015, by and between Nature's Trees, Inc dba St. Croix SavATree, Hereinafter called the "contractor" and the City of Falcon Heights. Witnessed, that the contractor and the City of Falcon Heights for the considerations stated herein mutually agree as follows:

ARTICLE I. Statement of Work - The contractor shall furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and services, and perform and complete all work required for the removal of trees and stumps in an efficient and workmanlike manner all in strict accordance with the contract documents, for removal of trees and stumps.

ARTICLE II. The Contract Price - The City of Falcon Heights will pay the Contractor for performance of the Contract, in current funds, as provided in the Quote Proposal Form.

ARTICLE III. Contract - The executed contract documents shall consist of the following:

- A. This Agreement
- B. Addenda
- C. Invitation for Quotes
- D. Instruction to Quoters
- E. Signed copy of Quote
- F. Technical Specifications

The AGREEMENT, together with the other documents enumerated in this Article III, with said other documents are as fully a part of the Contract as if hereto attached or herein repeated, forms the Contract between the parties hereto. In the event that any provision in any component part, the provision of the Component part first enumerated in this Article III shall govern, except as otherwise specifically stated.

ARTICLE IV. Term - The term of this Agreement shall be from the date hereof until December 31, 2016, unless first terminated in accordance with this agreement.

ARTICLE V. Termination - This Agreement may be terminated by the City, at any time, upon 10 days written notice to the contractor.

ARTICLE VI. Insurance - The Contractor shall provide to the City a copy of insurance coverage combined single limit of a minimum of \$1,000,000.00

ARTICLE VII. Performance and Payment Bond - The Contractor shall provide to the City a copy of their Performance and Payment Bond.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in original copy on the day and year first above written.

Contractor Nature's Trees, Inc dba St. Croix SavATree

By Donald C. Becker

Title Vice President of Operations

Attest _____

Street 550 Bedford Rd.

City, State, and Zip Code Bedford Hills, NY 10507

THE CITY OF FALCON HEIGHTS

City Administrator

Public Works Director

AGREEMENT FOR REMOVAL OF TREES AND STUMPS
Quotation FORM

Article I - Tree Removal and Disposal

- A. Accessible trees \$ 15⁷⁵ Cost per diameter inch
B. Limited/No access \$ 21⁰⁰ Cost per diameter inch

Article II - Tree Trimming Only

- A. Broken Branches \$ 3²⁵ per DBH inch
B. Dead Wood \$ 4³⁵ per DBH inch
C. Full Prune \$ 5⁴⁰ per DBH inch

Article III - Stump Removal

- A. Stump Only 4⁰⁵ per inch diameter of cut face, plus 1/3 diameter of longest root flare(s), if applicable.

Article IV - Storm Damage

- A. Dump site within City 232⁰⁰ per load per hour
B. Dump site outside of City 314⁰⁰ per load per hour

Article V - Brush and Wood pile

- A. Brush Pile, easy access 270⁰⁰ per 20 yard load
B. Brush Pile, difficult access 540⁰⁰ per 20 yard load
C. Wood Pile, easy access 17²⁵ per cubic yard
D. Wood Pile, difficult access 23²⁶ per cubic yard

Signed Donald C. Bedder

Firm Name Nature's Trees, Inc dba St Croix SavATree

Address 550 Bedford Rd.

Bedford Hills, NY 10507

Phone (914) 241-4999

Date 1/15/15



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F5
Attachment	2015 EAB Program-Tree Replacement Contract
Submitted By	Bart Fischer, City Administrator

Item	Approve 2015 EAB Program-Tree Replacement Contract
Description	<p>Over the past several years, the City has been conducting its Emerald Ash Borer (EAB) remediation program. Due to the fact that the EAB was detected within City limits on the U of M campus and at the recommendation of the City Forester, boulevard ash trees have been removed and replaced with a more diverse forest variety. The City has received grant dollars from the DNR for this program.</p> <p>The DNR has informed the City that they would like the EAB program to be completed by the end of June of this year. Due to this, the City will be taking a more aggressive approach to the removal and replacement of boulevard ash. In the past, the City has used the same contractor for removal, trimming and replanting of trees-St. Croix Tree Services. After discussions with the Forester and St. Croix, it was determined that it would be better to have a separate contractor complete the re-planting services. This is mainly due to the volume and timing of the removal and re-plantings.</p> <p>Staff and the Forester are recommending entering into a 2015 Ash Replacement Program-Tree Planting contract with Hoffman & McNamara Co. As a reference, they are the planting contractor for the cities of St. Paul and Minneapolis and their prices are very competitive especially in comparison to what St. Croix has charged in the past.</p>
Budget Impact	EAB grant funds have been secured for 2015 for this service.
Attachment(s)	2015 EAB Program-Tree Replacement Contract
Action(s) Requested	Staff recommends that the Falcon Heights City Council enter into a 2015 Ash Replacement Program-Tree Planting Contract with Hoffman & McNamara Co. and authorize the Mayor and appropriate staff to execute any related documents.

January 15, 2015

Re: 2015 Ash Replacement Program - Tree Planting Contract

The City of Falcon Heights is seeking proposals for tree planting in conjunction with our 2015 Ash Replacement Program. This work will include the replacement of approximately 100-120 trees that will be removed during the winter of 2015. All contractors will be required to obtain a 2015 Falcon Heights Tree Contractors License. Proof of current ISA certification of staff (company owner and supervisors) will also be required. Please include this documentation with your contract paperwork.

Enclosed is a contract. If you are interested in submitting a proposal, please complete the enclosed documents. Please attach a list with availability of species mentioned and itemized material and labor cost per tree installed. Return these documents to the following address by noon on January 21, 2015.

City of Falcon Heights
Attn: Tree Trimming Proposal
2077 Larpenteur Ave.
Falcon Heights, MN 55113

Proposals will be evaluated and a recommendation will be made to the City Council for approval at their January 28, 2015, City Council meeting.

If you have any further questions, please feel free to reach me at:
651-792-7611 or bart.fischer@falconheights.org

Sincerely,

Bart Fischer
City Administrator
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, MN 55113
651-792-7611 (Direct)
651-792-7610 (Fax)
bart.fischer@falconheights.org

AGREEMENT FOR TREE ASH TREE REPLACEMENT PROGRAM

This Agreement made this _____ day of _____, 2015, by and between Hoffman & McNamara Company, Hereinafter called the "contractor" and the City of Falcon Heights. Witnessed, that the contractor and the City of Falcon Heights for the considerations stated herein mutually agree as follows:

ARTICLE I. Statement of Work - The contractor shall furnish all supervision, technical personnel, labor, materials, machinery, tools, equipment and services, and perform and complete all work required for tree planting in an efficient and workmanlike manner all in strict accordance with the contract documents.

ARTICLE II. The Contract Price - The City of Falcon Heights will pay the Contractor for performance of the Contract, in current funds, based on the contractors price list provided.

ARTICLE III. Contract Instructions

- A. Trees planted late spring/early summer 2015. If requested planting stock is in short supply, substitutions shall be submitted to the City for review prior to implementing.
- B. Install 2" caliper boulevard trees following current nursery and industry standards. Approximately 100-120 trees will require installation in predetermined, staked locations throughout the city. See attached species list.
- C. Contractor will provide all plant material and equipment to install. Tree locations shall be marked by city forester and a detailed map and planting list shall be provided to the contractor prior to the commencement of the work.
- D. Trees shall have strong central leader and good branch attachments. Leaves shall be of good color typical of species and of typical size.
- E. Trees shall be planted with the main order root system at the soil surface. Tangential or stem girdling roots shall be removed at the time of planting.
- F. Trees shall be mulched with 2-3" of shredded hardwood mulch or equivalent after planting.
- G. Trees shall be staked and lightly guyed using twine or roping (not wire) if necessary.

- H. Trees shall be provided with initial watering at the time of planting by the contractor.
- I. Disposal of excess soil and planting debris is the responsibility of the contractor.
- J. Trees shall be guaranteed for 1 year from the installation date.
- K. Utility locates shall be determined prior to beginning planting operations. Where utility conflicts exist, the contractor shall hand dig all planting holes. Where no utility conflicts exist, machine dug holes are acceptable.
- L. The tree planting contractor will have a deadline of June 30 to complete the planting. A penalty of \$15 per day per tree can be applied to late work.
- M. Prompt response is expected. All work shall be performed at the quoted price.

The AGREEMENT, together with the other documents enumerated in this Article III, with said other documents are as fully a part of the Contract as if hereto attached or herein repeated, forms the Contract between the parties hereto. In the event that any provision in any component part, the provision of the Component part first enumerated in this Article III shall govern, except as otherwise specifically stated.

ARTICLE IV. Term - The term of this Agreement shall be from the date hereof until December 31, 2015, unless first terminated in accordance with this agreement.

ARTICLE V. Termination - This Agreement may be terminated by the City, at any time, upon 10 days written notice to the contractor.

ARTICLE VI. Insurance - The Contractor shall provide to the City a copy of insurance coverage combined single limit of a minimum of \$1,000,000.00

ARTICLE VII. Performance and Payment Bond - The Contractor shall provide to the City a copy of their Performance and Payment Bond.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in original copy on the day and year first above written.

Contractor Hoffman & McNamara Company

By  Mike McNamara

Title President

Attest Sara Hagen, Administrative Assistant/Bookkeeper

Street 9045 180th St E

City, State, and Zip Code Hastings, MN 55033

THE CITY OF FALCON HEIGHTS

City Administrator

Public Works Director

**Tree Boulevard Tree Replanting in association with Ash Tree Replacement Program
Species List**

Princeton American Elm
Valley Forge American Elm
Accolade Elm
Swamp White Oak
Red Oak
Northern Pin Oak
Espresso Kentucky Coffee Tree
Hackberry
Skyline Honey locust
'Boulevard' American Linden
Spring Snow Crabapple
Japanese Tree Lilac
Korean Sun Ornamental Pear



HOFFMAN & McNAMARA CO
9045 180TH STREET EAST, HASTINGS, MN. 55033
PHONE (651) 437-9463 FAX (651) 437-9050

DATE: 01/21/2015

TO: GENERAL CONTRACTORS

RE: 2015-2016 Tree Planting Contract
City of Falcon Heights, MN

FROM: MIKE McNAMARA @ HOFFMAN & McNAMARA NURSERY AND LANDSCAPE

FURNISH AND INSTALL THE FOLLOWING ITEMS PER NOTES BELOW:

ITEM DESCRIPTION	UNIT	LATE SPRING / SUMMER 2015	LATE SPRING / SUMMER 2016
Princeton American Elm	EA	\$ 356.80	\$ 378.80
Valley Forge American Elm	EA	\$ 356.80	\$ 378.80
Accolade Elm	EA	\$ 356.80	\$ 378.80
Swamp White Oak	EA	\$ 394.80	\$ 418.80
Red Oak	EA	\$ 394.80	\$ 418.80
Northern Pin Oak	EA	\$ 390.80	\$ 414.80
Espresso Kentucky Coffee Tree	EA	\$ 370.80	\$ 393.80
Hackberry	EA	\$ 356.80	\$ 378.80
Skyline Honey locust	EA	\$ 356.80	\$ 378.80
Boulevard American Linden	EA	\$ 334.80	\$ 354.80
Spring Snow Crabapple	EA	\$ 309.80	\$ 328.80
Japanese Tree Lilac	EA	\$ 356.80	\$ 378.80
Korean Sun Ornamental Pear	EA	\$ 393.80	\$ 417.80

PETE HOFFMAN ISA CERTIFIED ARBORIST # MN-4358A

BID INCLUDES TAX.

ADDENDUMS RECEIVED: 0

ANY QUESTIONS PLEASE CALL. THANK YOU FOR THIS OPPORTUNITY TO QUOTE.

MIKE McNAMARA

mike.mcnamara@hoffmanandmcnamara.com

BID # 5023



International
Society
of Arboriculture™
ISA Certified Arborist®

Peter Gary Hoffman

Certificate Number: MN-4358A

Expiration Date: Jun 30, 2016



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	January 28, 2015
Agenda Item	Consent F6
Attachment	Feasibility Report, Resolution 15-02
Submitted By	Kristine Giga, Civil Engineer

Item	Receive Feasibility Report and Order Public Hearing for the 2015 Pavement Management Project
Description	<p>On September 10, 2014, and December 10, 2014, the City Council adopted resolutions #14-16 and #14-24 authorizing the preparation of a feasibility study for the improvements to the streets included in the 2015 Pavement Management Project (PMP). The following streets have been identified to be considered for improvements in 2015:</p> <ul style="list-style-type: none"> • Roselawn Avenue, from Snelling Avenue to Fairview Avenue (shared street with Roseville) • East Snelling Avenue Service Drive, from Roselawn Avenue to Crawford Avenue • West Snelling Avenue Service Drive, from Roselawn Avenue to Larpenteur Avenue (BP gas station) • Garden Avenue, from Snelling Avenue to Hamline Avenue <p>In accordance with City Council direction, a feasibility report has been prepared that details the proposed design, neighborhood impact, and estimated cost of the proposed 2015 PMP. Copies of the completed feasibility report are attached. The next step in the process is for the Council to accept the feasibility report and to schedule a public hearing.</p> <p>A resolution receiving the feasibility report and ordering the public hearing for February 25, 2015, is attached. A portion of the 2015 PMP is proposed to be assessed. The approval of the attached resolution is required for the Minnesota Chapter 429 Assessment Process.</p>
Budget Impact	<p>This project has the following financial implications for the city and property owners along the streets being considered for maintenance:</p> <ul style="list-style-type: none"> • Assessments levied in accordance with the City’s assessment policy. • Use of Municipal State Aid (MSA) and street infrastructure funds to pay the City’s portion of the project. • Expenditure of utility fund dollars to pay for repairs needed to the existing utility system.
Attachment(s)	Feasibility Report; Resolution 15-02
Action(s) Requested	Receive Feasibility Report and Order Public Hearing for the 2015 Pavement Management Project



CITY OF
FALCON HEIGHTS

2077 W. LARPELLEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (651) 792-7600 FAX (651) 792-7610

Feasibility Report

2015 Pavement Management Program Project FH-15-07

Roselawn Avenue, from Snelling Avenue to Fairview Avenue (shared street with Roseville)

East Snelling Avenue Service Drive, from Roselawn Avenue to Crawford Avenue

West Snelling Avenue Service Drive, from Roselawn Avenue to Larpenteur Avenue (BP gas station)

Garden Avenue, from Snelling Avenue to Hamline Avenue

Prepared by: Kristine Giga
Civil Engineer
City of Falcon Heights

I hereby certify that this feasibility report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the State of Minnesota.

