

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

AGENDA
October 12, 2016 at 7:00 P.M.

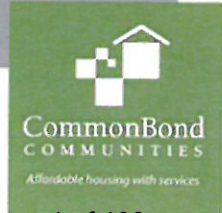
- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM ___ HARRIS ___ BROWN THUNDER ___
FISCHER ___ GUSTAFSON ___
- STAFF PRESENT: THONGVANH___
- C. PRESENTATIONS:
1. Aldo Sicoli -Superintendent of Roseville Area Schools
 2. Common Bond Communities -Affordable Housing Proposal
 3. Comprehensive Surface Water Management Plan
- D. APPROVAL OF MINUTES:
1. September 21, 2016 Special City Council Meeting Minutes
 2. September 28, 2016 City Council Meeting Minutes
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
1. General Disbursements through: 10/05/16 \$140,962.01
Payroll through: 9/30/16 \$18,407.72
 2. Approval of City License(s)
 3. City Administrator (Sack Thongvanh) 18 Month Step Adjustment
 4. Vacate Easement for 1728 Lindig Street
 5. Vacate Easement for 1725 Fairview Avenue
- G: POLICY ITEMS:
1. Accepting Feasibility Report and Calling for Public Hearing for 2017 PMP
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:

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Affordable Housing | Urban Agriculture



Hermes Floral

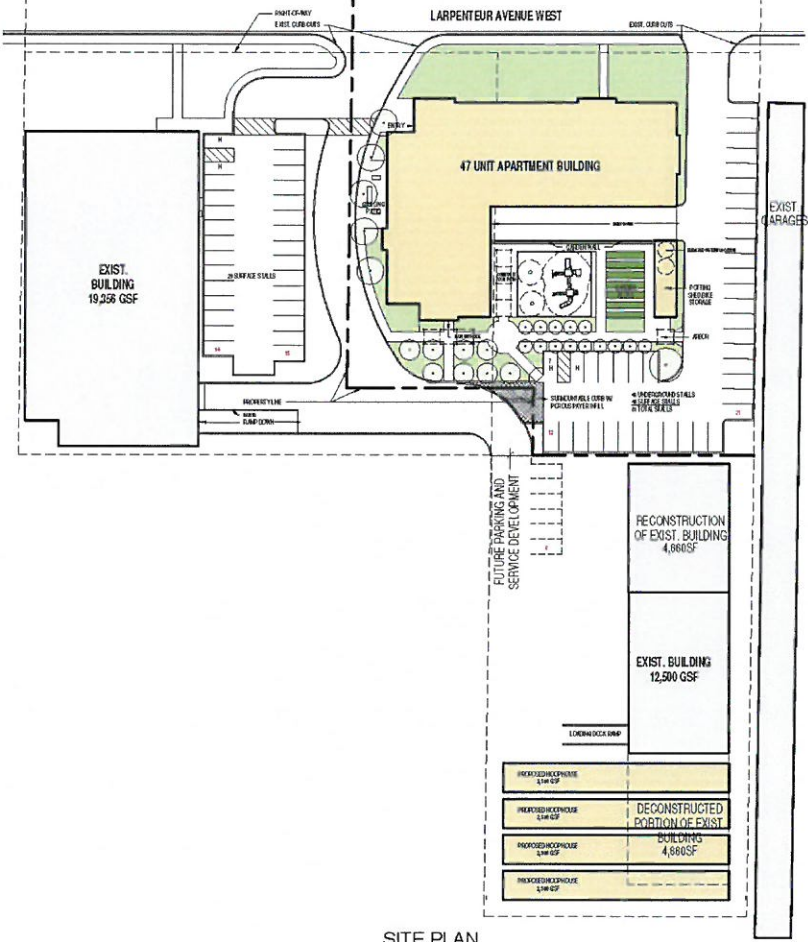
Big Picture

- ▶ Multi-family
- ▶ 47 Units
- ▶ Falcon Heights
 - ▶ First Ring Suburb
- ▶ City Approved PUD
 - ▶ Housing: 1.25 Acres
 - ▶ Farm/Distribution Center: 2.75 Acres

Financing

- ▶ Low Income Housing Tax Credits
- ▶ MN Housing Mortgage
- ▶ MN Housing Challenge Funds
- ▶ Metropolitan Council TOD and LHIA Funds

Full Site Plan



SITE PLAN



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LCA-TOD PRE-DEVELOPMENT, ZONING IMPLEMENTATION, AND SITE INVESTIGATION GUIDE

2016 LIVABLE COMMUNITIES TRANSIT-ORIENTED DEVELOPMENT GRANTS



The Council's mission is to foster efficient and economic growth for a prosperous metropolitan region.

Metropolitan Council Members

Adam Duininck	Chair	Edward Reynoso	District 9
Katie Rodriguez	District 1	Marie McCarthy	District 10
Lona Schreiber	District 2	Sandy Rummel	District 11
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Cara Letofsky	District 8		



The Metropolitan Council is the regional planning organization for the seven-county Twin Cities area. The Council operates the regional bus and rail system, collects and treats wastewater, coordinates regional water resources, plans and helps fund regional parks, and administers federal funds that provide housing opportunities for low- and moderate-income individuals and families. The 17-member Council board is appointed by and serves at the pleasure of the governor. This publication printed on recycled paper.

On request, this publication will be made available in alternative formats to people with disabilities. Call Metropolitan Council information at 651-602-1140 or TTY 651-291-0904.

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Section 1: General Information about LCA-TOD Pre-development, Zoning Implementation, and Site Investigation Grants

Purpose of Livable Communities Grants

The Metropolitan Livable Communities Act¹ (LCA) created both the TBRA and LCDA to promote the purposes of the Act and the outcomes of Thrive MSP 2040:

1. Develop land uses in centers linked to the local and Regional transportation systems;
2. Efficiently connect housing, jobs, retail centers and civic uses;
3. Develop a range of housing densities, types and costs; and
4. Conserve, protect and enhance natural resources by means of development that is sensitive to the environment.

Purpose of TOD Grants

The LCA Transit Oriented Development grants are extensions of the regular TBRA and LCDA grant programs. The Council's TOD grants promote moderate to high density development projects located within walking distance of a major transit stop that typically include a mix of uses such as housing, jobs, restaurants, shops, and entertainment.

Types of TOD Grants

1. **LCDA-TOD Development** – these grants are intended for applicants that are ready to begin a development or redevelopment project and the land and/or infrastructure necessary to support it. This grant category includes site acquisition and site preparation.
2. **TBRA-TOD Cleanup** – these grants are intended for applicants that have recently completed their cleanup site investigation and are seeking public funding to assist with the cost of implementing a cleanup plan and/or beginning redevelopment. TBRA-TOD Cleanup grants are only eligible when applied for in conjunction with a LCDA-TOD Development grant.
3. **LCDA-TOD Pre-development**– these grants are intended for applicants that are defining their TOD project through such activities as design workshops, architectural work to generate site plans, financial analyses, market studies, appraisals, project-specific stormwater management plans, soil testing, and environmental, fiscal, traffic, or gentrification impact analyses in support of an identified Future Development Project.
4. **TBRA-TOD Site Investigation** – Investigation grants are intended for applicants that have a redevelopment site with suspected or perceived contamination and are seeking public funding to determine the scope and severity of the contamination and to develop a cleanup plan as part of the pre-development planning for a specific redevelopment project.
5. **LCDA-TOD Zoning Implementation** – these grants are intended for applicants that have plans for transit stops or station areas and need to develop zoning or other local controls, such as form-based codes to implement those plans. No development project is required for applications for this category of funding.

¹ Minnesota Statutes section 473.25

Section 2: Eligible Applicants, Qualifying Sites, and Eligible Uses

Who is eligible to apply for a TOD grant?

By state statute, applicants must be a local governmental unit, which may be a:

1. Municipality (a statutory or home rule charter city or township) currently participating in the Metropolitan Livable Communities Housing Incentives Program
2. Metropolitan county
3. Housing and Redevelopment Authority, Economic Development Authority, Community Development Authority or Port Authority

Projects proposed by categories (2) and (3) must be located in participating municipalities with an eligible TOD Area.

Developers cannot apply and cannot be the grantee. However, developers are encouraged to partner with eligible applicants to submit applications.

What is a Metropolitan Council designated “Eligible TOD Area?”

The LCA-TOD program leverages the Region’s public investment in its transit infrastructure by focusing on proposals that are located within Council designated “TOD Areas” described as within:

- A ½-mile radius of an existing station on the following transit lines:
 - Blue and Green Light Rail Lines
 - Red and A Line Bus Rapid Transit Lines
 - Northstar Commuter Rail Line
- A ½-mile radius of stations in design on the Green Line Extension (excluding deferred stations) and the Orange Bus Rapid Transit Line
- A ½-mile radius of a bus stop or station on high-frequency express routes. High-frequency express service is defined as bus service on or outside the I494/694 freeways providing six or more trips during at least one of the peak morning hours between 6:00 AM and 9:00 AM and every 10 minutes during the peak morning hour
- Any spot within ¼-mile along high frequency local bus lines, defined as those routes providing service at least every 15 minutes and running between 6:00 AM to 7 PM on week days and between 9:00 AM and 6:00 PM on Saturdays.

Section 3: Eligible and Ineligible Uses of Grant Funds

TOD Pre-Development and Zoning

<u>Eligible Uses</u>	<u>Ineligible Uses</u>
<p><i>Eligible uses to which future development project criteria (see Definition of Terms section) applies:</i></p> <ul style="list-style-type: none"> • Architectural work to generate site plans or development staging plans for an identified parcel or multiple contiguous parcels; • Design workshops for development alternatives; • Financial analysis to determine the feasibility of one or many development scenarios for an identified parcel or multiple parcels, leading to the development of a pro-forma, provided that the development scenario/s meet the Future Project Threshold Criteria below; • Market study to determine the demand for the proposed development project; • Appraisals; • Project-specific stormwater management plans; • Soil testing to determine feasible land uses for site (not environmental testing); and • Environmental, fiscal, traffic, or gentrification impact analysis needed to advance project through city and/or community planning process. <p><i>Eligible uses to which future development project criteria DOES NOT apply:</i></p> <ul style="list-style-type: none"> • Creation of TOD implementation zoning ordinances 	<ul style="list-style-type: none"> • Corridor or station area plans; • Station area analysis of alternatives for market mix, land use mix, economic feasibility, or for air, water, or energy uses; and • Strategies for land banking and acquisition.