Kristine Giga

, P.E.

Registration No. 43081

**2015 PAVEMENT MANAGEMENT PROJECT
FEASIBILITY REPORT
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CITY OF
FALCON HEIGHTS

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January 28, 2015

Honorable City Council
City of Falcon Heights
2077 W. Larpenteur Avenue
Falcon Heights, Minnesota 55113-5594
RE: 2015 Pavement Management Project

Dear Mayor and City Council Members:

At the council meeting on September 10, 2014 and December 10, 2014, the City Council authorized the preparation of a feasibility study for the improvements to the streets included in the 2015 Pavement Management Project. This study considers proposed improvements to the following streets:

- Roselawn Avenue, from Snelling Avenue to Fairview Avenue (shared street with Roseville)
- East Snelling Avenue Service Drive, from Roselawn Avenue to Crawford Avenue
- West Snelling Avenue Service Drive, from Roselawn Avenue to Larpenteur Avenue (BP gas station)
- Garden Avenue, from Snelling Avenue to Hamline Avenue

As a part of the study for this area, the various public utilities have been analyzed regarding their capacity and structural integrity. Necessary utility improvements have then been recommended where appropriate.

In accordance with the City Council request, this study has been completed. It is my recommendation that the projects as proposed in this study are feasible.

Sincerely,

Kristine Giga, P. E.
Civil Engineer

INTRODUCTION

On September 10, 2014, and December 10, 2014, the City Council adopted resolutions #14-16 and #14-24 authorizing the preparation of a feasibility study for the improvements to the streets included in the 2015 Pavement Management Project.

This report consists of a detailed investigation of the streets proposed for improvements, listed below. A map showing the street locations can be found in Appendix A:

- Roselawn Avenue, from Snelling Avenue to Fairview Avenue (shared street with Roseville)
- East Snelling Avenue Service Drive, from Roselawn Avenue to Crawford Avenue
- West Snelling Avenue Service Drive, from Roselawn Avenue to Larpenteur Avenue (BP gas station)
- Garden Avenue, from Snelling Avenue to Hamline Avenue

The proposed project involves street reclamation, mill and overlay, spot curb replacement and any necessary utility repairs. As has been discussed during development of the CIP, the City Council has expressed the desire to complete maintenance on City streets that, if neglected for too long, would need to be reconstructed. The proposed 2015 PMP achieves this, while also maintaining a neighborhood approach. The neighborhood approach minimizes the inconveniences residents experience due to construction.

The proposed project also includes improvements to the pathway on Roselawn Avenue using the reclamation process.

Utility improvements for the project include the repair of selected sanitary manholes, storm sewer manholes and catch basins. The watermain system is owned and operated by St. Paul Regional Water Services, who have not identified any needed improvements at this time.

The total project cost is estimated to be \$1,100,968, which includes contingencies and overhead costs. Funding for the project will be provided through assessments from the benefitting properties, sanitary sewer utility funds, surface water management utility funds, street infrastructure funds, and Municipal State Aid (MSA) funds.

It is expected that if these improvements are approved, the work will be completed during the 2015 construction season. The project was initiated by council/staff as part of the City's Pavement Management Program. As outlined by state law, projects initiated by council/staff require a 4/5 vote by the City Council for approval.

PUBLIC INVOLVEMENT

An informational meeting was held on December 16, 2014, for residents who live within the proposed 2015 PMP project. The meeting lasted approximately two hours. Meeting notices were sent out about two weeks in advance to the adjacent 74 property owners. Approximately 14 people attended, representing 11 properties. The meeting was an open house format, where staff was available to discuss the City's Pavement Management Program, the roadways being proposed for improvement, and the City's Assessment Policy. Most of the questions City staff received pertained to the timing and necessity of the improvements, the scope of the project, the proposed project schedule, and traffic volumes.

On January 8, 2015, City staff also met with the Falcon Heights United Church of Christ to discuss the project and the church's preliminary assessment. Most of the questions were similar to those at the open house, and pertained to the timing and necessity of the improvements, the scope of the project, the proposed project schedule, and the assessment policy as it relates to tax-exempt parcels.

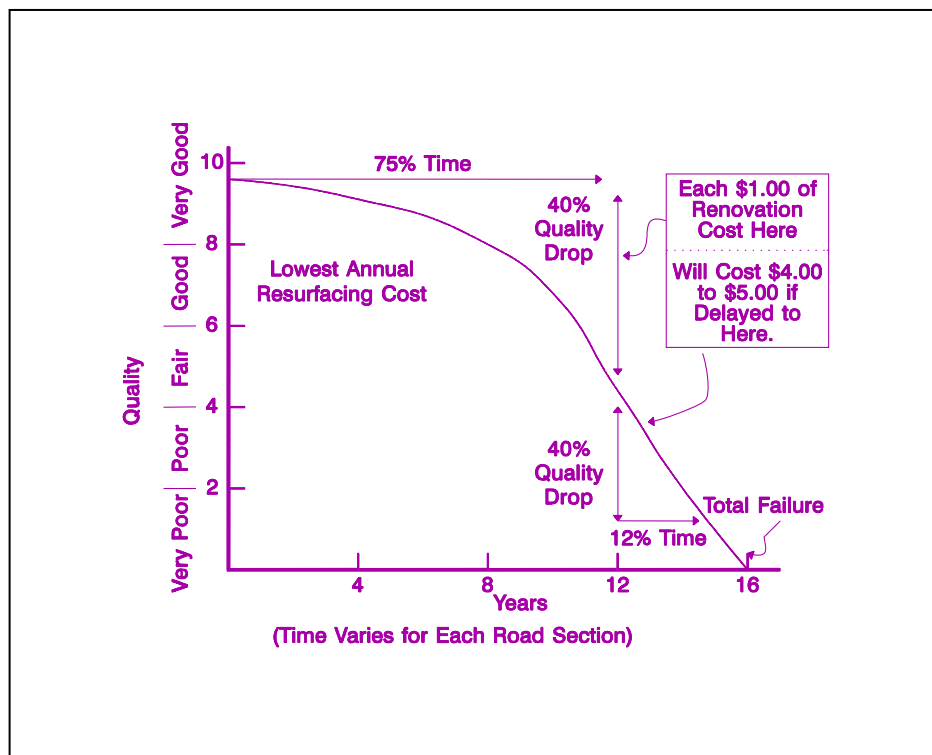
Residents will also have an opportunity to provide comment at the public hearing, scheduled for February 25, 2015.

EXISTING CONDITIONS

General Comments

Falcon Heights' pavement management system utilizes a pavement condition index (PCI) rating of 0 to 100. This rating is based on surficial pavement observations. Street condition ratings are divided into three categories: "adequate" (66 to 100), "marginal" (36 to 65) and "problem" (0 to 35). Generally, the indices correspond to a level of most cost effective improvement as follows: problem = pavement reconstruction; marginal = asphalt overlay; and adequate = sealcoat and/or crack sealing. This rating system assists in prioritizing roadway improvements and projecting costs for use in the City's pavement management and capital improvements plan.

Studies conducted by a number of agencies indicate that as pavement conditions decrease, the cost for the appropriate method of repair can quadruple. A graph of a typical case taken from the American Public Works Association, The Hole Story, is shown in the following figure.



The 2013 street ratings, compiled by GoodPointe Technology, are listed in the table below, as well as the previous ratings from 2010. Using GoodPointe Technology's pavement management software, ratings can be projected based on the observed street condition and anticipated deterioration of the road. These estimated 2015 Pavement Condition Index (PCI) values have also been listed.

Street	2010 Rating	2013 Rating	Est. 2015 Rating	2015 Category
Roselawn Avenue, from Snelling Avenue to Fairview Avenue	75		62	Marginal
East Snelling Avenue Service Drive, from Crawford Avenue to Garden Avenue	69	56	48	Marginal
East Snelling Avenue Service Drive, from Garden Avenue to Ruggles Street	67	63	55	Marginal
East Snelling Avenue Service Drive, from Ruggles Street to Roselawn Avenue	79	79	73	Adequate
West Snelling Avenue Service Drive, from Larpenteur Avenue (BP gas station) to Garden Avenue	72	52	44	Marginal
West Snelling Avenue Service Drive, from Garden Avenue to Roselawn Avenue	74	39	30	Marginal/ Problem
Garden Avenue, from Snelling Avenue to Asbury Street	72	64	57	Marginal
Garden Avenue, from Asbury Street to Arona Street	73	17	10	Problem
Garden Avenue, from Arona Street to Simpson Street	68	23	12	Problem
Garden Avenue, from Simpson Street to Pascal Street	67	33	23	Problem
Garden Avenue, from Pascal Street to Holton Street	43	7	5	Problem
Garden Avenue, from Holton Street to Albert Street	69	18	10	Problem
Garden Avenue, from Albert Street to Hamline Avenue	75	70	63	Adequate/ Marginal

Actual levels of street improvements are determined by obtaining soil borings and a comprehensive geotechnical evaluation report. Soil borings have been obtained and are included in the appendix of this report. City staff has reviewed the soil boring results and have verified that the recommended improvements as described are appropriate.

The project areas include single family, town homes, commercial and tax-exempt properties. The neighborhoods are fully developed. All of the streets are delineated with concrete curb and gutter. Roselawn Avenue has an existing bituminous trail on the south side of the street. There are no publicly owned concrete sidewalks in the project area.

Special Considerations

A. Street Design

The streets within the proposed project vary from 28 feet to 42 feet in width. The right of way width for the streets vary; Garden Avenue falls within a 60-foot right-of-way, Roselawn Avenue right-of-way varies from 63 to 76 feet, and the East and West Snelling Service Drives vary from 33 to 49.5 feet.

1. *Roselawn Avenue (Fairview Avenue to Snelling Avenue)*

In 1991, following direction from the Minnesota Legislature, Ramsey County completed a study that reviewed the jurisdiction of all roadways within Ramsey County. Upon completion of this study, Ramsey County began a program whereby a number of roadways switched jurisdiction between State, County and local municipalities. In 2004, Roselawn

Avenue changed jurisdiction from Ramsey County to the City of Roseville and the City of Falcon Heights, as this street falls on the border of the two cities.

When the roadway was under the jurisdiction of Ramsey County, it consistently ranked low among their priorities since the traffic volume is relatively small when compared to other County roads. The average annual daily traffic (AADT) for this segment is 3,050 vehicles per day (2013 counts.) For many years, this roadway only received minor maintenance.

Roselawn Avenue is a 36-foot wide collector street, which widens to 48 feet at both Snelling and Fairview. Residential properties are located on the north (Roseville) side of the street. The University of Minnesota Agricultural fields and one residential property abut the south (Falcon Heights) side of the street.

Parking is allowed on the north side of the street; parking is restricted on the south side of the street.

The pavements show signs of distress, such as transverse and longitudinal cracking, block cracking, and some potholes. This segment of Roselawn Avenue was overlaid in 2000 by Ramsey County. Additional maintenance that has occurred includes patching, crack sealing and seal coating. The current average Pavement Condition Index for this roadway is 62; this rating is considered marginal and is recommended for rehabilitation.

2. *East Snelling Service Drive (Crawford Avenue to Roselawn Avenue) and West Snelling Service Drive (Larpenteur Avenue-BP Gas Station to Roselawn Avenue)*

The streets were originally constructed by Mn/DOT in the mid-1980s as the Snelling Avenue Frontage Roads, and were turned back to the City in 1993. They serve as service drives, providing access to Trunk Highway 51/Snelling Avenue, as well as homes fronting the roads. Since these roads were built by Mn/DOT as frontage roads, the pavement is designed for higher traffic volumes and heavier vehicles. The existing pavement thickness varies from 9 to 10 inches.

The West Snelling Service Drive is 28-feet wide. Parking is restricted on both sides of the street on the West Snelling Service Drive.

The East Snelling Service Drive is 28-feet wide. Parking is allowed on the east side of the East Snelling Service Drive, except for during the State Fair, when no parking is allowed.

The pavements show signs of distress, such as transverse cracking, and pavement delamination, which leads to potholes. There is evidence of previous and ongoing maintenance, including patching, crack sealing and seal coating. The current average Pavement Condition Index for this roadway is 50; this rating is considered marginal and is recommended for rehabilitation.

3. *Garden Avenue (Snelling Avenue to Hamline Avenue)*

Garden Avenue was originally reconstructed in two phases. The first phase of construction occurred in the 1980s, when Garden Avenue was constructed from Snelling Avenue to 100 feet east of the intersection of Holton Street. The second phase, from 100 feet east of Holton Street to Hamline Avenue, was constructed in 1999.