TOD Site Investigation

Eligible Costs	Ineligible Costs
<ul style="list-style-type: none"> • Creating or updating environmental investigation documents including * <ul style="list-style-type: none"> ○ Phase I environmental site assessment ○ Phase II environmental site assessment work plans ○ Phase II environmental site assessment ○ Hazardous building materials assessment ○ Development of a Response Action Plan ○ Abatement plans ○ Asbestos emissions control plans (ECP) ➤ Limited demolition (as necessary to assess contamination ONLY) ➤ Environmental oversight 	<ul style="list-style-type: none"> ➤ “Soft costs” such as: <ul style="list-style-type: none"> ○ Administrative overhead, ○ Travel expenses, ○ Legal fees, ○ Bonds, ○ Insurance, ○ Permits, ○ Licenses or authorization fees, ○ Costs associated with preparing grant proposals or applications or bids, ○ Applicant’s project coordination costs, operating expenses, planning costs, and prorated lease and salary costs. ➤ Cleanup or abatement costs ➤ Construction costs (e.g., geotechnical or structural assessments) ➤ Costs for environmental assessments outside of the redevelopment site (as identified in the application)

Environmental site investigation funding for costs already incurred

TBRA-TOD grants funds may also be used for recently-incurred environmental site investigation costs related to contaminated site cleanup.

- The investigation work must be done no more than 180 days prior to July 1, 2016.
- *Eligible uses of funds include:*
 - Conducting Phase I and Phase II environmental site investigations and preparation of RAPs developed in conjunction with the PCA for hazardous waste; or Development Response Action Plans (DRAPs) developed in conjunction with the PCA for petroleum; or
 - Preparing asbestos abatement plans that meet Asbestos Hazard Emergency; Response Act and Minnesota Department of Health (MDH) standards; or
 - Preparing lead-based paint abatement plans that meet MDH standards and the Toxic Substances Control Act.
- The costs for the investigation work will only be reimbursed if the TBRA-TOD applicant’s overall TOD project is recommended for funding.

See Appendix 7 for a full list of all eligible LCA-TOD uses

Section 4: 2016 Schedule, Grant Requirements and Terms

2016 Schedule

In 2016, the Council will offer two competitive rounds of Pre-Development, Site Investigation, and Zoning Implementation funding:

Application Type	Month	Activity
LCDA-TOD Pre-Development	March 24	Notice of funding availability
	June 6	Round 1 applications due
	July 18 <i>(tentative)</i>	Community Development Committee recommends grant awards
	August 10 <i>(tentative)</i>	Metropolitan Council awards Round 1 grants
	September 2 <i>(tentative)</i>	Notice of funding availability
	November 1 <i>(tentative)</i>	Round 2 applications due
	November 21 <i>(tentative)</i>	Community Development Committee recommends grant awards
	December 14 <i>(tentative)</i>	Metropolitan Council awards Round 2 grants

2016 Grant Terms and Match Requirements

	LCDA-TOD Pre-Development And TBRA-TOD Site Investigation	LCDA- TOD Zoning Implementation
Local match	25%	25%
Grant terms	2 years	2 years
Term extensions	Not available	Not available
Award limits	\$100,000 per round, per city \$50,000 cap on request – Site Investigation	\$100,000 per round, per city
Number of applications	No more than 3, combined	

Section 5: Completing the LCA-TOD Pre-Development Application

Accessing the Application

The Council has a web-based management system for grant application, evaluation, and payment requests. WebGrants is entirely online and will cover nearly all phases of grants management across every Council grant program. The 2016 LCDA Pre-Development and Zoning Implementation application is only available through the WebGrants system. To begin the application process, visit <https://metro council grants.org/index.do>

If you are new to WebGrants, read the WebGrants User Guide first. The guide is available online at <http://www.metro council.org/METC/files/48/48307f04-f1b7-4269-868c-76b87a4d3258.pdf>

Each application requires a resolution of support from the City in which the TOD Project is located. Two resolutions are attached to the funding opportunity in WebGrants: one for applicants submitting only one TOD grant application in this round of funding and another for applicants submitting multiple applications. Applications for combined LCDA TOD and TBRA TOD funding count as one application. Applicants submitting more than one application must rank their applications according to their own priorities. Applications from counties, economic development authority or port authority for projects in an eligible community require a resolution of support from the county or authority. Resolutions are due within 30 days after submittal of the completed application in WebGrants. Resolutions can be uploaded through the “Attachments” application form within WebGrants.

For assistance with questions regarding application interpretation or assistance, contact:

Erin Heelan at (651) 602-1633 or erin.heelan@metc.state.mn.us

Section 6: Evaluation Process for TOD grants

Ranking Criteria for LCA TOD Pre-Development, Site Investigation, and Zoning Implementation Proposals

The evaluation process for pre-development and site investigation proposals will be conducted by a staff evaluation team. Pre-development and site investigation proposals will be scored on the degree to which the proposed activities will enhance the potential for a **future** development or redevelopment project to exemplify the goals of the LCA-TOD program.

LCDA-TOD Pre-Development, TOD Zoning Implementation and TBRA-TOD Site Investigation Threshold Criteria		
Transit-Oriented Development Design Features in the TOD Area		
<ul style="list-style-type: none"> The development project must be comply with an approved station area plan or small area plan that demonstrates the following TOD design features: Minimal building setbacks. Short blocks with pedestrian connections adjacent to the buildings. Optimal pedestrian convenience between station and other connecting transit. A range of housing densities, types and costs. Connections between housing, retail, employment centers and recreational uses Cycling and walking conveniences. Current and future employment opportunities within the TOD Area and within the connecting transit corridor/corridors. Conservation, protection, and enhancement of natural resources. Residential and commercial parking is limited, shared between uses, located to the rear of buildings, and/or is structured. 	Pass	Fail
Housing and Economic Diversity Considerations within the TOD Area		
City has adopted a policy/plan/guideline or other official local control to:		
Address both the preservation of existing subsidized and naturally occurring affordable housing units in the TOD Area and <ul style="list-style-type: none"> The addition of affordable housing units in the TOD Area. or <ul style="list-style-type: none"> The addition of higher-value housing in lower-income areas to achieve a mix of housing affordability. 	Pass	Fail
Address how the applicant will proactively and intentionally address gentrification.	Pass	Fail

Evaluation Criteria for LCDA-TOD Pre-Development and TBRA-TOD Site Investigation with an Identified Future Development Project		Possible Points
Applications will be evaluated on the degree to which the proposed activities will enhance the potential for an associated development or redevelopment project to:		
Transit Accessibility, Walkability, and Ridership		
<ul style="list-style-type: none"> Provide the opportunity for residents and/or employees in the TOD Area to live or work there without relying on an automobile to meet daily needs by using transit or walking; to reduce automobile ownership, vehicular traffic, and associated parking requirements that would otherwise be necessary to support a similar level of more traditional development. Provide ridership impact. 	15	
Housing		
<ul style="list-style-type: none"> Produce affordable and/or life-cycle housing. Assist the city in meeting its affordable and life-cycle housing goals. The proposal's ability to create or preserve a mix of housing affordability within the station area. 	15	
Jobs		
Create or preserve employment opportunities.	15	
TOD Design		
<ul style="list-style-type: none"> Potential for TOD design features to be included in final design/project implementation. Intensify future use of the site. 	15	
Partnerships and Readiness		
<ul style="list-style-type: none"> The potential for meaningful and appropriate public engagement in carrying out the activities funded by a TOD Pre-Development grant. Financial commitment for the pre-development and/or site investigation activities. Political commitment for the future development or redevelopment project. The extent to which the proposed project is ready and able to use the grant, if awarded, within the 24-month grant term. (Higher points will be given for more advanced projects on the pre-development continuum.) 	10	
TOD Model/Demonstration Value		
<ul style="list-style-type: none"> The project's demonstration value and potential to provide area-wide benefits. The ability of the proposed pre-development activities to evolve into a future development or redevelopment project that could be a model of TOD. 	15	
Catalyst		
<ul style="list-style-type: none"> The extent to which TOD funding-requested element will be a catalyst to implement the project of which it is a part. The extent to which the proposed development project will catalyze additional development and private investment to future project phases and/or to the immediate area. 	5	
Total	90	
Applications must score at least 54 of the total 90 available points (Continued on next page)		

Evaluation Criteria for LCDA-TOD Pre-Development and TBRA-TOD Site Investigation with an Identified Future Development Project		Possible Points
Housing Performance Score		
The applicant's Housing Performance Score will be converted from a 100 point scale to a 10 point scale. If a proposed project includes new affordable housing or if a significant amount of affordable housing is already located within the project site/area, the proposal will be held harmless by assigning the higher of the community's actual performance score or the average performance scores from all proposals being evaluated.		10
Overall Total		100

Evaluation Criteria for Pre-Development TOD Implementation Zoning Ordinances Applications	Possible Points
Applications will be evaluated on the degree to which the proposed activities will enhance the potential for the TOD Area to:	
Transit Accessibility, Walkability, and Ridership	
<ul style="list-style-type: none"> Provide the opportunity for residents and/or employees in the TOD Area to live or work there without relying on an automobile to meet daily needs by using transit or walking; to reduce automobile ownership, vehicular traffic, and associated parking requirements that would otherwise be necessary to support a similar level of more traditional development. Provide ridership impact. 	20
TOD Design	
<ul style="list-style-type: none"> Demonstrate TOD design features. Intensify future use of the site. 	25
Partnerships and Readiness	
<ul style="list-style-type: none"> The potential for meaningful and appropriate public engagement in carrying out the activities funded by an LCDA-TOD Pre-Development grant. Financial commitment for the pre-development and/or site investigation activities. Political commitment for the future development or redevelopment project. The extent to which the proposed project is ready and able to use the TOD grant, if awarded, within the 24-month grant term. (Higher points will be given for more advanced projects on the predevelopment continuum.) 	15
TOD Model/Demonstration Value	
The ability of the proposed pre-development activities to evolve into a future development or redevelopment project that could be a model of TOD, highlighting TOD design features.	20
Catalyst	
<ul style="list-style-type: none"> The extent to which TOD funding-requested element(s) will be a catalyst to implement the project of which it is a part. The extent to which the proposed project will catalyze additional development and private investment to future project phases and/or to the immediate area. 	10
Total	
	90
Applications must score at least 54 of the 90 available points	
Housing Performance Score	
The applicant's Housing Performance Score will be converted from a 100 point scale to a 10 point scale. If a proposed project includes new affordable housing or if a significant amount of affordable housing is already located within the project site/area, the proposal will be held harmless by assigning the higher of the community's actual performance score or the average performance scores from all proposals being evaluated.	10
Overall Total	
	100

Key considerations for a successful LCDA TOD Pre-Development or Zoning Implementation application

1. Not every good future development or redevelopment project or zoning implementation consideration is a good subject for a LCA TOD Pre-Development or Zoning Implementation grant. To qualify for funds and score competitively, the application must make it clear **how the project will address statutory and Thrive LCA goals**, which are:
 - interrelating development or redevelopment and transit;
 - interrelating affordable housing and employment growth areas;
 - intensifying land use that leads to more compact development or redevelopment;
 - involving development or redeveloping that mixes incomes of residents in housing, including introducing or reintroducing higher value housing in lower income areas to achieve a mix of housing opportunities; and/or
 - encouraging public infrastructure investments which connect urban neighborhoods and suburban communities, attract private sector development investment in commercial and residential properties adjacent to the public improvement, and provide project area residents with expanded opportunities for private sector employment.
2. The application is designed to focus on a specific future development or redevelopment project that exemplifies LCA goals. As the program name implies, the future development or redevelopment project needs to pursue an end result that can be demonstrated or replicated elsewhere in the region. Examples include: Will the project utilize an innovative collaboration? Is it sited in a unique way? Is there some element of the project's funding, implementation or design that hasn't been done locally? Can some quality, element, or portion of this project serve as an example elsewhere in the region? Fully address the appropriate questions within the application to claim the benefit of these elements.
3. When filling out the grant application, is it important to distinguish between the future development project and its constituent grant-funded activities. The future development project is the development or redevelopment work that through its design and execution will deliver benefits such as housing, connections, and/or jobs to the region. The activities for which grant funds are requested are conducted **in support of** the overall project and must be completed during the grant term.