Garden is 36 feet wide from Snelling Avenue to 100 feet east of Holton Street. East of this point, Garden begins to widen, and from Albert to Hamline, the street width is 42 feet.

Garden is classified as a local street, with an AADT of 700 vehicles per day from Snelling to Albert, and 1,100 vehicles per day from Albert to Hamline.

The table below lists the parking restrictions on Garden Avenue:

Garden Avenue segment	North side	South side
Snelling Ave to Pascal St	Parking is allowed	No parking during State Fair
Pascal St to Holton St	No parking or stopping 8 am to 5 pm on weekdays	No parking this side of street
Holton St to Albert St	No parking any time	No parking or stopping 8 am to 5 pm on weekdays
Albert St to Hamline Ave	Parking is allowed east of the crosswalk	Parking is allowed

The pavement on Garden Avenue shows signs of distress, such as transverse and longitudinal cracking, moderate to severe alligator cracking and areas of settlement. Previous maintenance includes patching, crack sealing and seal coating. While some segments of Garden have fewer deficiencies than others, the average PCI for the entire street is 26. This rating is considered problem and is recommended for rehabilitation.

B. Pathway

1. *Roselawn Avenue*

There is an existing 8-foot wide bituminous trail located on the south side of Roselawn. This pathway was constructed in the early 1980s. The pavement surface shows signs of severe oxidation, as can be seen by the exposed pavement aggregates. Cracking is visible along the entire path, with vegetation growing in the more severe cracks. The pavement has served its useful life and is recommended for rehabilitation.

2. *Garden Avenue*

Currently there is no sidewalk along Garden Avenue. This street is used by students walking to Falcon Heights Elementary School. Parents of students have expressed an interest in safer pedestrian facilities along Garden Avenue. Potential improvements are discussed later in this report.

C. Utility Conditions

City utilities located within the project limits include storm sewer, water, and sanitary sewer. A summary of the City's utilities are listed below. Private utilities include gas, electric, cable television, and telephone.

1. *Water System*

St. Paul Water Utility maintains the water system in Falcon Heights. They have not identified any needed improvements within the project area at this time.

2. *Sanitary Sewer System*

The existing conditions for the sanitary sewer system were obtained from City as-built drawings and televised recordings, which are a part of the City's routine maintenance practices. City staff also inspected all sanitary sewer manholes within the project limits to

determine if maintenance should be performed in conjunction with the street improvement project. The recommended manhole and pipe maintenance is discussed later in this report.

The following is a table of the existing sanitary sewer with information on pipe size, pipe material, and any problems noted from the televising. The sanitary sewer was constructed in the late 1950's.

Street	Pipe Size, Material, Comments
Roselawn Avenue, from Snelling Avenue to Fairview Avenue	No pipe along Roselawn
East Snelling Avenue Service Drive, from Crawford Avenue to Garden Avenue	8" clay
East Snelling Avenue Service Drive, from Garden Avenue to Ruggles Street	8" clay
East Snelling Avenue Service Drive, from Ruggles Street to Roselawn Avenue	8" clay
West Snelling Avenue Service Drive, from Larpenteur Avenue (BP gas station) to Garden Avenue	8" clay and concrete
West Snelling Avenue Service Drive, from Garden Avenue to Roselawn Avenue	8" clay and PVC (plastic)
Garden Avenue, from Snelling Avenue to Pascal Street	No pipe along this segment
Garden Avenue, from Pascal Street to Holton Street	8" clay
Garden Avenue, from Holton Street to Albert Street	8" clay
Garden Avenue, from Albert Street to Hamline Avenue	8" clay

3. *Storm Sewer System/ Drainage*

The storm sewer systems within the project area are located in two watershed districts. Roselawn Avenue and the Snelling Avenue Service Drives are a part of the Rice Creek Watershed District (RCWD.) Garden Avenue falls within the Capitol Region Watershed District (CRWD.)

Most street drainage is overland with some storm sewer conveyance. Generally, drainage is channeled along the edges of the streets and relies on the curb and gutter to keep the drainage impounded. Some of the streets have concrete valley gutters through intersections to aid the flow of storm water.

The existing storm sewer is generally in adequate condition. Some of the existing structures are old, block constructed structures that have deteriorated and reached the end of their useful life. There are also areas within the project that have poor drainage due to inadequate crown on the street. These streets are relatively flat; any changes in pavement elevation, such as settlements, potholes, etc., from freeze-thaw cycles have also inhibited proper drainage on the streets.

Roselawn Avenue has a history of flooding during heavier rain events. Temporary street flooding at locations along the entire segment of the roadway, but particularly at the low

points near the intersection of Mid Oaks Lane and at the east end, approaching Snelling Avenue. The existing catch basins are old, “low-profile” structures, which do not have a typical catch basin grate allowing water to flow into the structure. The inlet capacity for these structures is restricted to a horizontal opening, which requires water to turn into the inlet, versus falling through a typical surface mounted grate. The low profiles structures also have approximately 4 times less inlet capacity than a new typical catch basin grate.

Upgrades to the existing drainage system are recommended for properly managing storm drainage from the roadway. The recommended storm drainage system improvements are discussed later in this report.

PROPOSED CONSTRUCTION

General Comments

Staff evaluated all of the streets listed in this report and compared visual observations to the projected 2015 PCI values calculated by the GoodPointe software. The estimated 2015 PCI values are in line with what staff observed in the field. Some of the values may appear to be artificially low, however, the types and frequency of the distresses can be seen in the segments, which validate the general condition of the street (marginal or problem.)

Roselawn Avenue and Garden Avenue are designated on the City's Municipal State Aid System (MSAS.) If MSA dollars are to be used, these roadways must be maintained in accordance with MSA roadway standards. Falcon Heights is considered a certified complete city, which means all designated MSA roads within the City have been constructed to meet MSA standards. This means that the City is allowed to use MSA funding on all city streets, whether or not they are designated as MSA roads.

Typically, designated State Aid streets that are rehabilitated must meet a 9-ton design. However, streets with average daily traffic volumes less than 5,000 vehicles per day may be built to meet a 7-ton design. The average daily traffic on Roselawn and Garden is 3,050 and 700-1,100 vehicles per day, respectively.

All of the improved roadways will maintain their existing widths. By preserving the existing curb lines along the roadways, the new vertical alignments will match the in-place alignments. The streets have segments of curb and gutter which have sunk, are deteriorated or have been damaged; spot curb replacement is proposed as needed on each of the streets. Necessary corrections to the roadway subgrade will be made in areas exhibiting more severe signs of distress or if poor soils are discovered prior to placing the bituminous pavement. Recommended pavement designs for each street are discussed in the following sections.

No changes to parking are proposed on Roselawn Avenue or on either of the Snelling Avenue Service Drives. Proposed parking restrictions on Garden Avenue are discussed in the following sections of this report.

During construction, staff will work with any property owners who wish to make driveway improvements outside of the areas necessary for the street project. The cost of any private driveway improvements is the property owner's responsibility.

If driveways are impacted for spot curb removal or more extensive pavement/subgrade corrections, the removed portion of the driveway will be replaced in-kind with asphalt or concrete. Any sod that is damaged as a result of the project will be replaced.

Special Considerations

All items in this section of the report have been presented and discussed with the residents during the public involvement process.

A. Street Improvements

1. *Roselawn Avenue (Fairview Avenue to Snelling Avenue)*

Based on the existing conditions as previously outlined and as shown in the soil borings, City staff recommends that Roselawn Avenue be improved with a bituminous reclamation. Bituminous reclamation (or reclaim) involves grinding the existing asphalt surface and underlying aggregate base together, which creates a new uniform roadway base material. Some

of the reclaimed material is then removed in order to meet the existing curb and gutter grades. The new base will be graded and compacted in preparation for 4-inches of new bituminous pavement. This recommended improvement will meet the City's and State Aid's minimum standards for reconditioning this roadway.

2. *East Snelling Service Drive (Crawford Avenue to Roselawn Avenue) and West Snelling Service Drive (Larpenteur Avenue-BP Gas Station to Roselawn Avenue)*

Due to the depth of the existing asphalt on the Snelling Avenue Service Drives, staff recommends that these segments be milled and overlaid. The top 2.5 inches of the existing pavement will be milled off. Any deficiencies noted in the pavement below will be corrected, any larger cracks are routed and sealed, and then 3 inches of new bituminous pavement will be paved over the underlying existing pavement section.

3. *Garden Avenue (Snelling Avenue to Hamline Avenue)*

Based on the existing conditions as previously outlined and as shown in the soil borings, City staff recommends that Garden Avenue be improved with a bituminous reclamation. Bituminous reclamation (or reclaim) involves grinding the existing asphalt surface and underlying aggregate base together, which creates a new uniform roadway base material. Some of the reclaimed material is then removed in order to meet the existing curb and gutter grades. If any unsuitable material is encountered during construction, it will be removed and replaced with reclaimed material. The new base will be graded and compacted in preparation for 4-inches of new bituminous pavement. This recommended improvement will meet the City's and State Aid's minimum standards for reconditioning this roadway.

Garden Avenue is 36 feet wide from Snelling to Holton, and currently allows parking on both sides of the street. State Aid standards require a minimum street width of 38 feet for parking to be allowed on both sides. As a result, staff is recommending changes to parking restrictions to meet the State Aid standards. Staff is recommending an 8-foot wide parking lane on the south side of the street, two 11-foot wide drive lanes, and a 6-foot shoulder on the north side of the street. The north side of the street would be posted no parking any time. Recommended parking changes from the existing condition are shown in italics in the table below. These changes will also facilitate a walking lane, which will be discussed in the next section of the report. This change in parking would need to be formalized and adopted by City Council resolution.

No change in parking or lane configuration is proposed from Holton to Hamline. The wider street width allows for parking on both sides of the street.

<u>Garden Avenue segment</u>	<u>North side</u>	<u>South side</u>
Snelling Ave to Pascal St	<i>No parking any time</i>	No parking during State Fair
Pascal St to Holton St	<i>No parking any time</i>	No parking this side of street
Holton St to Albert St	No parking any time	No parking or stopping 8 am to 5 pm on weekdays
Albert St to Hamline Ave	Parking is allowed east of the crosswalk	Parking is allowed

B. Pathway

1. *Roselawn Avenue*

The recommended improvement to the Roselawn pathway is to reclaim the existing pavement. No major grade changes are proposed; minor grading will occur to ensure positive drainage on the pathway. The pathway will be repaved with 2.5 inches of new pavement.

2. *Garden Avenue*

The construction of a sidewalk on Garden Avenue was discussed in 2007, when the city considered applying for a Safe Routes to School Grant. This project did not move forward, due to negative resident feedback, as well as right-of-way needs and significant impacts to driveways.

Staff's proposal to restrict parking on the north side of Garden Avenue from Snelling to Holton would provide a 6-foot wide shoulder that could be utilized by bicyclists and pedestrians. During final design, staff will investigate striping that would better delineate the shoulder and be more noticeable to drivers. Since Garden Avenue is a designated MSA street, any proposed striping plan would need to be approved by State Aid.

C. Utility Improvements

Existing manholes, gate valves, and other similar structures will be adjusted and repaired as necessary as part of this project. The cost of underground utility improvements will be excluded from the assessable portion of the project and financed by the appropriate utility funds.

City staff will coordinate with private utility owners such as gas, electric, cable television, and telephone throughout the construction project.

1. *Water System*

City staff has contacted St. Paul Water Utility (SPWU) regarding the proposed 2015 project area. Initial comments from SPWU indicate that the existing watermain within the project area does not have a history of watermain breaks, and no improvements are scheduled. If any needed improvements or repairs are identified during final design, City staff will work with SPWU to incorporate the needed maintenance into the plans and specifications.

2. *Sanitary Sewer System*

The recommended sanitary sewer system improvements are relatively minor and include maintenance on all manholes. Manhole castings will be replaced with new, standard sized castings with concealed pick holes and chimney seals to reduce the potential for inflow and infiltration.

All of the pipe segments within the project have been televised and inspected. The pipe within the project area is in sufficient operating condition, however, staff is currently in the process of obtaining bids for a sanitary sewer main lining project. The clay pipe is over 50 years old, and is susceptible to root intrusion and cracking, which can cause infiltration. Cured-in-place pipe lining is effective at eliminating infiltration and provides the structural integrity of a new pipe. Lining is also a trenchless technology, which minimizes the need for excavation and major disruption to the project area.

3. *Storm Sewer System and Water Quality*

Public Works has identified several catch basins in need of replacement. The structures have deteriorated to a point where it is more cost effective to replace the structure than it is to repair the existing structure. On Roselawn Avenue, the existing catch basins also lack inlet capacity. The new structures that will be installed will have grates that will allow more water to flow into the structure more quickly. Temporary street flooding will still occur in larger rain events, but the flooding will subside more quickly with the improved inlet capacity.

Areas identified with poor drainage will be analyzed in more detail during final design. Specific locations identified during the field survey were at intersections with existing concrete valley gutters, which are intended to guide runoff along the gutter line through the intersection to reach the intended catch basin. However, since the pavement has heaved or sunk around the concrete, the valley gutters are ineffective. These will be removed and replaced as needed, in conjunction with additional improvements. Potential improvements to these areas include extending storm sewer and installing new catch basins, or modifying the street grade to improve the drainage flow towards existing catch basins.

Because the proposed project is considered rehabilitation, and not reconstruction, the project is exempt from watershed requirements for water quality, and permits should not be required, other than for erosion control.

a. *Erosion Control*

As part of the project plans and specifications, staff is required to prepare a storm water pollution prevention plan (SWPPP) for the purposes of enforcing erosion and sediment control rules. The SWPPP will include erosion and sediment control methods that will be implemented throughout the project. Silt fence, bio-rolls, erosion control blanket, and other best management practices will be utilized where direct runoff might occur. Inlet protection will be used to protect both the existing and new catch basins during construction. Street sweeping will occur, as needed, on all paved street surfaces throughout the project, including intersecting streets. Exposed soils and aggregate material will be watered as needed as a dust-control measure. An erosion and sediment control plan sheet and storm water pollution prevention plan will be created during the design phase of this project. Immediate turf establishment in areas of soil disturbance will be required such as placing seed and erosion control blanket. After street and utility work is completed, sod will be placed as the permanent turf establishment in all disturbed areas. The City, in coordination with the watershed district, will closely monitor all erosion and sediment control measures throughout the construction process. The selected contractor will be required to install all preventative measures and maintain them as required by the City, CRWD, MPCA, and other regulatory agencies.

D. Permits

Permits may be required from the following agencies for the proposed project:

Agency	Required Permit
Minnesota Pollution Control Agency (MPCA)	NPDES Erosion & Storm water
Rice Creek Watershed District (RCWD)	Storm water/Erosion control
Capitol Region Watershed District (CRWD)	Storm water/Erosion control
Minnesota Department of Transportation (Mn/DOT)	Right-of-way Permit
Ramsey County	Right-of-way Permit

During final design for the project, City staff will confirm and coordinate with each of the agencies as needed to ensure all requirements are met.

ESTIMATED COSTS AND PROPOSED FUNDING

Proposed project costs for the 2015 PMP Improvement Project (including bituminous streets, storm sewer, sanitary sewer, and restoration) are summarized below. The cost estimate is based on recent construction projects of similar character and assumes that the proposed improvements would begin in 2015. Actual costs will be determined through competitive bids following final design for the project. Therefore the actual costs will be dependent upon the market conditions that exist at the time of the bidding.

	Estimated Cost*	MSA	Street Infrastructure Funds	Assessments	Sanitary Sewer Fund	Storm Sewer Fund
Street Improvements**	\$911,834.67	\$150,000.00	\$328,470.81	\$433,363.86	\$0	\$0
Pathway Improvements	\$96,976.48	\$0	\$96,976.48	\$0	\$0	\$0
Storm Sewer Improvements**	\$88,605.97	\$0	\$0	\$0	\$0	\$88,605.97
Sanitary Sewer Improvements	\$3,550.37	\$0	\$0	\$0	\$3,550.37	\$0
Total	\$ 1,100,967.49	\$150,000.00	\$425,447.29	\$433,363.86	\$3,550.37	\$88,605.97

*Includes 17% Engineering

**Costs for Roselawn are factored at 50% of the total estimated cost of construction; Roseville will pay the other 50%

The proposed project is eligible for assessments according to the City of Falcon Heights Assessment Policy. Per City Policy, a portion of the street improvements will be assessed to the benefitting properties. Along with assessments, street costs will be financed through the Street Infrastructure Fund and Municipal State Aid. Typically, only roads that have been added to the City's Municipal State Aid system (MSA) are eligible for funding through the City's portion of state gas tax revenues. However, the City of Falcon Heights has a Certified Municipal State Aid Street system. As a result, the City can use MSA funds to pay for the City's portion of the project costs.

Pathway improvements can be assessed per the Assessment Policy. However, given that the Roselawn pathway is an existing facility, staff recommends not assessing property owners. This would be consistent with past practice; the City has not assessed for sidewalk replacement in the Northome neighborhood.

Utility improvements will be funded from the appropriate infrastructure fund, and are not assessable.

Assessments will be levied to the benefitting properties as outlined in Minnesota State Statute Chapter 429 and the City's Assessment Policy, which is summarized below. The assessed amount is levied on a front footage basis.

Assuming this project is completed by fall 2015, the final assessment amount would be determined following an assessment hearing in the fall of 2015 and a thorough review of the proposed assessments by the Council.

The following City of Falcon Heights assessment policies are being followed:

- Corner lots assessed 100% long, 0% short side
- If the property being assessed is a non-single family residential parcel, both sides will be assessed.
- Questwood Townhomes access their private street off of the West Snelling Service Drive. The frontage on the service drive that is owned by the townhome association is being divided by the number of townhomes within the association. Each unit is proposed to be assessed an equivalent amount.
- Mill & Overlay and Reclaim Assessment Rates:
 - Residential - 40% of project cost
 - Commercial and Multi-Unit Residential - 60% of project cost
 - Tax-exempt- 100% of project cost

The following deviations/differences from the City of Falcon Heights assessment policies are being recommended:

- The three longest long-sides in the City are located within the proposed project: 227.08 feet on Roselawn Avenue and 295.40 feet on Garden Avenue. Staff recommends the footage for these parcels be adjusted to the longest front footage on the project, which is 176 feet on the West Snelling Service Drive.
- The University of Minnesota owned properties on Roselawn are tax-exempt parcels, and have been included in the preliminary assessment roll as such. The University, however, has provided the City with statutory information that indicates University property is not subject to assessments. The University Real Estate division has indicated that they are willing to consider a payment in lieu of assessment. Staff expects that if a payment is offered, it may not be the full amount that a typical tax-exempt parcel would pay in assessments. This may result in a higher City cost, which could be offset by using additional State Aid funds. Staff is continuing conversations with the University and will update the City Council as information becomes available.
- All frontage along both sides of Snelling Avenue Service Drives were used to determine the per foot assessment rate for the mill and overlay. Mn/DOT is not subject to assessments for the frontage along Trunk Highway 51/Snelling Avenue. State Aid funds can be used to offset this additional City cost.

The tables below list the breakdown of costs for the reclaim streets (Garden Avenue and Roselawn Avenue), and mill and overlay streets (East and West Snelling Service Drives,) along with the frontage and per foot rates based on percentage. A preliminary assessment roll is included at the end of this report.

Assessment Summary- Reclaim	
Estimated total reclaim construction cost	\$562,515.60
Total Frontage	6,821.51 ft
Total Assessable Frontage	6,217.47 ft
Preliminary assessment rate:	
100% of project cost/ foot	\$82.46
60% of project cost/ foot	\$49.48
40% of project cost/ foot	\$32.98

Assessment Summary- Mill and Overlay	
Estimated total mill and overlay construction cost	\$341,263.65
Total Frontage	9,096.92 ft
Total Assessable Frontage	3,839.52 ft
Preliminary assessment rate:	
60% of project cost/ foot	\$22.51
40% of project cost/ foot	\$15.01

PROPOSED PROJECT SCHEDULE

If the City Council approves the project for construction the following is the recommended schedule for this project.

City Council Receives Feasibility Report and Orders the Public Improvement Hearing	January 28, 2015
Conduct Public Improvement Hearing and Order Preparation of Plans and Specifications	February 25, 2015
City Council Approves Plans and Specifications and Orders Ad for Bids	March 2015
Anticipated Bid Opening	April 2015
City Council Accepts Bids and Awards the Construction Contract	April 2015
Begin Construction	May 2015
Complete Construction	August 2015
City Council Conducts the Assessment Hearing	September 2015

CONCLUSIONS & RECOMMENDATIONS

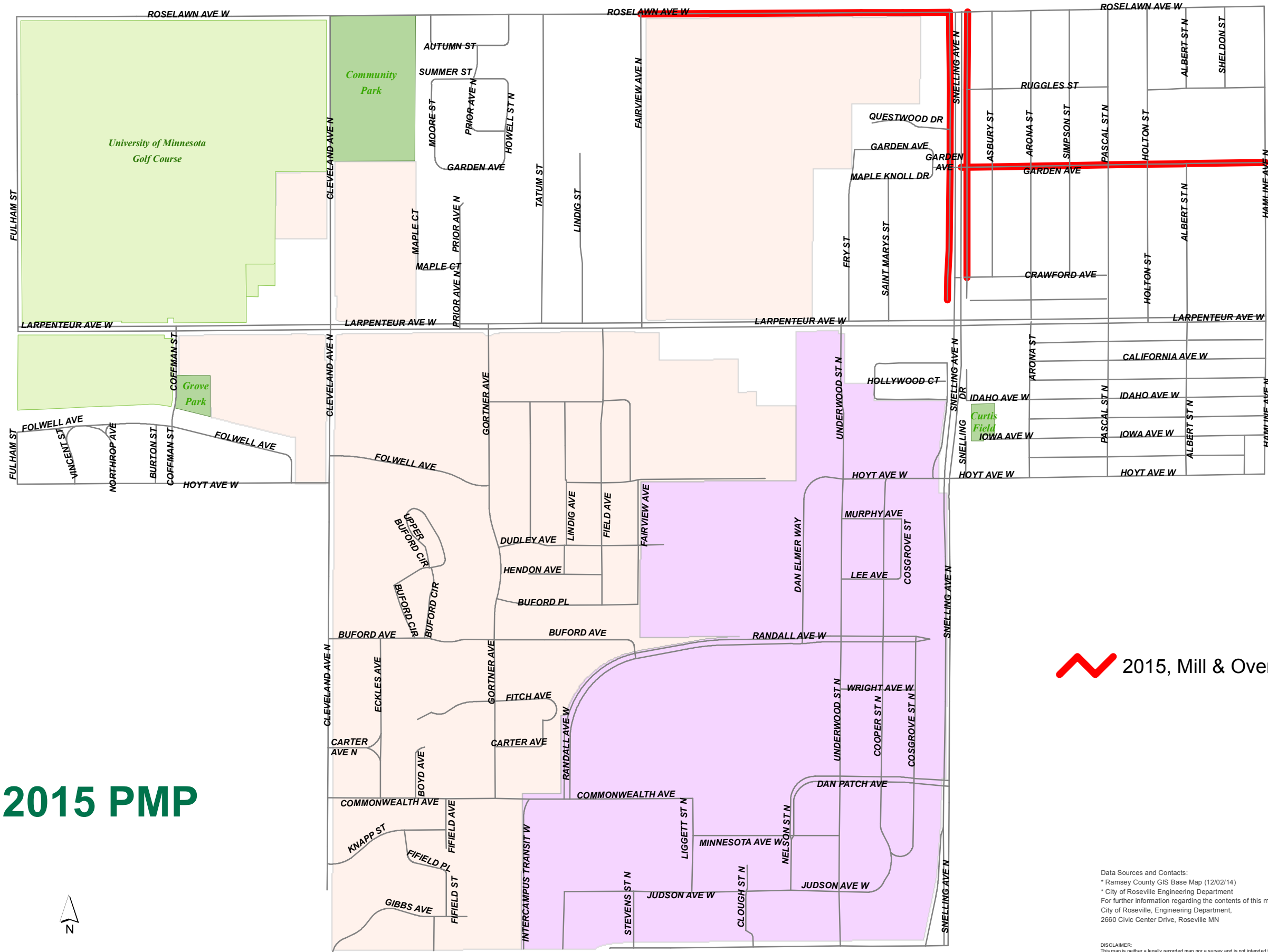
- A. All portions of the project proposed are feasible.
- B. Estimated project cost- \$1,100,968


(cost includes 17% engineering)

The following is a summary of the recommendations discussed in this report.

- A. Construct the project in 2015.
- B. Construct the project as proposed in this report, with the following recommendations for Garden Avenue:
 - 1. Reconfigure Garden Avenue, from Snelling Avenue to Holton Street, to two 11-foot wide drive lanes, and 8-foot parking lane and a 6-foot wide shoulder to be designated as a bike/pedestrian lane. Restrict parking on the north side of the street from Snelling to Holton.
- C. Reconstruct the existing bituminous pathway on Roselawn Avenue.
- D. Construct storm sewer improvements as described to address drainage concerns within the project limits.
- E. Fund the street construction with Municipal State Aid, street infrastructure funds, utility funds, and assessments as detailed in this report.
- F. Schedule a public hearing on Wednesday, February 25, 2015.