Note that unless otherwise instructed, your answers should pertain **only** to the project that will be catalyzed by the Pre-Development project.

4. For important TOD specific criteria for projects seeking LCA-TOD funding and each of the demonstration categories please refer to the Handbook for Transit –Oriented Development Grants:<http://metro council.org/Communities/Services/Livable-Communities-Grants/Transit-Oriented-Development.aspx>
5. Livable Communities staff will review submittals to ensure all required elements have been received. Incomplete applications may be disqualified.

Section 8: Reporting Requirements

Grantees are required to submit periodic progress reports. The detail supplied with payment requests comprises the bulk of the progress reports, which are augmented with semi-annual reports. A final progress report is required with the last payment request. When a grant is closed, the grantee's chief financial officer is required to certify to the appropriate expenditure of grant funds.

Grantees that have not fully implemented the required threshold criteria must also report regularly on their progress towards doing so.

Recipients of LCDA-TOD Pre-Development grants must supply a copy of the final work product funded by the grant award.

Section 9: Appendices

Appendix 1: Using Make-a-Map

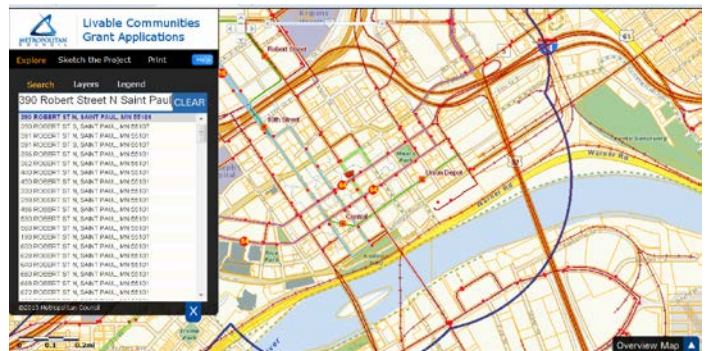
Livable Communities is excited to announce the release of an updated Make-a-Map tool, which has been customized for LCA Grants. To access Make-a-Map, follow this link:

<http://giswebsite.metc.state.mn.us/publicmaps/lca>

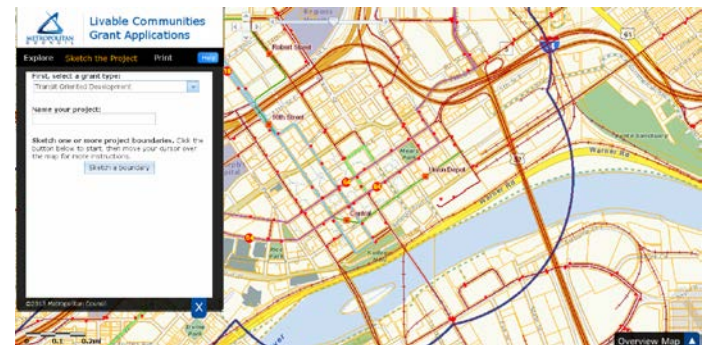
How Create the Required Maps for LCDA and LCA-TOD

NOTE: the required 40-scale site plan for LCA-TOD design workshops will need to be generated by the applicant outside of the Make-a-Map application.

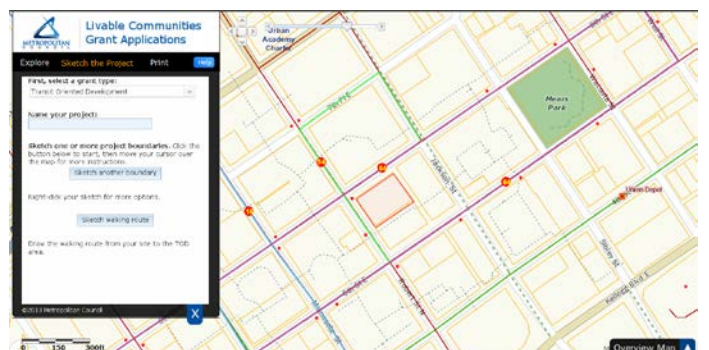
1. Enter an address or landmark in the search bar to navigate to your project area.



2. Click “Sketch the Project” and select the appropriate grant category, either Livable Communities Demonstration Account or Transit Oriented Development. Provide a name for your project.



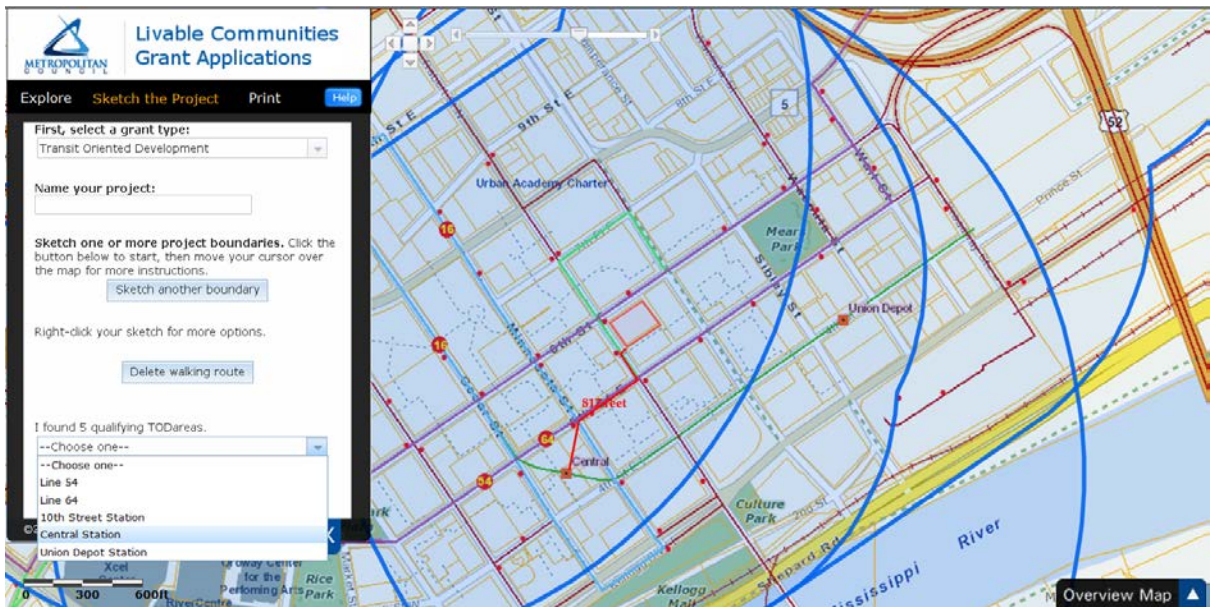
3. You may use the zoom and pan buttons to navigate to your project site. Click “Sketch a Boundary” and, using the crosshair as a guide, draw the project boundary. A gray polygon with a red outline will begin to appear. Once you have finished outlining the boundary, double click to close the polygon. If there are multiple, non-contiguous parcels that are part of your Project, you have the option of sketching another boundary.



4. Click “Sketch walking route” and draw the most direct walking route between the project site and the TOD station. Only draw the walking route along publically-accessible

(privately or publically-owned) paths, plazas, or other pedestrian areas. Do not draw the route across parking lots.

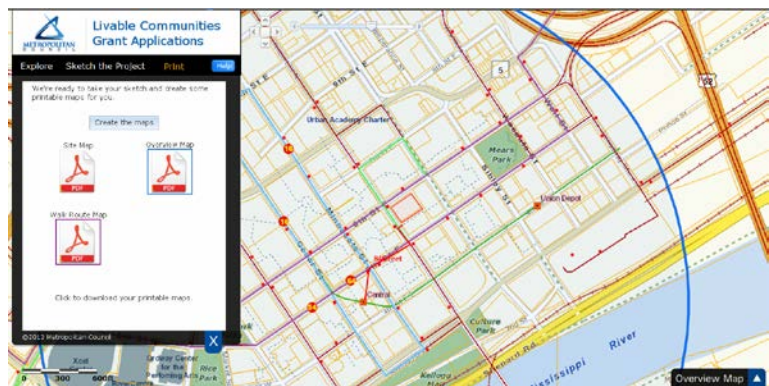
5. Double click to terminate the walking route. A linear distance is automatically calculated, and depending on the number of stations available within ½-mile of the project, several station areas may appear. Click the drop-down menu and select the Named TOD-Eligible Station for your project.



6. Select “Print” and “Create the maps.” The system will generate two maps for LCDA and three maps for LCA-TOD. Please be patient – depending on your connection, it can take up to one minute to generate the maps.

7. Click each PDF to download them separately.

If you have any questions about using Make-a-Map, consult the Make-a-Map help section or contact LCA staff.



Appendix 2: Submittal instructions and required attachments

Applications and all attachments must be submitted by 5pm on Monday, June 6th (Round 1) or Monday, October 31st (Round 2). No late submittals will be accepted. Convert all attachments to PDF. There is no file size limit for attachments in WebGrants. Access WebGrants online at: <https://metro councilgrants.org/index.do>

For assistance with questions regarding application interpretation or assistance, contact:

Erin Heelan
(651) 602-1633
erin.heelan@metc.state.mn.us

TOD-Required Attachments (LCDA-TOD Pre-Development)

The following attachments are required for LCDA-TOD Pre-development, in compressed PDF format:

- Parcel Map (from Make-a-Map)
- Aerial view (from Make-a-Map)
- Overview map (from Make-a-Map)
- Walk route map (from Make-a-Map)
- Site Plan

The Site Plan must:

- Show the Project site in detail and how it relates to the Named TOD Area showing the location of all requested elements and all proposed TOD Project construction. Note: any references to TOD Project elements within the narrative must be illustrated on the site plan. For example, if a trailhead is mentioned in the narrative, the trailhead must be shown on the site plan. If rain gardens are being requested as a grant-funded activity, the location of each rain garden must be shown on the site plan.
- Include the following basic elements: scale bar, north arrow, and a title block listing the name of the project.
- Include the following naming convention: "Site plan – [TOD Project name]" and present it in PDF.
- Resolution of Local Support
NOTE: See Appendix X for projects involving a city only; See Appendix X for an application submitted by a county – a joint county-city resolution is required. The appropriate resolution may be submitted with the application or within 30 days after the application due date.
Name the resolution "Resolution – [TOD Project name]" for a single application and "Resolution – City of XXXXX" if you are submitting more than one application.
- Elevation.
Name the PDF file "Elevation – [TOD Project name]."
- If completed, a station area/small area plan, adopted by the City.
Name the Excel file "Sources & Uses – [TOD Project name]."