Exhibit A: Location Map



 2015, Mill & Overlay

Data Sources and Contacts:
 * Ramsey County GIS Base Map (12/02/14)
 * City of Roseville Engineering Department
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Proposed 2015 PMP FH 15-07

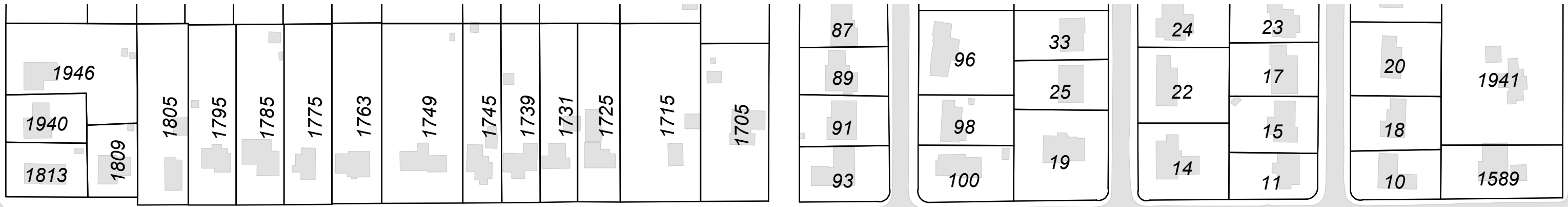


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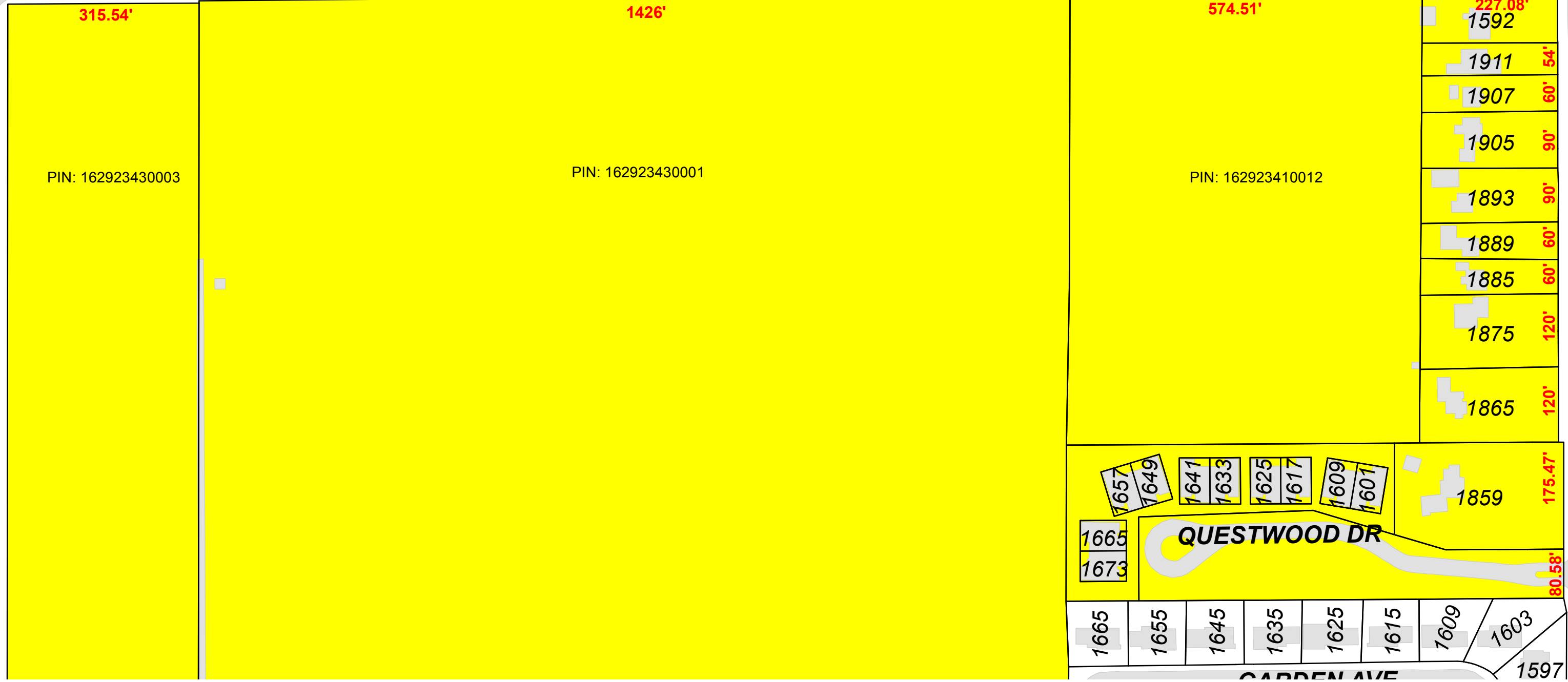
mapdoc: 2015PMP.mxd
 map: 2015PMP.pdf

Prepared by:
 City of Roseville Engineering Department
 December 8, 2014

Exhibit B: Assessment Parcels



FAIRVIEW AVE N **ROSELAWN AVE W** **ROSELAWN AVE W** **ROSELAWN AVE W** **SNELLING AVE N**



Proposed 2015 PMP Assessments- Garden Ave

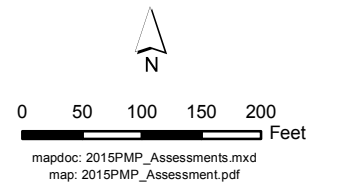
FH 15-07

Prepared by:
City of Roseville Engineering Department
December 10, 2014

- Assessable Parcels
- Single Family Residential with Short Side Adjacent to Project, not Assessed
- 100' Assessable Frontage

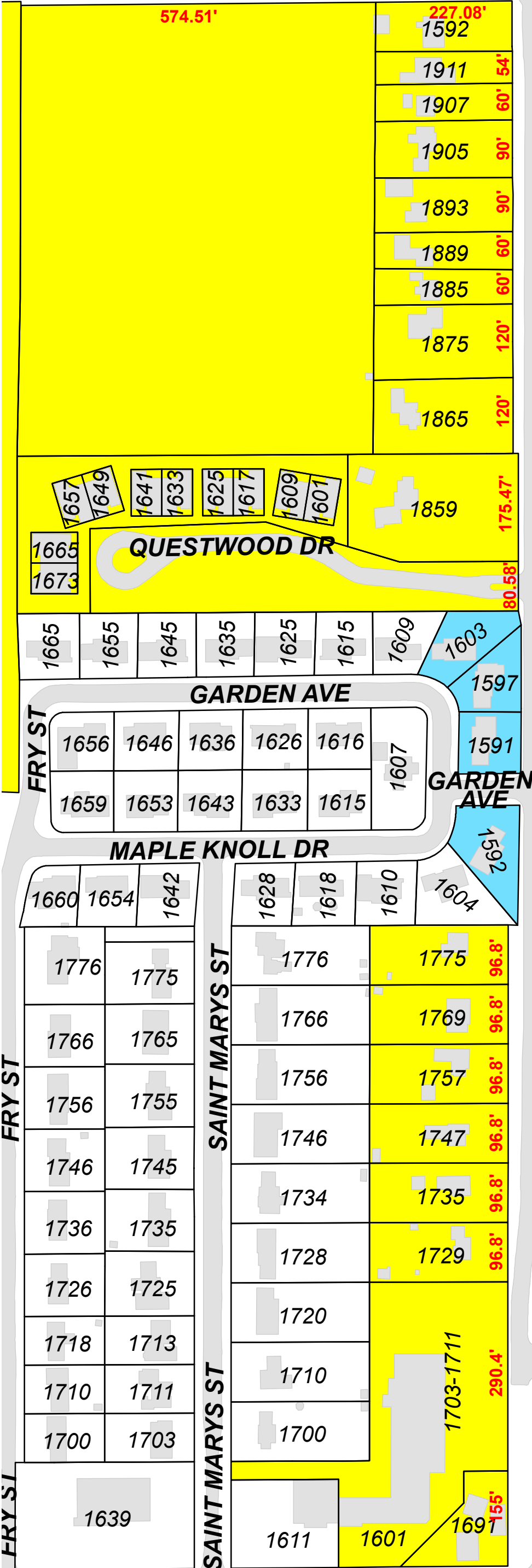
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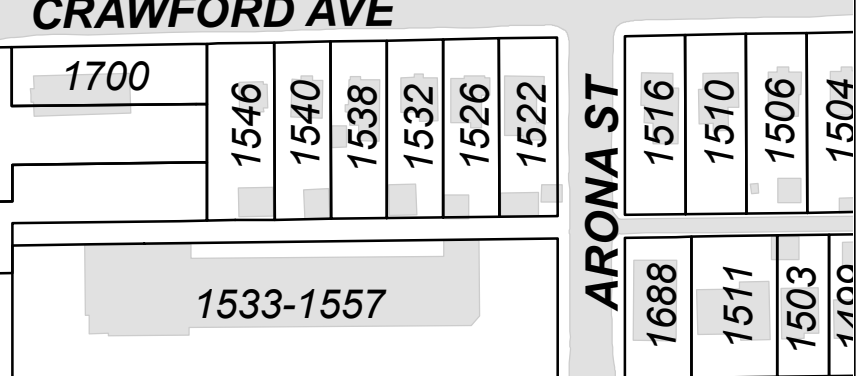
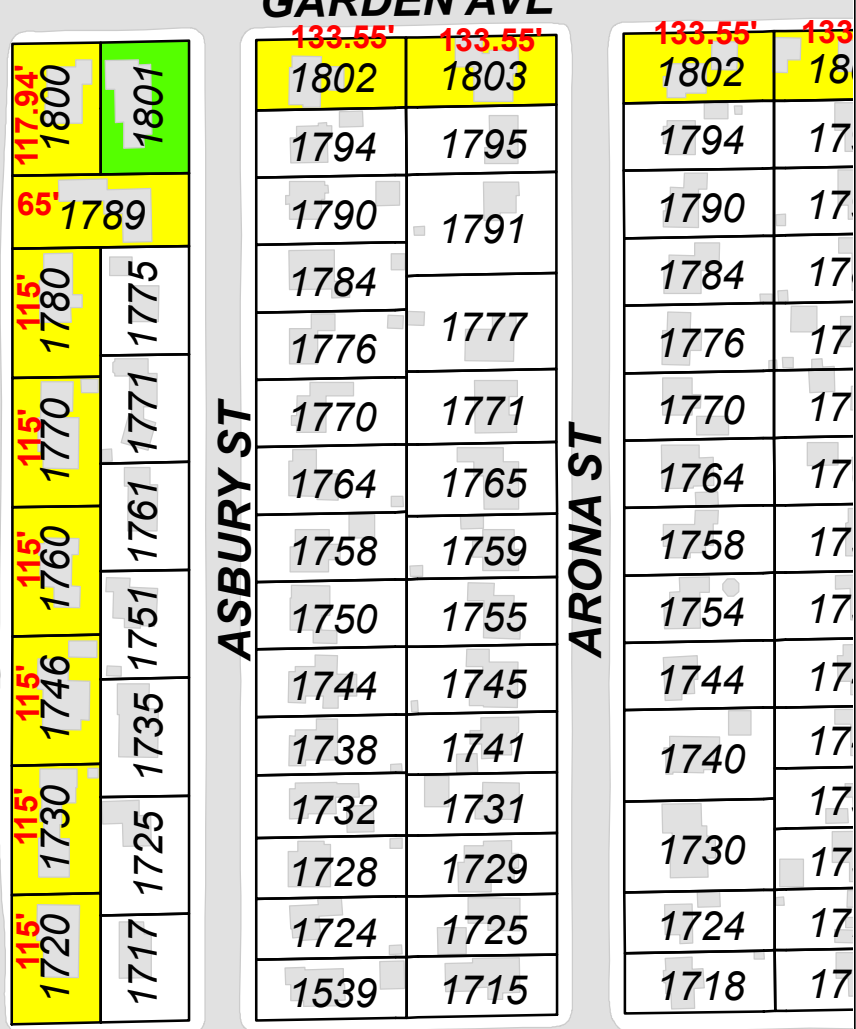
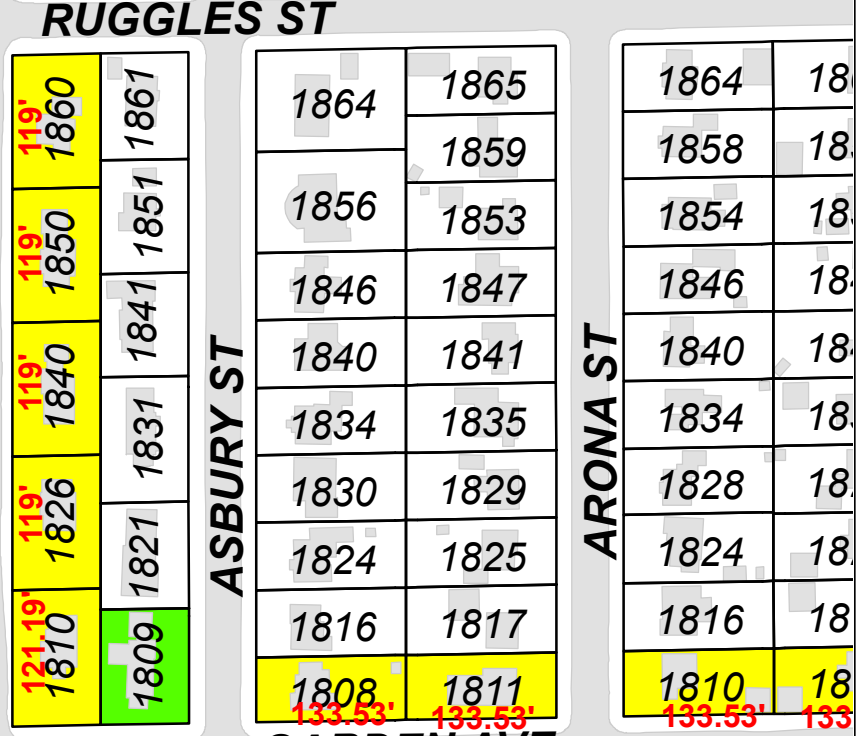
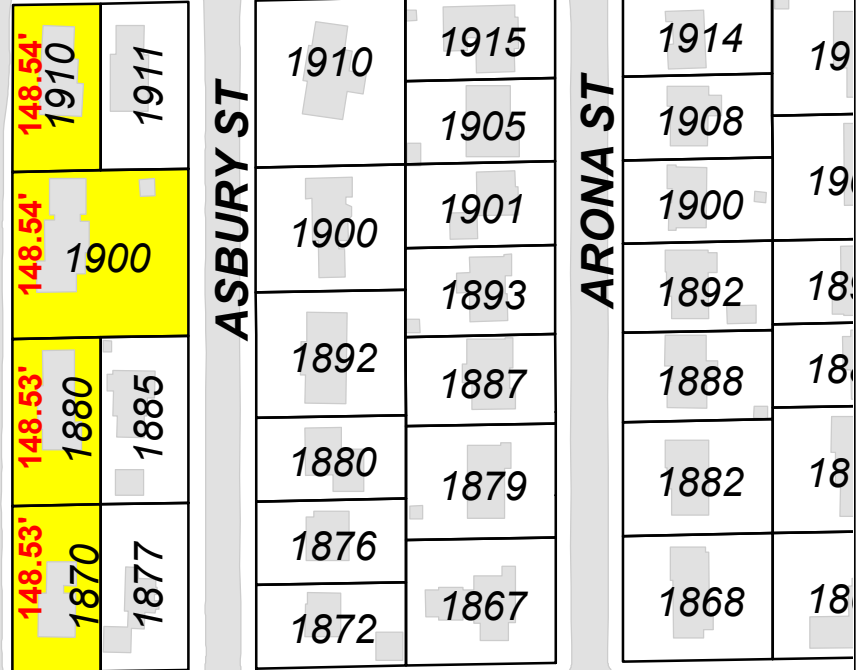
ROSELAWN AVE W

ROSELAWN AVE W



SNELLING AVEN E

SNELLING AVEN E



LARPENTEUR AVE W

LARPENTEUR AVE W

Proposed 2015 PMP Assessments- Snelling Ave
FH 15-07

- Assessable Parcels
- Single Family with Rear Lot Frontage, not Assessed
- Single Family Residential with Short Side Adjacent to Project, not Assessed
- Assessable Frontage

Prepared by:
 City of Roseville Engineering Department
 December 15, 2014

Data Sources and Contacts:
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 City of Roseville Engineering Department
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0 40 80 120 160 Feet

map: 2015PMP_Assessments.mxd
 map: 2015PMP_Assessment.pdf

SNE

148.53'	1880	1885
148.53'	1870	1877

1892	1887
1880	1879
1876	1867
1872	1867

1888	1887
1882	1879
1868	1867

1888	1881
1880	1873
1868	1871

1884	1881
1878	1877
1872	1869
1864	1865

1880	1883
1880	1877
1874	1869
1868	1863
1864	1863

1884	1883
1878	1877
1870	1869
1864	1863

1884	1883
1878	1877
1870	1871
1864	1865

HAMLIN AVE N

RUGGLES ST

119'	1860	1861
119'	1850	1851
119'	1840	1841
119'	1826	1831
119'	1821	1821
121.19'	1810	1809

1864	1865
1856	1853
1846	1847
1840	1841
1834	1835
1830	1829
1824	1825
1816	1817
1808	1811

1864	1865
1858	1859
1854	1853
1846	1847
1840	1841
1834	1835
1828	1829
1824	1825
1816	1817
1810	1811

RUGGLES ST

1864	1865
1858	1859
1852	1853
1846	1847
1840	1841
1834	1835
1828	1829
1824	1825
1816	1817
1810	1811

RUGGLES ST

1860	1857
1852	1849
1848	1843
1840	1835
1818	1840
1806	134.48'

RUGGLES AVE

1852	1849
1850	1843
1844	1835
1834	1827
1830	1821
1824	1811
1820	1807
1816	167'
1810	132.94'

RUGGLES AVE

RUGGLES AVE



HAMLIN AVE N

SNELLING AVEN

117.94'	1800	1801
65'	1789	
115'	1780	
115'	1770	1775
115'	1761	1771
1760	1761	1771

133.55'	1802	1803
1794	1795	
1790	1791	
1784	1777	
1776	1771	
1770	1771	
1764	1765	
1758	1759	

133.55'	1802	1803
1794	1795	
1790	1791	
1784	1785	
1776	1777	
1770	1771	
1764	1765	
1758	1759	

133.55'	1802	1803
1794	1795	
1790	1791	
1784	1785	
1776	1775	
1770	1771	
1764	1765	
1758	1759	
1754	1755	

268.94'	1795
1790	1791
1784	1783
1776	1775
1770	1771
1764	1765
1758	1757
1754	1753

132.98'	1800	1801
1796	1795	
1790	1791	
1782	1781	
1776	1775	
1770	1771	
1766	1765	
1756	1757	

295.40'	1800	1803
1794	1797	
1788	1789	
1780	1781	
1776	1775	
1770	1771	
1764	1763	
1758	1757	

295.40'	1800	1803
1794	1797	
1788	1789	
1780	1781	
1776	1775	
1770	1771	
1764	1763	
1758	1757	

HAMLIN AVE N

Proposed 2015 PMP Assessments- Garden Ave

FH 15-07

- Assessable Parcels
- Single Family Residential with Short Side Adjacent to Project, not Assessed
- 100' Assessable Frontage

Prepared by:
City of Roseville Engineering Department
December 15, 2014

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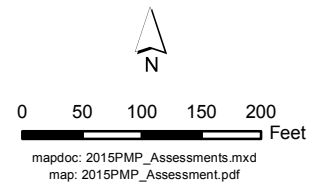


Exhibit C: Preliminary Assessment Roll

Mill and Overlay:		Reclaim:	
40%	\$ 15.01	40%	\$ 32.98
60%	\$ 22.51	60%	\$ 49.48
100%	\$ 37.51	100%	\$ 82.46

ParcelID	SiteAddress	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
RECLAIM								
152923310059	1806 Pascal St N	Falcon Heights MN 55113-6110	134.48	134.48	40%	\$ 32.98	\$ 4,435.15	
152923310060	1811 Holton St	Falcon Heights MN 55113-6223	134.48	134.48	100%	\$ 82.46	\$ 11,089.22	
152923310079	1810 Holton St	Falcon Heights MN 55113-6132	132.94	132.94	40%	\$ 32.98	\$ 4,384.36	
152923310101	1807 Hamline Ave N	Falcon Heights MN 55113-6130	167.00	167.00	40%	\$ 32.98	\$ 5,507.66	
152923310108	1393 Garden Ave	Falcon Heights MN 55113-6152	664.84	664.84	100%	\$ 82.46	\$ 54,822.71	
152923320053	1809 Asbury St	Falcon Heights MN 55113-6142	78.53	0.00			\$ -	short side, no assessment
152923320054	1810 Snelling Ave N	Falcon Heights MN 55113	78.53	0.00			\$ -	short side, no assessment
152923320068	1811 Arona St	Falcon Heights MN 55113-6138	133.53	133.53	40%	\$ 32.98	\$ 4,403.82	
152923320069	1808 Asbury St	Falcon Heights MN 55113-6141	133.53	133.53	40%	\$ 32.98	\$ 4,403.82	
152923320087	1811 Simpson St	Falcon Heights MN 55113-6144	133.53	133.53	40%	\$ 32.98	\$ 4,403.82	
152923320088	1810 Arona St	Falcon Heights MN 55113-6137	133.53	133.53	40%	\$ 32.98	\$ 4,403.82	
152923320107	1811 Pascal St N	Falcon Heights MN 55113-6150	133.18	133.18	40%	\$ 32.98	\$ 4,392.28	
152923320108	1810 Simpson St	Falcon Heights MN 55113-6143	133.53	133.53	40%	\$ 32.98	\$ 4,403.82	
152923330001	1803 Pascal St N	Falcon Heights MN 55113-6260	133.20	133.20	40%	\$ 32.98	\$ 4,392.94	
152923330030	1802 Simpson St	Falcon Heights MN 55113-6261	133.55	133.55	40%	\$ 32.98	\$ 4,404.48	
152923330031	1803 Simpson St	Falcon Heights MN 55113-6257	133.55	133.55	40%	\$ 32.98	\$ 4,404.48	
152923330059	1802 Arona St	Falcon Heights MN 55113-6248	133.55	133.55	40%	\$ 32.98	\$ 4,404.48	
152923330060	1803 Arona St	Falcon Heights MN 55113-6247	133.55	133.55	40%	\$ 32.98	\$ 4,404.48	
152923330088	1802 Asbury St	Falcon Heights MN 55113-6250	133.55	133.55	40%	\$ 32.98	\$ 4,404.48	
152923330089	1801 Asbury St	Falcon Heights MN 55113-6249	78.55	0.00			\$ -	short side, no assessment
152923330090	1800 Snelling Ave N	Falcon Heights MN 55113	78.55	0.00			\$ -	short side, no assessment
152923340001	1803 Hamline Ave N	Falcon Heights MN 55113-6221	295.40	176.00	40%	\$ 32.98	\$ 5,804.48	reduced long side
152923340044	1800 Albert St N	Falcon Heights MN 55113-6211	295.40	176.00	40%	\$ 32.98	\$ 5,804.48	reduced long side
152923340045	1801 Albert St N	Falcon Heights MN 55113-6210	135.98	135.98	40%	\$ 32.98	\$ 4,484.62	
152923340081	1800 Holton St	Falcon Heights MN 55113-6224	132.98	132.98	40%	\$ 32.98	\$ 4,385.68	
152923340082	1795 Holton St	Falcon Heights MN 55113-6223	268.94	268.94	100%	\$ 82.46	\$ 22,176.79	
162923410001	1592 Roselawn Ave W	Falcon Heights MN 55113-5719	227.08	176.00	40%	\$ 32.98	\$ 5,804.48	reduced long side
162923410012	0 Unassigned	Falcon Heights MN 55113	574.51	574.51	100%	\$ 82.46	\$ 47,374.09	University of Minnesota
162923430001	0 Unassigned	Falcon Heights MN 55113	1426.00	1426.00	100%	\$ 82.46	\$ 117,587.96	University of Minnesota
162923430003	0 Unassigned	Falcon Heights MN 55113	315.54	315.54	100%	\$ 82.46	\$ 26,019.43	University of Minnesota

Mill and Overlay:		Reclaim:	
40%	\$ 15.01	40%	\$ 32.98
60%	\$ 22.51	60%	\$ 49.48
100%	\$ 37.51	100%	\$ 82.46