Other Attachments

- Up to 5 additional, one-page renderings (perspectives, sections, diagrams, photos, etc.)

When all sections have been completed, review your application for accuracy and click "submit." You will not be allowed to make any changes once the application has been submitted to the Council.

Appendix 3: Applicant Resources

Transit-Oriented Development

U.S. Department of Housing and Urban Development

http://www.hud.gov/offices/cpd/about/conplan/pdf/Fostering_Equitable_and_Sustainable_TOD.pdf

Urban Land Institute: Ten Principles for Successful Development Around Transit,

[www.uli.org/ResearchAndPublications/Reports/~media/Documents/ResearchAndPublications/Reports/ Ten Principles/TP_DevTransit.ashx](http://www.uli.org/ResearchAndPublications/Reports/~media/Documents/ResearchAndPublications/Reports/TenPrinciples/TP_DevTransit.ashx)

Reconnecting America, Center for Transit-Oriented Development,

www.reconnectingamerica.org/public/reports

“What Does Density Look Like?”

http://www.minneapolismn.gov/www/groups/public/@cped/documents/webcontent/convert_266012.pdf

Saint Paul Transit-Oriented Development Guidebook for the Central Corridor

<http://www.stpaul.gov/DocumentCenter/Home/View/19527>

Transit Corridors

Regional Transportation: <http://www.metrocouncil.org/transportation/transportation.htm>

METRO Green Line: <http://www.metrocouncil.org/Transportation/Projects/Current-Projects/Central-Corridor.aspx>

METRO Blue Line: <http://www.metrotransit.org/metro-blue-line>

METRO Red Line: <http://www.metrotransit.org/metro-red-line>

Northstar Commuter Rail: <http://www.metrotransit.org/northstar>

METRO Green Line Extension: <http://www.metrocouncil.org/Transportation/Projects/Current-Projects/Southwest-LRT.aspx>

METRO Blue Line Extension: <http://www.metrocouncil.org/Transportation/Projects/Future-Projects/Bottineau-Transitway.aspx>

A Line Arterial BRT: <http://www.metrotransit.org/snelling-BRT>

Active Living and Complete Streets

Active Living Hennepin Communities: www.hennepin.us/activeliving

Active Design Guidelines: <http://www1.nyc.gov/site/ddc/about/active-design.page>

Minnesota Complete Streets Coalition: www.mncompletestreets.org/

Soil Vapor Mitigation

[Risk-Based Guidance for the Vapor Intrusion Pathway: http://www.pca.state.mn.us/index.php/view-document.html?gid=3162](http://www.pca.state.mn.us/index.php/view-document.html?gid=3162)

Appendix 4: Required Resolution from Applicants with a Single Application

RESOLUTION NO. ____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES TRANSIT ORIENTED DEVELOPMENT FUNDING AND AUTHORIZING AN APPLICATION FOR GRANT FUNDS

WHEREAS the City of _____ is a participant in the Metropolitan Livable Communities Act (“LCA”) Local Housing Incentives Program for 2016 as determined by the Metropolitan Council, and is therefore eligible to apply for LCA Livable Communities Demonstration Account and Tax Base Revitalization Account Transit Oriented Development (collectively, “TOD”) funds; and

WHEREAS the City has identified a proposed project within the City that meets TOD purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council’s adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to adequately manage an LCA-TOD grant ;

and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City acknowledges TOD grants are intended to fund projects or project components that can serve as models, examples or prototypes for TOD development or redevelopment elsewhere in the Region, and therefore represents that the proposed project or key components of the proposed project can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council’s Livable Communities TOD initiative during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of TOD grant funding.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and due consideration, the governing body of the City:

1. Finds that it is in the best interests of the City’s development goals and priorities for the proposed TOD Project to occur at this particular site and at this particular time.
2. Finds that the TOD Project component(s) for which Livable Communities TOD funding is sought:
 - (a) will not occur solely through private or other public investment within the reasonably foreseeable future; and
 - (b) will occur within the term of the grant award (two years for Pre-Development grants, and three years for Development grants, one year for Cleanup Site Investigation grants and three years for Cleanup grants) only if Livable Communities TOD funding is made available for this project at this time.
3. Authorizes its _____ to submit on behalf of the City an application for Metropolitan Council Livable Communities TOD grant funds for the TOD Project component(s) identified in the application, and to execute such agreements as may be necessary to implement the TOD Project on behalf of the City.

Adopted this __ day of _____, 2016.

Mayor

Clerk

Appendix 5: Required Resolution for Applicants with Multiple Applications

RESOLUTION NO. _____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES
TRANSIT ORIENTED DEVELOPMENT FUNDING AND AUTHORIZING
APPLICATIONS FOR GRANT FUNDS

WHEREAS the City of _____ is a participant in the Metropolitan Livable Communities Act (“LCA”) Local Housing Incentives Program for 2016 as determined by the Metropolitan Council, and is therefore eligible to apply for LCA Livable Communities Demonstration Account and Tax Base Revitalization Account Transit Oriented Development (collectively, “TOD”) funds; and

WHEREAS the City has identified proposed projects within the City that meet TOD purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council’s adopted metropolitan development guide; and

WHEREAS the City has the institutional, managerial and financial capability to adequately manage an LCA-TOD grant; and

WHEREAS the City certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the City acknowledges Livable Communities TOD grants are intended to fund projects or project components that can serve as models, examples or prototypes for TOD development or redevelopment elsewhere in the Region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council’s Livable Communities TOD initiative during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of TOD grant funding; and

WHEREAS cities may submit grant applications for up to three TOD Demonstration Account projects and up to six TOD Tax Base Revitalization Account during each funding cycle, but, using the city’s own internal ranking processes, must rank their projects by priority so the Metropolitan Council may consider those priority rankings as it reviews applications and makes grant awards.

NOW THEREFORE BE IT RESOLVED that, after appropriate examination and consideration, the governing body of the City:

1. Finds that it is in the best interests of the City’s development goals and priorities for the proposed projects to occur at the sites indicated in the grant applications at this particular time.
2. Finds that the TOD Project components for which Livable Communities TOD funding is sought:
 - (a) will not occur solely through private or other public investment within the reasonably foreseeable future; and
 - (b) will occur within the term of the grant award (two years for Pre-Development grants, and three years for Development grants, one year for Cleanup Site Investigation grants and three years for Cleanup grants) only if Livable Communities TOD funding is made available for these projects at this time.

3. Ranks the TOD Project funding applications, according to the City's own internal priorities, in the following order: (List grant applications here; the total number of Development (including combined Development and Cleanup) and Pre- Development grant applications from the City cannot exceed three. Funding requests for both TBRA and LCDA grant funds listed in the same application will be counted as one application for purposes of the limit of numbers of applications.)

Priority	LCA_TOD Project Names	Grant amount requested
1		
2		
3		

4. Authorizes its _____ to submit on behalf of the City applications for Metropolitan Council Livable Communities TOD grant funds for the TOD Project components identified in the applications, and to execute such agreements as may be necessary to implement the projects on behalf of the City.

Adopted this ___ day of _____, 2016.

Mayor

Clerk

Appendix 6: Sample Resolution for County/EDA/Port Authority Applicants

RESOLUTION NO. _____

COUNTY OF _____, MINNESOTA

RESOLUTION IDENTIFYING THE NEED FOR LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT FUNDING AND AUTHORIZING APPLICATIONS FOR GRANT FUNDS

WHEREAS the County/EDA/Port Authority of _____ is eligible to apply for Livable Communities Demonstration Account funds on behalf of cities participating in the Livable Communities Act's Housing Incentives Program for 2016 as determined by the Metropolitan Council; and

WHEREAS the County/EDA/Port Authority has identified proposed projects within the City of _____ that meet the Demonstration Account's purposes and criteria and are consistent with and promote the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

WHEREAS the County/EDA/Port Authority has the institutional, managerial and financial capability to ensure adequate project administration; and

WHEREAS the County/EDA/Port Authority certifies that it will comply with all applicable laws and regulations as stated in the grant agreement; and

WHEREAS the County/EDA/Port Authority agrees to act as legal sponsor for the projects contained in the grant applications submitted on _____, 2016;

WHEREAS the County/EDA/Port Authority acknowledges Livable Communities Demonstration Account grants are intended to fund projects or project components that can serve as models, examples or prototypes for development or redevelopment projects elsewhere in the region, and therefore represents that the proposed projects or key components of the proposed projects can be replicated in other metropolitan-area communities; and

WHEREAS only a limited amount of grant funding is available through the Metropolitan Council's Livable Communities Demonstration Account during each funding cycle and the Metropolitan Council has determined it is appropriate to allocate those scarce grant funds only to eligible projects that would not occur without the availability of Demonstration Account grant funding.

THEREFORE, the County/EDA/Port Authority of _____ authorizes its' Executive Director to submit an application for Metropolitan Council Livable Communities Demonstration Account grant funds for the project components identified in the application, and to execute such agreements as may be necessary to implement the projects on behalf of the City of _____, where the project is located.

Adopted this ____ day of _____, 2016.

Executive Director

Appendix 6a: Required Resolution for Counties, EDAs, or Port Authorities

RESOLUTION NO. _____

CITY OF _____, MINNESOTA

RESOLUTION IDENTIFYING SUPPORT OF AN APPLICATION FOR A LIVABLE COMMUNITIES DEMONSTRATION ACCOUNT (LCDA) GRANT SUBMITTED ON BEHALF OF A COUNTY, EDA OR PORT AUTHORITY.

As a participant in the Metropolitan Council's Livable Communities Local Housing Incentives Account program, the city of _____ (name of city or township) supports the application, and any resulting funding award, for the _____ (project name) being submitted by the _____ (name of eligible county/EDA/Port Authority).

Adopted this ____ day of _____, 2016.

Appendix 7: LCA-TOD Eligible Items-Quick Reference Guide

LCA-TOD Grant Program	LCA TOD Pre-Development			LCA TOD Development and Cleanup	
	LCDA-TOD Pre-Development	LCDA-TOD Zoning Implementation	TBRA-TOD Site Investigation	TBRA-TOD Cleanup	LCDA-TOD Development
Grant-Funded Activities					
Architectural work to generate site plans or development staging plans	X				
Design workshops for development alternatives	X				
Financial analysis of development scenarios	X				
Market study	X				
Appraisal	X				
Project-specific stormwater management plans	X				
Soil testing to determine feasible soil correction and/or structural limits for site (not environmental testing)			X		
Environmental, fiscal, traffic, or gentrification impact analysis	X				
Creation of TOD zoning ordinances		X			
Land acquisition after the date of award					X
Land acquisition up to 12 months prior to application due date (see Application Guide)					X
Holding costs					X
Geotechnical work					X
Conducting Phase I & Phase II environmental site assessments			X	X	
Preparation of RAPs or DRAPs			X	X	
Preparation of asbestos abatement plans that meet AHERA standards			X	X	
Preparation of lead-based paint abatement plans			X	X	
Lead-based paint removal or stabilization				X	
Asbestos and/or lead-based paint abatement or encapsulation				X	
Demolition and removal of obsolete structures (TBRA: contaminated areas only, as necessary to access contamination ONLY; LCDA: non-contaminated areas only)			X	X	X
Grading and soil correction (TBRA: contaminated areas only; LCDA: non-contaminated areas)				X	X
Excavation, transportation, disposal fees for removal of contaminated soil, backfill and grading of clean soil				X	
Soil vapor mitigation				X	
Costs to document environmental monitoring systems or successful implementation of a RAP (e.g., technical writing)			X	X	
New or realigned streets, including lighting and signage; sidewalks and benches					X
Public-use or shared-use parking structures					X
Extensions/modifications of local public sewer, water or telecommunication lines					X
Public connecting elements, including sidewalks and trails that connect to transit and other surrounding public places					X
Site-integrated transit shelters, permanent bike racks, or bridges					X
Stormwater management improvements					X
Placemaking functional elements					X
Design and engineering for LCDA Development TOD eligible items					X
Energy efficiency installations such as photovoltaic solar panels, geothermal pumps, wind turbines, or fuel cells					X
Project coordination					X

Appendix 8: Definition of terms

This grant category uses some terms that are specific to the category and may have other meanings elsewhere. For the purposes of the application and evaluation of LCA-TOD Pre-Development and Zoning Implementation grant category, the following definitions apply:

- **Transit Oriented Development (TOD)** refers to residential and commercial centers designed to maximize access by transit and non-motorized transportation, and with other features to encourage transit ridership. A TOD neighborhood has a center with a rail or bus station, surrounded by relatively high-density development, with progressively lower-density spreading outwards.
- The **Future Development Project** is the development or redevelopment project that provides the deliverables upon which the grant application is scored. The grant-funded activities do not comprise the project. All applicants seeking funding from the LCDA-TOD Pre-Development and TBRA-TOD Site Investigation categories must be able to confirm that the proposal:
 - will be located on specific, identified parcel(s)
 - has an identified development program of uses (housing units, retail, office, institutional, etc.).
 - includes a developer or development team that will lead the project
 - is within a LCA TOD-eligible area
- The **Grant-Funded Activities** are components of the TOD Project described in the application for which funding is awarded (i.e., street construction, site acquisition, lead-based paint abatement or the acquisition of a site for a future development delivering these same benefits).
- **Affordable Housing** is ownership or rental housing affordable to households earning 80% or less of Area Median Income (AMI). All Livable Communities Act affordable housing grant applications that include affordable housing must have a minimum 15-year affordability term, and a mechanism to ensure affordability for that term, to be considered as affordable.
- A **Living Wage** is 130% of the poverty guideline for a family of four within the 48 contiguous states established annually by the U. S. Department of Health and Human Services. The living wage threshold for 2016 is \$31,590.
- **Areas of Concentrated Poverty** are those in which 20% or more of the residents are living in poverty
- **Equitable Development** creates healthy vibrant communities of opportunity where low income people, people of color, new immigrants and people with disabilities participate in and benefit from systems decisions, and activities that shape their neighborhoods.

Appendix 9: TOD Project Requirements

All of the following are required to comprise an eligible TOD Project Pre-Development Applications:

- The applicant must be able to identify a future development project, as defined in the “Definition of Terms” section.
- The TOD future development project must involve new development, rehabilitation, redevelopment or infill development addressing the program goals or the acquisition or preparation of a site for future development addressing those same goals. TOD projects involving rehabilitation are eligible if they have other components that address one or more of the program goals.
- The TOD future development project must be located within a Council-identified TOD area, Regional park land is ineligible.
- Grant-funded activities for LCDA–TOD Pre-Development and Zoning Implementation projects must be *completed* by December 31, 2017.
- The LCDA TOD Pre-Development or Zoning Implementation project, and their future development project must be consistent or be made consistent with the local comprehensive plan that has been reviewed by the Council as well as being consistent with any area, neighborhood, corridor or other local plan adopted by the municipality in which the TOD project is located.
- The future development project must be in compliance with an approved station area plan or small area plan that will be in place within one year of completion of preliminary engineering for the station’s transit line, that demonstrates the following TOD design features.*
 - minimal building setbacks,
 - short blocks with pedestrian connections adjacent to the buildings,
 - optimal pedestrian convenience between Station and other connecting transit,
 - a range of housing densities, types and costs,
 - connections between housing, retail, employment centers and recreational uses,
 - cycling and walking conveniences,
 - current and future employment opportunities within the TOD Area and within the connecting transit corridor/corridors,
 - conservation, protection, and enhancement of natural resources, and
 - residential and commercial parking is limited, shared between uses, located to the rear of buildings, and/or is structured.

**This threshold criterion DOES NOT apply to Pre-Development requests involving the creation of TOD implementation zoning ordinances.*

- If housing is planned, the TOD future development project must help achieve one or more of the affordable and lifecycle housing goals adopted by the applicant city (or the city in which the TOD project is located if the applicant is a county or county development authority) under the Local Housing Incentives program of the Livable Communities Act.



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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Presentation C3
Attachment	Supporting Documents
Submitted By	Ryan Johnson, Environmental Specialist

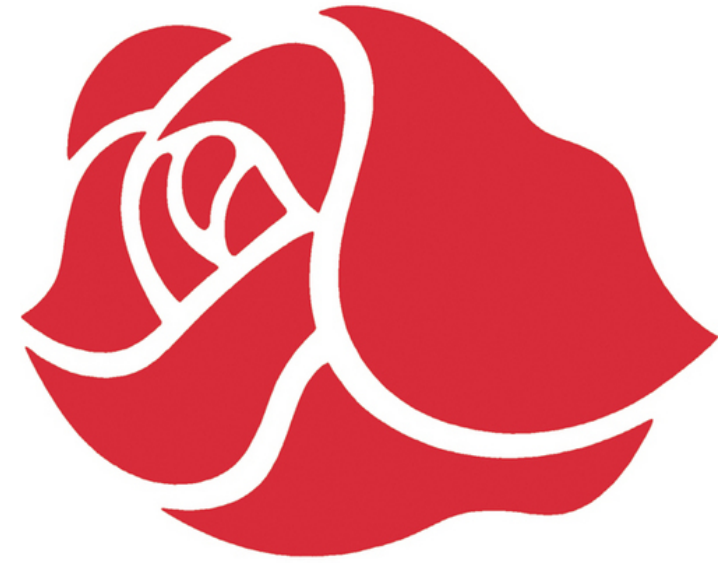
Item	Comprehensive Surface Water Management Plan (CSWMP) 2017 Update Presentation
Description	<p>The City of Falcon Heights is starting to make updates to its CSWMP. In the past, these plans were due within 2 years of a Watershed District plan update. Recent legislation changed the timeline to coincide with City’s Comprehensive Plans. Staff will brief the Council on the plan update. The goal of the CSWMP is to provide guidance for conserving, protecting, and managing local water resources.</p> <p>The City of Roseville recently hired Short Eliot Hendrickson (SEH) to updates its CSWMP. Since the City of Roseville and City of Falcon Heights have similar plans and share watersheds, staff requested SEH provide a cost to update Falcon Heights CSWMP. Since some meetings can be shared there will be some cost savings to use SEH to update the CSWMP.</p>
Budget Impact	The estimated cost of the SEH proposal is \$16,000. There are available Money through the Storm Sewer Fund.
Attachment	<ul style="list-style-type: none"> • Power Point Presentation Slides • 2008 CSWMP Document • SEH Proposal • Project Schedule • Draft Survey Questions
Action(s) Requested	Staff would recommend accepting the attached SEH Proposal.

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Comprehensive Surface Water Management Plan

FALCON HEIGHTS CITY COUNCIL MEETING

OCTOBER 12, 2016



CSWMP Overview

Develop a comprehensive planning document to guide the City in conserving, protecting and managing it's local water resources

Section 1: **Executive Summary**

Section 2: **Introduction**

Section 3: **Land and Water Resources Inventory**- Describes the physical environment including precipitation, topography, geology, groundwater, soils, surface water resources and land use within the City.

Section 4: **Regulatory Agencies**- A list of the agencies having roles in the management of surface water resources.

Section 5: **Water Resource Management Agreements**- Describes the ownership and maintenance responsibility for all of the storm sewer facilities within the City of Falcon Heights.

Section 6: **Assessment**- Provides an assessment of the existing controls and watersheds in the City and issues related to each area.

Section 7: **Policies and Goals**- A list of the Capitol Region Watershed District goals and policies adopted by the City of Falcon Heights.

Section 8: **Implementation Program**- Describes the City's intent to implement capital improvements in cooperation with the Watershed Districts.

Section 9: **Administration**- Describes the processes to update this plan.

Reason for Plan Update

Minnesota Rules were updated in July of 2015 and now require that:

- Must be revised once every ten years
- Aligned with Comprehensive Plan schedule
- Must adopt the plan between January 1, 2017 and December 31, 2018.