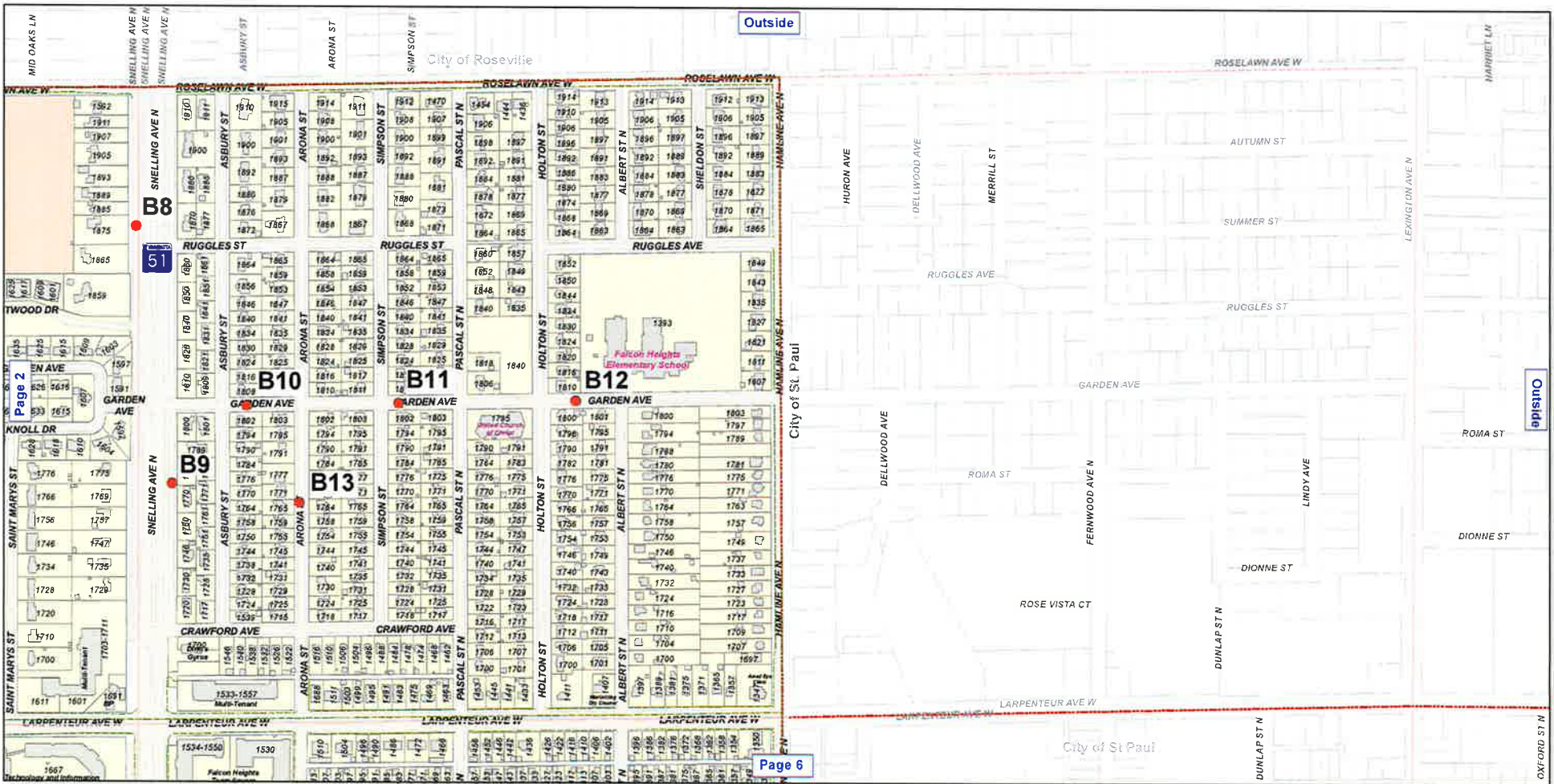
ParcelID	SiteAddress	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
MILL & OVERLAY								
152923320044	1870 Snelling Ave N	Falcon Heights MN 55113	148.53	148.53	40%	\$ 15.01	\$ 2,229.44	
152923320045	1880 Snelling Ave N	Falcon Heights MN 55113	148.53	148.53	40%	\$ 15.01	\$ 2,229.44	
152923320046	1900 Snelling Ave N	Falcon Heights MN 55113	148.54	148.54	40%	\$ 15.01	\$ 2,229.59	
152923320047	1910 Snelling Ave N	Falcon Heights MN 55113	148.54	148.54	40%	\$ 15.01	\$ 2,229.59	
152923320054	1810 Snelling Ave N	Falcon Heights MN 55113	121.19	121.19	40%	\$ 15.01	\$ 1,819.06	
152923320055	1826 Snelling Ave N	Falcon Heights MN 55113	119.00	119.00	40%	\$ 15.01	\$ 1,786.19	
152923320056	1840 Snelling Ave N	Falcon Heights MN 55113	119.00	119.00	40%	\$ 15.01	\$ 1,786.19	
152923320057	1850 Snelling Ave N	Falcon Heights MN 55113	119.00	119.00	40%	\$ 15.01	\$ 1,786.19	
152923320058	1860 Snelling Ave N	Falcon Heights MN 55113	119.00	119.00	40%	\$ 15.01	\$ 1,786.19	
152923330090	1800 Snelling Ave N	Falcon Heights MN 55113	117.94	117.94	40%	\$ 15.01	\$ 1,770.28	
152923330091	1789 Asbury St	Falcon Heights MN 55113-6249	65.00	0.00			\$ -	through frontage, no assessment
152923330099	1720 Snelling Ave N	Falcon Heights MN 55113	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
152923330100	1730 Snelling Ave N	Falcon Heights MN 55113	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
152923330101	1746 Snelling Ave N	Falcon Heights MN 55113-5734	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
152923330102	1760 Snelling Ave N	Falcon Heights MN 55113	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
152923330103	1770 Snelling Ave N	Falcon Heights MN 55113	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
152923330104	1780 Snelling Ave N	Falcon Heights MN 55113	115.00	115.00	40%	\$ 15.01	\$ 1,726.15	
162923410001	1592 Roselawn Ave W	Falcon Heights MN 55113-5719	80.65	0.00			\$ -	short side, no assessment
162923410002	1911 Snelling Ave N	Falcon Heights MN 55113-5756	54.00	54.00	40%	\$ 15.01	\$ 810.54	
162923410003	1907 Snelling Ave N	Falcon Heights MN 55113-5756	60.00	60.00	40%	\$ 15.01	\$ 900.60	
162923410004	1905 Snelling Ave N	Falcon Heights MN 55113-5756	90.00	90.00	40%	\$ 15.01	\$ 1,350.90	
162923410007	1889 Snelling Ave N	Falcon Heights MN 55113-5756	60.00	60.00	40%	\$ 15.01	\$ 900.60	
162923410008	1885 Snelling Ave N	Falcon Heights MN 55113-5756	60.00	60.00	40%	\$ 15.01	\$ 900.60	
162923410009	1875 Snelling Ave N	Falcon Heights MN 55113-5756	120.00	120.00	40%	\$ 15.01	\$ 1,801.20	
162923410010	1865 Snelling Ave N	Falcon Heights MN 55113-5727	120.00	120.00	40%	\$ 15.01	\$ 1,801.20	
162923410020	1603 Garden Ave	Falcon Heights MN 55113-5732	27.56	0.00			\$ -	through frontage, no assessment
162923410021	1597 Garden Ave	Falcon Heights MN 55113-5732	138.00	0.00			\$ -	through frontage, no assessment
162923410022	1591 Garden Ave	Falcon Heights MN 55113-5732	100.00	0.00			\$ -	through frontage, no assessment
162923410029	1893 Snelling Ave N	Falcon Heights MN 55113-5756	90.00	90.00	40%	\$ 15.01	\$ 1,350.90	
162923410040	1859 Snelling Ave N	Falcon Heights MN 55113-5727	175.47	175.47	40%	\$ 15.01	\$ 2,633.80	
162923410043	1673 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410044	1665 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410045	1657 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410046	1649 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410047	1641 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410048	1633 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410049	1625 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410050	1617 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410051	1609 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410052	1601 Questwood Dr	Falcon Heights MN 55113-5600	8.058	8.058	60%	\$ 22.51	\$ 181.39	
162923410054	0 Snelling Ave N	Falcon Heights MN 55113						80.58 total footage for Questwood

Mill and Overlay:	
40%	\$ 15.01
60%	\$ 22.51
100%	\$ 37.51

Reclaim:	
40%	\$ 32.98
60%	\$ 49.48
100%	\$ 82.46

ParcelID	SiteAddress	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
MILL & OVERLAY								
162923440001	1592 Maple Knoll Dr	Falcon Heights MN 55113-5733	196.20	0.00			\$ -	through frontage, no assessment
162923440059	1775 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440060	1769 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440061	1757 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440062	1747 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440063	1735 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440064	1729 Snelling Ave N	Falcon Heights MN 55113-5725	96.80	96.80	40%	\$ 15.01	\$ 1,452.97	
162923440067	1691 Snelling Ave N	Falcon Heights MN 55113-5725	155.00	59.00	60%	\$ 22.51	\$ 1,328.09	not all frontage impacted by road project
162923440073	1701 Snelling Ave N	Falcon Heights MN 55113-5725	290.40	290.40	60%	\$ 22.51	\$ 6,536.90	
	East Snelling Service Drive		2121.33	0.00			\$ -	Trunk Highway 51
	West Snelling Service Drive		2432.66	0.00			\$ -	Trunk Highway 51

Exhibit D: Soil Boring Logs



Prepared by:
City of Roseville
Engineering Department
Dec 09, 2013

2014 Soil Borings

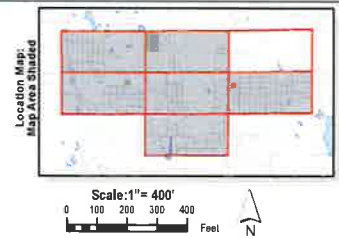
South Half Section 15, Township 29, Range 23

Data Sources and Contacts:
 * Ramsey County GIS Base Map (R213)
 * City of Roseville Engineering Department
 * City of Falcon Heights
 For further information regarding the contents of this map contact:
 City of Falcon Heights
 2077 Larpenteur Avenue West, Falcon Heights, MN 55113 USA

Limit on Liability
 This map is a compilation of research, information and data located on various city, county, state and federal maps and other records, and the City and County do not warrant the accuracy of the information shown on this map. The user of this map is responsible for verifying the accuracy of the information shown on this map. The City and County do not warrant the accuracy of the information shown on this map. The user of this map is responsible for verifying the accuracy of the information shown on this map. The City and County do not warrant the accuracy of the information shown on this map. The user of this map is responsible for verifying the accuracy of the information shown on this map.

Legend

- | | |
|----------------------------------|--------------------------------|
| Boundaries | Structures and Pavement |
| Half Section Line | Buildings |
| State Fair Property | Roadway Edge |
| University of Minnesota Property | Sidewalks & Trails |
| Parcels | Water |
| | Water |
| Public Amenities | Other |
| City Parks | Other Cities |
| Golf Courses | |



Map Date: 09/15/2013 10:00 AM

Project No. ESP015463P

LOG OF BORING NO. B8

Sheet 1 of 1

CLIENT

City of Falcon Heights

ARCHITECT/ENGINEER

SITE

Falcon Heights, Minnesota

PROJECT

2014-2018 CIP

6' East of centerline in front of 1875 Snelling Avenue North

Surface Elev.:

FILL, 9" of bituminous pavement

GRAPHIC LOG

GEOLOGY

DEPTH (FT.)

SAMPLES

TESTS

BLOWS/12" N - VALUE RQD

NUMBER

TYPE

IN. RECOVERED IN. DRIVEN

MOISTURE, %

DRY DENSITY PCF

ADDITIONAL DATA/REMARKS

0.8

FILL, silty sand with a little gravel, brown, frozen to 2'-8" then moist

4.0

LEAN CLAY, brown, moist, firm (CL)

5.0

End of Boring

FINE ALLUVIUM

5

12

2

SS

24

AS

1

AUGER

36

ELEMENT LOG ESP015463P FALCON HEIGHTS.GPJ LOG A GNN08.GDT 2/13/14

WATER LEVEL OBSERVATIONS

None



element
materials technology

662 Cromwell Ave.
St. Paul, MN 55114
Telephone: 651-645-3601

STARTED 12/16/13 FINISHED 12/16/13

DRILL CO. Element DRILL RIG 367

DRILLER Dunleavy ASS'T DRILLER TPK

LOGGED BY TPK APPROVED MAS

CLIENT City of Falcon Heights	ARCHITECT/ENGINEER
SITE Falcon Heights, Minnesota	PROJECT 2014-2018 CIP

6' West of centerline in front of 1770 Snelling Avenue North	GRAPHIC LOG	GEOLOGY	DEPTH (FT.)	SAMPLES				TESTS		ADDITIONAL DATA/REMARKS
				BLOWS/12" N - VALUE RQD	NUMBER	TYPE	IN. RECOVERED IN. DRIVEN	MOISTURE, %	DRY DENSITY PCF	
Surface Elev.: FILL, 10" of bituminous pavement		FILL		AS	1	AUGER	36			
0.8 FILL, sand with a little gravel, brown, frozen to 2'-4" then moist										
3.5 LEAN CLAY, black and brown mottled, moist, firm (CL)		FINE ALLUVIUM		10	2	SS	24	15		
5.0 End of Boring			5							

ELEMENT LOG ESP015463P FALCON HEIGHTS GPJ LOG A GNN08.GDT 2/13/14

WATER LEVEL OBSERVATIONS

None



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materials technology
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St. Paul, MN 55114
Telephone: 651-645-3601

STARTED	12/16/13	FINISHED	12/16/13
DRILL CO.	Element	DRILL RIG	367
DRILLER	Dunleavy	ASS'T DRILLER	TPK
LOGGED BY	TPK	APPROVED	MAS

CLIENT City of Falcon Heights	ARCHITECT/ENGINEER
---	--------------------

SITE Falcon Heights, Minnesota	PROJECT 2014-2018 CIP
--	---------------------------------

8' West of centerline on side of 1806 Garden Avenue	GRAPHIC LOG	GEOLOGY	DEPTH (FT.)	SAMPLES				TESTS		ADDITIONAL DATA/REMARKS
				BLOWS/12" N - VALUE RQD	NUMBER	TYPE	IN. RECOVERED IN. DRIVEN	MOISTURE, %	DRY DENSITY PCF	
Surface Elev.:										
FILL, 4 1/4" of bituminous pavement		FILL		AS	1	AUGER	36			
0.4 FILL, 7 1/2" of sand and gravel aggregate base underlain by a mixture of sand with silt and clayey sand with a little gravel, light brown to brown, frozen to 2'-6" then moist										
				31	2	SS	24			
5.0 End of Boring			5							

ELEMENT LOG ESP015463P FALCON HEIGHTS.GPJ LOG A GNNND8.GDT 2/13/14

WATER LEVEL OBSERVATIONS		STARTED	12/16/13	FINISHED	12/16/13
	None	DRILL CO.	Element	DRILL RIG	367
		DRILLER	Dunleavy	ASS'T DRILLER	TPK
		LOGGED BY	TPK	APPROVED	MAS



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 materials technology
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 St. Paul, MN 55114
 Telephone: 651-645-3601

CLIENT	ARCHITECT/ENGINEER
City of Falcon Heights	

SITE	PROJECT
Falcon Heights, Minnesota	2014-2018 CIP

7' West of centerline on side of 1810 Garden Avenue	GRAPHIC LOG	GEOLOGY	DEPTH (FT.)	SAMPLES				TESTS		ADDITIONAL DATA/REMARKS
				BLOWS/12" N - VALUE RQD	NUMBER	TYPE	IN. RECOVERED IN. DRIVEN	MOISTURE, %	DRY DENSITY PCF	
Surface Elev.:										
FILL, 4 1/4" of bituminous pavement		FILL		AS	1	AUGER	36			
0.6 FILL, 7 1/2" of sand and gravel aggregate base underlain by sand with silt and a little gravel, brown, frozen to 2'-2" then moist										
3.5 FILL, sand with a little gravel, brown, moist				12	2	SS	24			
5.0 End of Boring			5							

ELEMENT LOG ESP015463P FALCON HEIGHTS.GPJ LOG A GNN08.GDT 2/13/14

WATER LEVEL OBSERVATIONS

None



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St. Paul, MN 55114
Telephone: 651-645-3601

STARTED	12/16/13	FINISHED	12/16/13
DRILL CO.	Element	DRILL RIG	367
DRILLER	Dunleavy	ASS'T DRILLER	TPK
LOGGED BY	TPK	APPROVED	MAS

Project No. ESP015463P

LOG OF BORING NO. B12

Sheet 1 of 1

CLIENT

City of Falcon Heights

ARCHITECT/ENGINEER

SITE

Falcon Heights, Minnesota

PROJECT

2014-2018 CIP

7' West of centerline in front of 1800 Garden Avenue

SAMPLES

TESTS

Surface Elev.:

GRAPHIC LOG

GEOLOGY

DEPTH (FT.)

BLOWS/12" N - VALUE RQD

NUMBER

TYPE

IN. RECOVERED IN. DRIVEN

MOISTURE, %

DRY DENSITY PCF

ADDITIONAL DATA/REMARKS

FILL, 4" of bituminous pavement

FILL

AS

1

AUGER

36

0.3

FILL, 7" of sand and gravel aggregate base underlain by sand with a little gravel, brown, frozen to 2'-2" then moist

17

2

SS

24

5

5.0

End of Boring

5

WATER LEVEL OBSERVATIONS

None



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Telephone: 651-645-3601

STARTED 12/16/13 FINISHED 12/16/13

DRILL CO. Element DRILL RIG 367

DRILLER Dunleavy ASS'T DRILLER TPK

LOGGED BY TPK APPROVED MAS

ELEMENT LOG ESP015463P FALCON HEIGHTS.GPJ LOG A GNN08.GDT 2/13/14

Pavement/Aggregate Base Thickness Chart

Boring Number	Bituminous Thickness (inches)	Aggregate Base Thickness (inches)***	Estimated R-Value**	Results of field "smell test" for Hazardous Substances
B1	3¾	4	12	No Detection
B2	4	No defined	20	No Detection
B3	4½	3½	40	No Detection
B4	3¾	13¾	40	No Detection
B5	3¾	4½	40	No Detection
B6	5½	8	40	No Detection
B7	5½	No defined	40	No Detection
B8	9	No defined	40	No Detection
B9	10	No defined	40	No Detection
B10	4¾	7½	35	No Detection
B11	4¾	7½	35	No Detection
B12	4	7	35	No Detection
B13	5¾	5½	35	No Detection
B14	4	12	30	No Detection
B15	4½	10	15	No Detection
B16	3	4½*	40	No Detection
B17	4½	No defined	25	No Detection
B18	3	9	40	No Detection
B19	5	No defined	30	No Detection
B20	3	10	30	No Detection
B21	3¾	10	15	No Detection

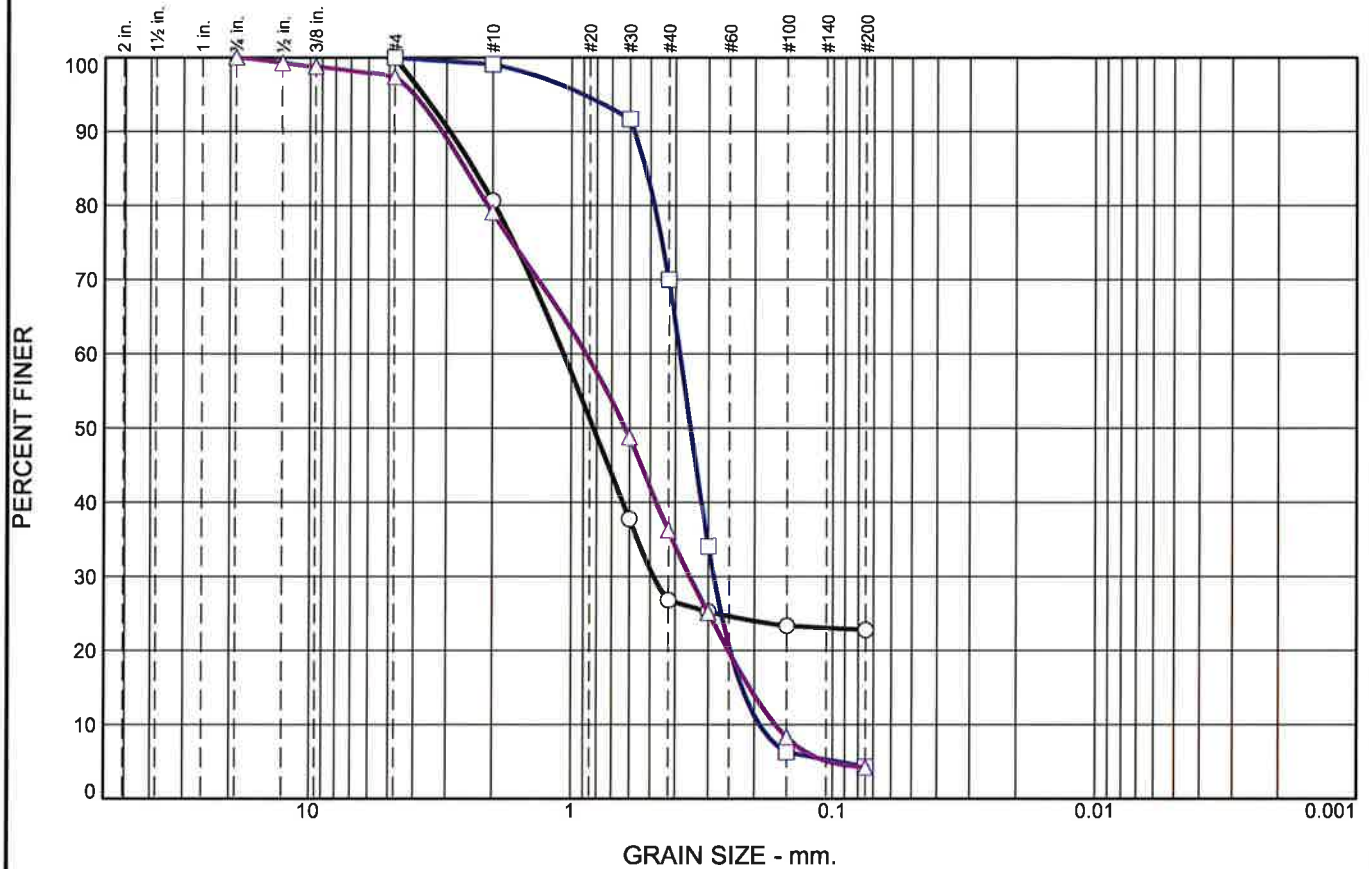
Remarks

* Boring 16 aggregate base was comprised of crushed limestone.

** R-values were estimated based on soil characteristics encountered at the boring location unless otherwise noted.

*** The aggregate base was comprised of a mixture of sand, sand with silt, and silty sand with various amounts of gravel unless noted otherwise.

Particle Size Distribution Report



	+3"	% GRAVEL	% SAND	% SILT	% CLAY	USCS	LL	PL	PI
○	0.0	0.0	77.2	22.8		SM			
□	0.0	0.0	95.7	4.3		SP			
△	0.0	2.6	93.2	4.2		SP			

SIEVE inches size	PERCENT FINER			SIEVE number size	PERCENT FINER			Material Description
	○	□	△		○	□	△	
3/4"			100.0	#4	100.0	100.0	97.4	○ Silty sand, fine to medium grained, brown (SM)
1/2"			99.3	#10	80.6	99.1	79.1	
3/8"			98.8	#30	37.7	91.7	48.7	□ Sand, mostly fine grained, brown (SP)
				#40	26.8	70.0	36.2	
				#50	25.3	34.0	25.1	△ Sand, fine to medium grained, brown (SP)
				#100	23.3	6.3	8.3	
				#200	22.8	4.3	4.2	
GRAIN SIZE								
D ₆₀	1.0708	0.3845	0.8752					
D ₃₀	0.4842	0.2863	0.3523					
D ₁₀		0.1907	0.1657					
COEFFICIENTS								
C _c		1.12	0.86					
C _u		2.02	5.28					

REMARKS:

○

□

△

EAR-CONTROLLED DATA

○ Location: Boring B8 Depth: 2'-4' Sample Number: 1, S09171
 □ Location: Boring B16 Depth: 7.5"-3' Sample Number: 2, S09172
 △ Location: Boring B19 Depth: 5"-3' Sample Number: 3, S09173

Element Materials Technology St. Paul, MN	Client: City of Falcon Heights Project: 2014-2018 CIP Soil Borings Falcon Heights, Minnesota Project No.: ESP015463P
--	---

Tested By: S. Dunleavy **Checked By:** M. Straight, PE

Figure

SYMBOLS AND TERMINOLOGY ON TEST BORING LOGS

SYMBOLS							
Drilling and Sampling				Laboratory Testing			
<u>Symbol</u>	<u>Description</u>			<u>Symbol</u>	<u>Description</u>		
HSA	3-1/4" I.D. hollow stem auger			W	Water content, % (ASTM:D2216)**		
_FA	4", 6" or 10" diameter flight auger			D	Dry density, pcf		
_HA	2", 4" or 6" hand auger			LL	Liquid limit (ASTM:D4318)		
_DC	2-1/2", 4", 5" or 6" steel drive casing			PL	Plastic limit (ASTM:D4318)		
_RC	Size A, B or N rotary casing				--- Inserts in Last Column (Qu or RQD) ---		
PD	Pipe drill or cleanout tube			Qu	Unconfined compressive strength, psf (ASTM:D2166)		
CS	Continuous split barrel sampling			Pq	Penetrometer reading, tsf (ASTM:D1558)		
DM	Drilling mud			Ts	Torvane reading, tsf		
JW	Jetting water			G	Specific gravity (ASTM:D854)		
SB	2" O.D. split barrel sampling			SL	Shrinkage limits (ASTM:D427)		
_L	2-1/2" or 3-1/2" O.D. SB liner sample			OC	Organic content – Combustion method (ASTM:D2974)		
_T	2" or 3" thin walled tube sample			SP	Swell pressure, tsf (ASTM:D4546)		
3TP	3" thin walled tube using pitcher sampler			PS	Percent swell under pressure (ASTM:D4546)		
_TO	2" or 3" thin walled tube using Osterberg sampler			FS	Free swell, % (ASTM:D4546)		
W	Wash sample			SS	Shrink swell, % (ASTM:D4546)		
B	Bag sample			pH	Hydrogen ion content – Meter Method (ASTM:D4972)		
P	Test pit sample			SC	Sulfate content, parts/million or mg/l		
_Q	BQ, NQ, or PQ wireline system			CC	Chloride content, parts/million, or mg/l		
_X	AX, BX, or NX double tube barrel			C*	One dimensional consolidation (ASTM:D2435)		
N	Standard penetration test, blows per foot			Qc*	Triaxial compression (ASTM:D2850 and D4767)		
CR	Core recovery, percent			D.S.*	Direct shear (ASTM:D3080)		
WL	Water level			K*	Coefficient of permeability, cm/sec (ASTM:D2434)		
≡	Water level			P*	Pinhole test (ASTM:D4647)		
NMR	No measurement recorded, primarily due to the presence of drilling or coring fluid			DH*	Double hydrometer (ASTM:D4221)		
				MA*	Particle size analysis (ASTM:D422)		
				R	Laboratory electrical resistivity, ohm-cm (ASTM:G57)		
				E*	Pressuremeter deformation modulus, tsf (ASTM:D4719)		
				PM*	Pressuremeter test (ASTM:D4719)		
				VS*	Field vane shear (ASTM:D2573)		
				IR*	Infiltrometer test (ASTM:D3385)		
				RQD	Rock quality designation, percent		
					* Results shown on attached data sheet or graph		
					** ASTM designates American Society for Testing and Materials		
TERMINOLOGY							
Particle Sizes				Soil Layering and Moisture			
<u>Type</u>	<u>Size Range</u>			<u>Term</u>	<u>Visual Observation</u>		
Boulders	> 12"			Lamination	Up to 1/4" thick stratum		
Cobbles	3" – 12"			Varved	Alternating laminations of any combination of clay, silt, fine sand, or colors		
Coarse gravel	3/4" – 3"			Lenses	Small pockets of different soils in a soil mass		
Fine gravel	#4 sieve – 3/4"			Stratified	Alternating layers of varying materials or colors		
Coarse sand	#4 – #10 sieve			Layer	1/4" to 12" thick stratum		
Medium sand	#10 – #40 sieve			Dry	Powdery, no noticeable water		
Fine sand	#40 – #200 sieve			Moist	Damp, below saturation		
Silt	100% passing #200 sieve and > 0.005 mm			Waterbearing	Pervious soil below water		
Clay	100% passing #200 sieve and < 0.005 mm			Wet	Saturated, above liquid limit		
Gravel Content				Standard Penetration Resistance			
Coarse-Grained Soils		Fine-Grained Soils		Cohesionless Soils		Cohesive Soils	
<u>% Gravel</u>	<u>Description</u>	<u>% Gravel</u>	<u>Description</u>	<u>N-Value</u>	<u>Relative Density</u>	<u>N-Value</u>	<u>Consistency</u>
2 – 15	A little gravel	< 5	Trace of gravel	0 – 4	Very loose	0 – 4	Very soft
16 – 49	With gravel	5 – 15	A little gravel	5 – 10	Loose	5 – 8	Soft
		16 – 30	With gravel	11 – 30	Medium dense	9 – 15	Firm
		31 – 49	Gravelly	31 – 50	Dense	16 – 30	Hard
				> 50	Very dense	> 30	Very hard

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 28, 2015

No. 15-02

**RESOLUTION RECEIVING THE 2015 PAVEMENT MANAGEMENT PROJECT
FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT**

WHEREAS, pursuant to resolutions of the Council adopted September 10, 2014, and December 10, 2014, a report has been prepared by the City Engineer with reference to the improvement of the following streets:

- Roselawn Avenue, from Snelling Avenue to Fairview Avenue
- East Snelling Service Drive, from Roselawn Avenue to Crawford Avenue
- West Snelling Service Drive, from Roselawn Avenue to BP gas station
- Garden Avenue, from Snelling Avenue to Hamline Avenue

and this report was received by the Council on January 28, 2015, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$1,100,968.
 2. A public hearing shall be held on such proposed improvement on the 25th day of February, 2015 in the council chambers of the city hall at 7:00 p.m. and the City Administrator shall give mailed and published notice of such hearing and improvement as required by law.
-

Moved by:

Approved by: _____

Peter Lindstrom
Mayor
January 28, 2015

LINDSTROM _____ In Favor
LONG _____
HARRIS _____ Against
BROWN THUNDER _____
MERCER-TAYLOR _____

Attested by: _____

Bart Fischer
City Administrator
January 28, 2015