Previous Versions of the City's Surface Water Management Plan:

- Original Plan – 2008

Background/Scope of Work

1. Coordination with City Staff and Reviewing Agencies
2. Understand the City's Current Surface Water Management Plan
3. Facilitation of an Effective and Meaningful Public Involvement Process
4. Goal Setting, Policies, Implementation Plan and Priorities
5. Development of Draft and Final Plan Document Deliverables
6. Follow-Through on Approvals

2017 CSWMP Update

Plan Update focus

- New/innovative implementation ideas
- Update goals and policies and issues assessment
- New issues/Issues Assessment Map
- Resolved Issues Section
- Education & Outreach
- Alignment with 2 Watershed Districts
- Inclusion of TMDL's

Current CSWMP Implementation Plan: Section 8

Year	Project/ Program	Amount
2009	City Hall Parking Lot Reconstruction	\$100,000
2010	Curtiss Field Pond Drainage review	\$15,000
2012	Pascal Street Drainage Review	\$15,000
Annually	Drainage/ Curb and Gutter Maintenance	\$16,000-\$17,000
Annually	Streetsweeping	\$18,000
Annually	Storm sewer structure repairs	\$2,500

2017 CSWMP Update

Public Input Process

- Electronic Survey
- Public open house coordination with Comprehensive Plan update process

Public Involvement

Water Clarity



Filamentous algae



Watermilfoil



Shoreline Buffers



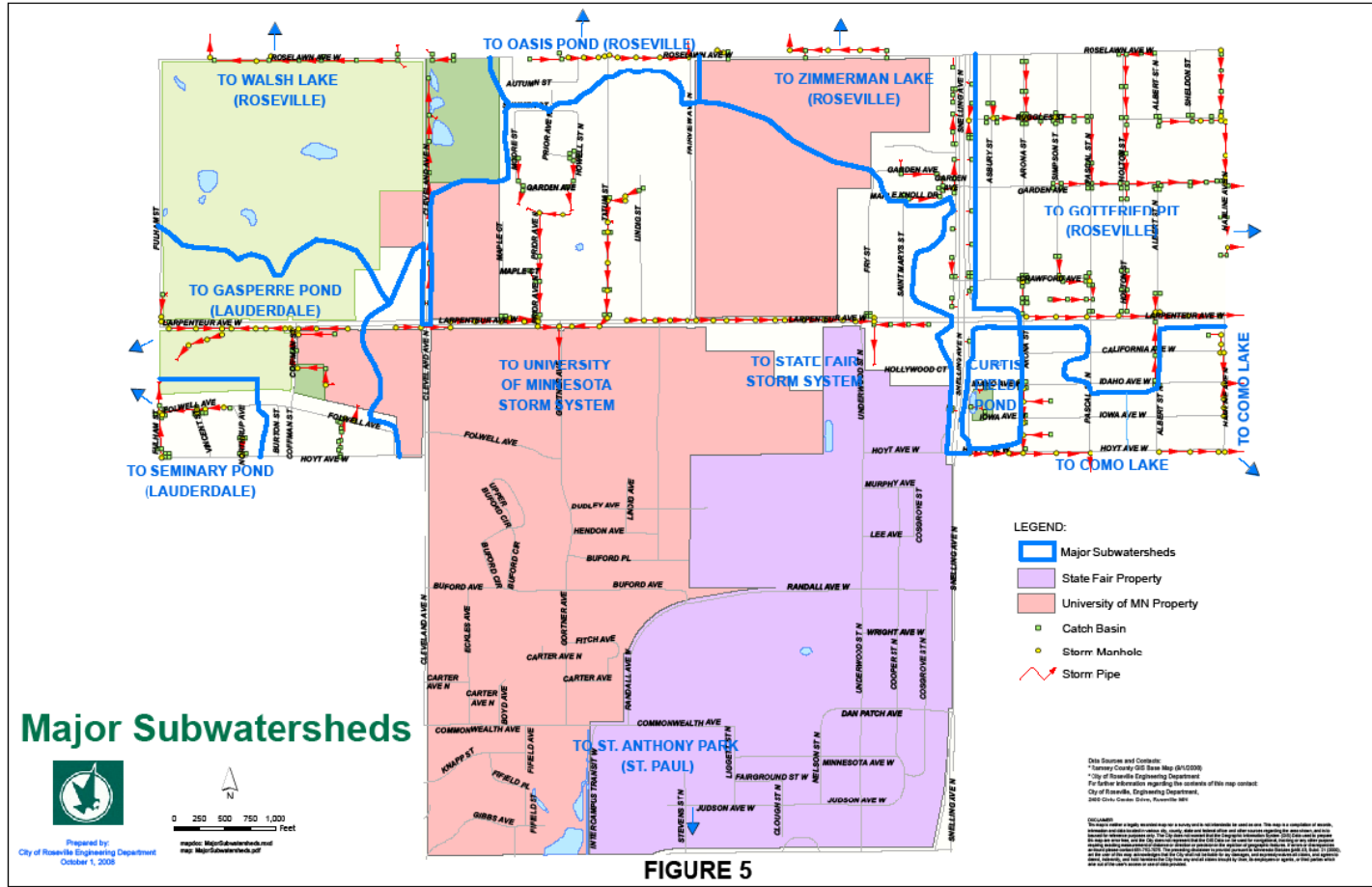
Coontail



Curly-leaf pondweed



CSWMP Update



CSWMP Update

1. Prepare clear and concise static maps and graphics
2. Update background narrative content and data summary tables
3. Deliver progress drafts for staff and public comments
4. Compile and address staff and public comments

Draft Schedule

PWETC Meeting #1	August 23 rd
TAP Meeting #1	TBD
TAP Meeting #2	TBD
PWETC Meeting #2	October 25 th
Draft Plan #1	Early January
PWETC Meeting #3	January 24 th
Draft Plan #2	Late January
TAP Meeting #3	TBD
Agency Review Draft	Mid-February
Agency Approvals	Apr-17
Council Adopts Plan	May-17

Questions

Ryan Johnson
Environmental Specialist

651-792-7049

Ryan.Johnson@cityofroseville.com



Como Lake
August 2013

Plan Update: Task 3 Goal Setting, Policies, Implementation Plan Priorities

1. Facilitate the establishment of goals and policies based feedback from public, agencies, and staff. Build off Roseville process.
2. Identify and prioritize drainage and water quality issues - meeting with City staff
3. Develop specific implementation activities aligned with goals and policies to address identified issues
4. Prepare for and Attend one City Commission Meeting to review draft plan
5. Establish performance measure, estimated costs/resources, and potential financing mechanisms for implementation activities

Current CSWMP Goals: Section 7

1. Coordinate with the CRWD and RCWD to pursue partnerships to provide effective, efficient and consistent water management activities
2. Utilize long-term planning, education and partnerships to minimize capital expenditures to address water resource management issues.
3. The City of Falcon Heights will work to manage water bodies consistent with CRWD and other regulatory agencies.
4. Reduce non-point source pollution loads to City water bodies.
5. Require retrofitting of existing stormwater management facilities and BMPs where necessary to achieve the CRWD's water quality standards.
6. Preserve existing flood levels on City water bodies at or below the 100-year flood elevations.
7. Reduce runoff rates to levels that allow for stable conveyance of flow throughout the water resources of the City.
8. Coordinate wetlands management with CRWD and RCWD standards and requirements.

Current CSWMP Goals: Section 7 (Con't)

9. Protect groundwater resources and recharge areas consistent with the responsibilities identified in the Ramsey County Groundwater Quality Protection Plan.
10. Encourage the infiltration of properly treated surface water into the groundwater system, where appropriate.
11. Cooperate and coordinate with the CRWD to implement 'Major Area VI – Stewardship' of the CRWD Water Resources Management Plan.

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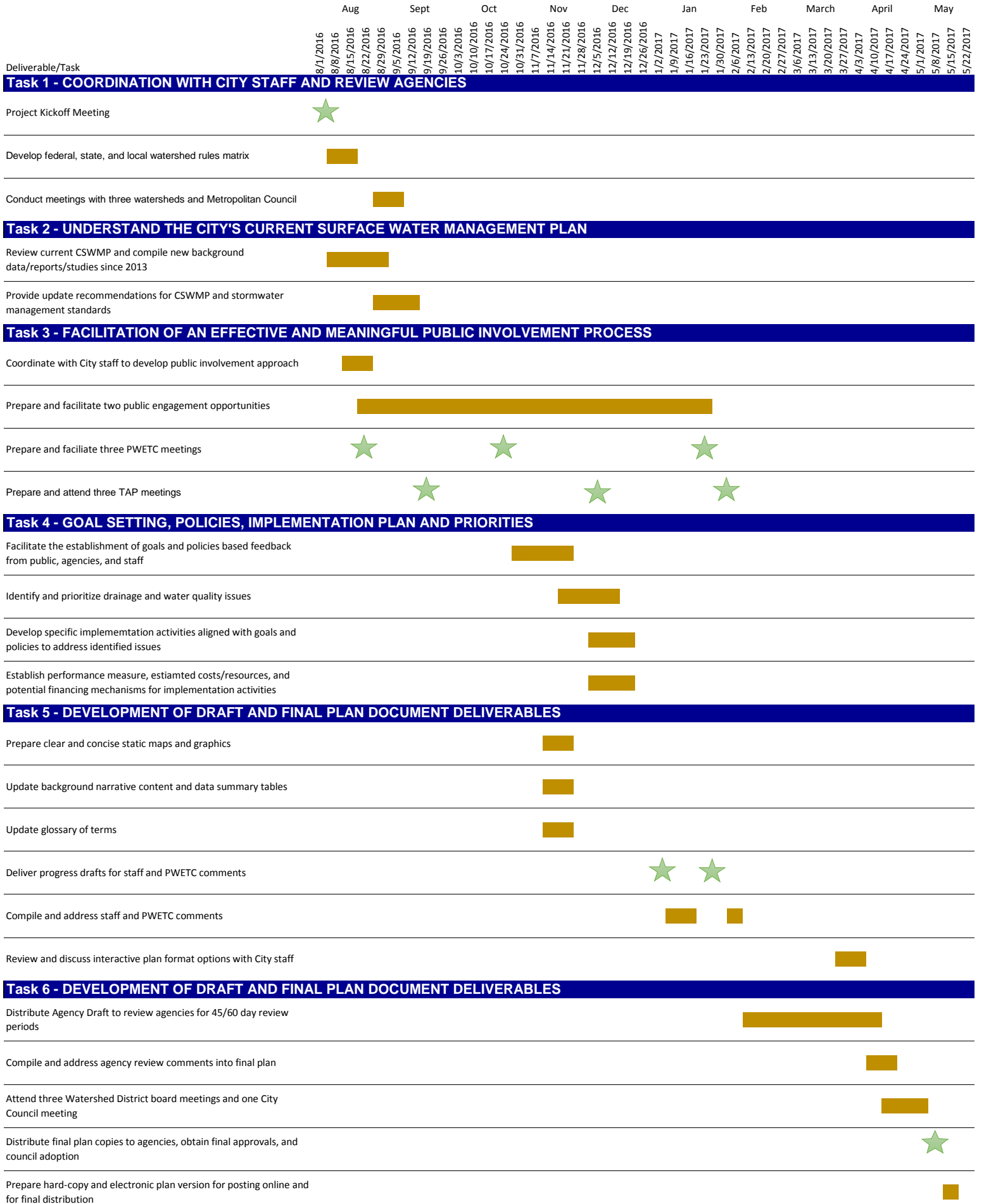
Exhibit A - Amendment 1

City of Falcon Heights, Minnesota
Comprehensive Surface Water Management Plan Update
Estimated Hours and Project Costs



Project Tasks / Work Items		Total Staff Hours	Estimated Task Fee
Task 1 - COORDINATION WITH CITY STAFF AND REVIEW AGENCIES			\$ 1,120
1	Project Kickoff Meeting	0	
2	Develop federal, state, and local watershed rules matrix	9	
Task 2 - UNDERSTAND THE CITY'S CURRENT SURFACE WATER MANAGEMENT PLAN			\$ 2,240
1	Review current CSWMP and compile new background data/reports/studies since 2013	9	
2	Provide update recommendations for CSWMP and stormwater management standards	9	
Task 3 - GOAL SETTING, POLICIES, IMPLEMENTATION PLAN AND PRIORITIES			\$ 5,340
1	Facilitate the establishment of goals and policies based feedback from public, agencies, and staff. Build off Roseville process.	8	
2	Identify and prioritize drainage and water quality issues - meeting with City staff	8	
3	Develop specific implementation activities aligned with goals and policies to address identified issues	10	
4	Prepare for and Attend one City Commission Meeting to review draft plan	8	
5	Establish performance measure, estimated costs/resources, and potential financing mechanisms for implementation activities	8	
Task 4 - DEVELOPMENT OF DRAFT AND FINAL PLAN DOCUMENT DELIVERABLES			\$ 4,260
1	Prepare clear and concise static maps and graphics	24	
2	Update background narrative content and data summary tables	8	
3	Deliver progress drafts for staff and public comments	1	
4	Compile and address staff and public comments	4	
Task 5 - FOLLOW-THROUGH ON APPROVALS			\$ 2,880
1	Distribute Agency Draft to review agencies for 45/60 day review periods	2	
2	Compile and address agency review comments into final plan	12	
3	Distribute final plan copies to agencies, obtain final approvals, and council adoption	4	
4	Prepare hard-copy and electronic plan version for posting online and for final distribution	8	
Estimated Total Hours		132	
Total Labor			\$ 15,840
Total Expenses			\$ 160
Estimated Total Labor and Expenses			\$16,000

2016 CSWMP Update Timeline



The purpose of this survey is to receive input from the public regarding an update to the City's Comprehensive Surface Water Management Plan (CSWMP). The City is currently updating the plans to align with local, state and federal goals and policies and to meet the City's water resources goals. These plans are generally updated every 10 years to establish the overall goals and policies the City will follow and to identify high priority activities and projects to incorporate into the plans. Therefore, we'd like your input on a range of water resources topics addressed in the Plans, including lake water quality goals, localized flooding, and wetland management.

1. Select the description that best describes you:
 - Resident
 - Lakeshore resident
 - Developer
 - Roseville business owner or representative
 - Advisory Commission Member
 - Elected Official

2. Please select what you feel should be the top three priorities in terms of water resources management for the City of Roseville.
 - Flooding/Drainage
 - Lake/Surface water quality
 - Wetland protection
 - Groundwater protection
 - Erosion control
 - Sustainable development
 - Water resource monitoring
 - Stormwater system maintenance/inspection
 - Public education/outreach
 - Other

3. Are you aware of any drainage/flooding issues in your community?
 - No
 - Yes, Please describe

4. Do you live near or frequently use any of the following water resources within the City of Roseville?
 - Bennett
 - Little Johanna
 - Josephine
 - Langton (North & South)
 - McCarrons
 - Owasso
 - Other

- a. How do you most frequently use this water body?
- Wildlife viewing
 - Boating
 - Fishing
 - Swimming
 - Hiking trails
- b. Do you have any of the following concerns in regards to this water body:
- Poor clarity
 - Excessive growth of filamentous algae
 - Excessive growth of aquatic plants
 - Shoreline erosion
 - Other

5. How informed do you feel about the functions and values of wetlands within the City?
- 1- Uninformed
 - 2
 - 3
 - 4
 - 5 – Very informed

6. How important do you feel wetlands functions and values are?
- 1- Unnecessary
 - 2
 - 3
 - 4
 - 5 – Essential

7. How important do you feel vegetative buffers are to the function and value of the wetland?
- 1- Unnecessary
 - 2
 - 3
 - 4
 - 5 – Essential

8. In your opinion, what are the areas of greatest impact or threat to water resources in Roseville?

Erosion from construction sites	1 (low impact)– 5 (high threat)
Industrial Stormwater management	1 (low impact)– 5 (high threat)
Runoff from streets and parking lots	1 (low impact)– 5 (high threat)
Runoff from home landscapes	1 (low impact)– 5 (high threat)
Shoreland land uses	1 (low impact)– 5 (high threat)
Invasive Species	1 (low impact)– 5 (high threat)

9. How informed do you consider yourself in water resource management?

- 1- Uninformed
- 2
- 3
- 4
- 5 – Very informed

10. What ideas do you have for the City to better educate and engage you and other community members?

11. Have you completed any of the following to reduce your impact on Roseville's water resources?

- Changed the way your yard is landscaped or where your gutter downspouts are directed to
- Installed a rain garden, rain barrel, porous pavement or native buffer/planting
- Changed how often you water your lawn
- Change how or what you use for pesticides, fertilizers, chemicals
- Changed de-icing salt product or application rate
- Participated in a volunteer event related to water resources
- Other

- if yes to any of these, describe _____

12. What method(s) would you prefer to provide you more information on any of the activities listed in 11?

- Website
- Social media
- Newsletter
- Training event/workshops
- Other

13. Do you get the sense that the local water resource management efforts are over, adequately or under funded from a local government (City of Roseville) level?

- Over funded
- Adequately funded
- Under funded
- Don't know

14. Please describe any other specific issues, concerns, thoughts or suggestions you feel should be addressed in the updated Comprehensive Surface Water Management Plan.

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

MINUTES
September 21, 2016 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 pm
- B. ROLL CALL: LINDSTROM X HARRIS X BROWN THUNDER X
FISCHER X GUSTAFSON X

STAFF PRESENT: THONGVANH X
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
- G. POLICY ITEMS:
 - 1. Tri-City Work Group with the City of Lauderdale and City of Saint Anthony
City Administrator Thongvanh presented that the purpose and charge is to foster effective, fair, and transparent police services for Falcon Heights, Lauderdale, and St. Anthony. The work group will consist of diverse residents from all cities. They will be engaged in the systematic review of the police department’s policies on officer-worn body cameras. The work group will consist of two Falcon Heights residents and two City Council members. This work group should have minimal impact to the budget because it is a St. Anthony initiative. Staff recommends the approval of the resolution and to appoint Council Member Harris and Council Member Fischer to be the liaisons. It has been presented that the co-chair of the work group would be from Falcon Heights, and Mayor Lindstrom will be able to weigh in for that selection. The anticipated time frame would be 6-8 months. Once it’s completed, the work group would make a presentation to each of the three cities. Due to the work group members being appointed by the Council, all meetings will be public meetings and follow open meeting laws. The Council Members will not be voting members of the group, only the residents.

Mr. Bicking- 4200 Cedar Ave. Minneapolis Resident:
He thanks the Council that they allow public forum and that they have meetings in the evening. He works with Communities United Against Police Brutality. They have worked with Minneapolis and on body camera policy and want to be able to be of assistance. There was a citizen group in Minneapolis that did excellent work, and that would be a great starting point. Your city can make a difference of whether or not body cameras are just a substitute for any real reforms or whether they are actually helpful to the people of Falcon Heights.

Michelle Gross- President of Communities United Against Police Brutality:

They have studied body cameras and policies around body cameras extensively. She would also urge Council to not only look at the League of Cities policies, but the policies of PERF (Police Executive Research Forum). The Police Conduct Oversight Commission in Minneapolis has a very definitive and thoroughly researched document. It would be very helpful to have more insight into research-based best practices and they will submit that material to the Council. This allows for an opportunity to create good policy, because body cameras never work without good policy. She is pleased to see this particular proposal and she hopes it will pass.

Tabian (Taso):

What are you going to do about all this killing? We need to see action and not just talking.

John Thompson:

He believes that the policy items for the work group and the task force are a step forward. It shows that you're at least acknowledging and considering what you should do to try to figure it out. That's something he didn't see when he first came to the Council meetings. He thinks that everybody here can help change Minnesota so we can be an example for the nation. The Council didn't create the problem, but they can solve it with the help of everyone's voices.

Joann Dell- 2025 Fairview Ave. Roseville Resident:

Why now with the work group and task force? She doesn't know who the Council has been meeting with, but what she has seen from the meetings she's attended, this was not discussed. What happens if there is discrepancy on policy between the three cities? Do all cities have to agree on the policies? Why does it just focus on body cameras? There is so much more to this than just body cameras. If the use of body cameras is based on the officer's discretion, we have a problem. The work group needs to expand beyond just two residents from Falcon Heights. You need more opinions than just from the two residents. The way it is structured matters.

City Administrator Thongvanh states that the task force concept was created from discussions with Administrators and Mayors from the other two cities. Mayor Lindstrom also brought up the idea of a Falcon Heights Task Force. When they discussed the idea of reviewing policies and procedures for the tri-city work group, St. Anthony had already narrowed down the focus to reviewing the use of body cameras. This task will be just one cog in the wheel and doesn't mean that this will be the absolute for the Tri-City. There will be other systems that are included in the decision making. There will be four members per community, and Falcon Heights decided on two Council Members and two residents but the other cities may not use that same make up.

Sue Gehrtz- 2285 Folwell Ave:

She thanks everyone for speaking and helping us all learn. This has been an incredible learning experience for her. She was on the Council when they contracted with the St. Anthony Police after doing a needs assessment in the community. There were concerns and dissatisfaction with the current model of policing and they wanted more visibility from their police. She thinks this task force gives us the opportunity to look at that model again and decide what's right for our community. She also thinks that having a task force is the way to keep the spotlight focused on this issue. She has a request that the Council ask Chief Mangseth to not have Officer Yanez patrol the City of Falcon Heights.

Rebecca Montgomery- 2222 Folwell Ave:

She believes in taking action to foster effective, fair police services. Reviewing the use of body cameras does not go far enough and is only one piece of a bigger issue. She hopes the Council will urge St. Anthony to do policing in a much broader way than just body cameras. They need to look at the integrated whole.

Satara Strong:

She would like clarification on what the task force is doing. Talking about body cameras is not enough, and why wouldn't we take advantage of the videos that are already out there and do something with that.

City Administrator Thongvanh:

There is a particular focus on this work group, because we as a city did not want to duplicate what the Falcon Heights task force is going to do. Once this work group is completed, there may be another item or topic that they will address.

Mayor Lindstrom:

In a few minutes we will talk about what the Falcon Heights Task Force will include, which is a broad range of police issues.

Satara Strong:

She states that there isn't work to be duplicated because nothing has been done. There are plenty of videos, so it is a waste of time to talk about body cameras.

Rebecca Montgomery- 2222 Folwell Ave:

Having a Tri-City Work Group that goes beyond the body cameras topic is not duplicative of a FH Task Force. St. Anthony needs to address issues in their police force and since we contract with them we have a say in it. We need to use the FH Task Force to decide what kind of policing we want and who we contract with.

Daveon Samsung:

How do you think a task force is going to heal the damage that has been done? This isn't going to help.

Speaker:

You are all unfazed by anything anyone is saying, and continue to nod your head. You can't say that these task forces matter when people are getting killed in the street and it's on camera. The Council policies say that you are supposed to address the concerns that people are bringing before you, but the Council has not done that. If you think people are going to sit and wait around for justice, that's not feasible.

Mayor Lindstrom:

He agrees that a task force in itself does nothing. Let's all collaborate and come up with some concrete actions that can improve our community, region, and state.

Speaker:

Our answers can be considered by the Council. Who is going to take action?

Melanie Leehy- 1865 Fairview Ave:

A lot of conversations have been going on since Philando was killed in order to come to agreement on actions to be taken. She has seen people in this city and in leadership working towards diversity in the city even before Philando was killed. We have to take action as quickly as we can without skipping the steps. Philando isn't here, but this is his legacy and she wants us to get this right. This needs to be looked at generationally so we are not here again in a month or years down the road. Her motto since the event has been "together we triumph", because if we fight against each other we won't get it done. In order to implement body cameras, it is required that there be a task force and public involvement in the policy making.

Bob Gehrtz- 2285 Folwell Ave:

He is disappointed with the discussion because he came to hear about the FH Task Force and what we are going to do to discuss a police model. He thinks we should table the discussion and get on to the FH Task Force agenda item.

Mel Reeves- Minneapolis Resident:

When we talk about body cameras it's an issue after the event. How are we going to treat our citizens like human beings? You're hearing people's frustration because they would like to hear you say that you're looking for justice. Justice in this case would include firing the Officer. Every contract has a clause, and St. Anthony Police broke it. There's a problem with your budget is dependent on fines. You have the chance to do something different. Minneapolis said that they're going to consider the sanctity of life first. The task force should not be confined to three cities.

Mayor Lindstrom:

The revenue for fines is about 2-3%. He thinks that considering the sanctity of life first is a good step in the right direction for Minneapolis and one that we should consider as well.

Michelle Gross:

To clarify, her organization does not think body cameras are a good solution. They are an expensive and the state has made it that most of the footage is private. What does your contract say and allow you to opt out of? Do you want to have your money wasted on this technology that brings no answers and does very little for the community? This Tri-City Work Group has the potential to look at police policies across the board rather than just looking at body cameras.

John Thompson:

The police can turn off the camera. The cops continue to say they fear their life, and that's what gets them off free. You're wasting your time with body cameras. You need to hear experiences from members of the community with cops telling them they'll turn off the cameras. We're trying to find a solution for people that we pay on our taxes. We can't do anything but try to prevent it from happening again.

William Moore:

When does the contract end with St. Anthony Police? Everyone is searching for an answer for something, and you can't find an answer if you're not really sure what the question is. This event gives you a unique opportunity to do something. Terminating the contract is a clear statement. He is sad for what has been happening, and all police officers have to do is say they

were fearful for their life. It's not about the body camera, it's about how we treat people. Think about these things and what it means to make a clear statement.

Kristine Chitambra- 1941 Summer St:

At every meeting we've always heard, "terminate the contract". Is this even on the table? Will there be modifications? A Tri-City workgroup makes it seem as if we're staying with St. Anthony. If that's the case, how did you come to that decision?

Mayor Lindstrom:

We are in year two of a five year contract. There is a clause for the Council to opt out by July of each year to end it for the following year. Right now the current contract would go through the end of year 2019. The Council will have to continue the discussion on the contract in months ahead and whether or not to submit for a request for proposals. There would need to be a motion from at least one of the Council members and a vote from the majority to end the contract.

Tom Brace- 1433 Idaho Ave:

What was the process in determining who would be liaison on the Tri-City Work Group? He believes that this is just a stepping stone in the right direction. He would suggest the Mayor appoints himself and Council Brown Thunder to the work group.

Mayor Lindstrom:

Council Brown Thunder will be serving as an alternate to both of the task forces.

Dave Wark- 1588 Northrop St:

Can we get together and cooperate to come to a conclusion? It may involve firing a cop or raising the budget.

Council Member Fischer:

Nobody wants this to ever happen again. He's looking forward to the body camera group because he feels it's a small piece they can move forward on. He also feels the sense of urgency to get something practical done while tackling the bigger issues.

City Administrator Thongvanh:

To clarify, this is a task force to review body camera policy. In no way does it say that the City of Falcon Heights or St. Anthony will be going with body cameras. Just like anything else, there needs to be discussion amongst the residents and experts along with thoughtful research.

Council Member Harris Moved, Approved 5-0

2. Falcon Heights Inclusion and Policing Task Force

Mayor Lindstrom:

The Council's duty is to respond and to act without delay. He does feel a sense of urgency. He realizes that the task force is not concrete in and of itself and that this doesn't provide immediate change. This task force will help us articulate our values around policing in Falcon Heights. From this foundation, the Council will make concrete recommendations. The President's Task Force on 21st Century Policing, released in May, 2015, provides a guideline. This task force would meet at least monthly, maybe even every other week. The deadline to create a report is May, 2017 but it could be sooner. There will also be an interim report in

December on what recommendations they have already agreed upon that can be implemented. This will include nine residents of Falcon Heights or business representatives and two Council Liaisons. His hope is that there is representation from people of color, varying ages, long-time residents, immigrants, homeowners, and apartment owners alike.

Along with these task forces, his hope is that we begin to have much broader conversations about race and policing. There is a conversation being hosted by Falcon Heights United Church of Christ on Thursday, September 29 at 7:30pm on policing issues.

Council Member Gustafson:

There's a reason for the deliberativeness, because every decision has implications. Now is the time to work together towards learning, sharing facts and things that we can do concretely. We want to be fair regardless of gender, race, origin, nationality, and economic status. He is looking forward to serving on this task force.

City Administrator Thongvanh:

He has met with many individuals and groups. Not one person has the answer, and there has been thoughtfulness in the process to make sure that we can find out everything we can before making a decision. He invites people to come talk to him and stop by City Hall to have even further discussion.

Council Member Brown Thunder:

Systemic racism is something that has taken 100's of years to happen. He is now in a position to try to move this conversation further. He feels that we can put our best foot forward and approach it in a way that considers everyone's concerns. This is a process, and he wants to make sure it is well thought out and that it will do something. He thinks this task force is a step in that direction.

Council Member Harris:

This process has to be incremental in order for it to be effective. This is a good start for a foundation. This is a way to harness people's energies and talents. She is looking forward to having people become involved and share their input.

Joanne Dell- Roseville Resident:

She is requesting that there are changes made in the language of the proposal. For example, can "implicit bias" be changed to "implicit racial bias"? In regards to population, can students be included since they're highly affected.

Michelle Gross:

She agrees that the task force is a very good idea. She would urge the task force to not solely follow the President's 21st Century Policing Report. The President appointed Charles Ramsey, Washington D.C. Police Chief, as chair. He was considered to be fairly brutal. The task force never made it past two cities to get input. Most of the recommendations that came out of the report were money for body cameras and recommendations that don't get at the heart of the problem. The framing of the report is police and community relations, but the real framing should be police misconduct, the oppression that underpins it, and the lack of accountability that allows it to occur and continue. There needs to be a focus on making justice a priority then

gaining trust. We also need to talk about explicit bias, not just implicit bias. You have to start by analyzing the root of the problems.

Melanie Leehy- 1865 Fairview Ave:

She believes that the task force will be able to address policing for residents and for guests that pass through the city. She doesn't want a task force that focuses on surface issues, and that's why you see both policing and inclusion being addressed. We do have to address trust and fear. She is looking forward to those who do not work or live in Falcon Heights having lots of opportunities to be involved. She would like to see a City Council Member as a co-chair and not just a liaison. She also believes the task force would benefit from having young people included.

Rebecca Montgomery- 2222 Folwell Ave:

She is proposing to replace the wording of "Falcon Heights residents and business owners" to "Falcon Heights residents, business owners, property owners, and those otherwise associated with the city (i.e. visitors, students, and those employed by the city)".

Cordin Nielson- Black Lives Matter St. Paul:

He wants to clarify about the comments on action not being quick enough. He sees two dialogues, one addressing preventative efforts for the future and the comments on taking action now. The action we are looking for is justice for Philando. He encourages the Council to figure out a way to voice that justice. He is more than willing to help in any way that he can. We're not frustrated with the idea of the task force, we're frustrated because we keep hearing the same things.

Kay Andrews- 1471 California Ave:

She is in support of the task force, but she also has some major concerns. She believes it is going to take a long time to get much done, and she thinks that the level of frustration is going to grow. She is concerned on how we are going to recruit people for the task force, and how we are going to encourage people of color to participate. She supports what Sue Gehrtz said about taking action before the task force has to prepare a full report. She would encourage the Council to take a strong step and say to the St. Anthony Police Department that we have a right to feel comfortable with the police that serve our community. Our citizens do not feel comfortable with this officer. Many of the residents would support doing this now, not in six months. That would be one way of saying that the Council is taking this seriously. Some of it does take longer to educate, communicate, and build respect, but in the meantime, this is something the Council can do now.

Amanda Moore- North St. Paul:

If you start at a task force, it can just stop after the task force. You'll have to keep at it. Her people are scared every day, and this has to be taken seriously. At the end of the day we all want the same things, peace and happiness.

Beth Mercer-Taylor- 2231 Folwell Ave:

She supports Montgomery's amendment. One of the reasons why she supports it is that she, being white, will have a different perspective than people of color who are living in the Twin Cities Metro. They are a part of this broader community. She believes that perspective would better reflect a real, lived knowledge of what institutional racial bias is. She also encourages

people to watch the last St. Anthony Council Meeting. At one and a half minutes there's a proposal by Christine Lisda, a St. Anthony resident and attorney who has worked on institutional ethnography, and there was a lot of deep discussion about the importance of getting the work done.

Chuck Laszewski- 1713 St. Mary St:

He appreciates a couple of the changes that were made and said to the task force proposal. He also appreciates that May 1, 2017 final deadline, and the idea of the interim report. Are the Council Liaisons voting members in the task force?

Mayor Lindstrom response: no

Mr. Laszewski- 1713 St. Mary St: How long a will this be open for applications?

Mayor Lindstrom response: Two weeks and it will probably be online next week on Monday or Tuesday.

Mr. Laszewski- 1713 St. Mary St: He thinks those are good time frames and supports Montgomery's amendment. He agrees that the Council should ask to not have Officer Yanez patrol Falcon Heights. He also thinks that the Council should adjust the budget so that we will collect no more fines. The only stops that should be made are for speeding, DWIs, and running stop lights. Anything else is discretionary.

Sarah Chambers- 2170 Folwell Ave:

She also supports Montgomery's amendment. There is a lot of experience and knowledge that has been shared here. We're all part of a broader community, and there are many people that are interacting with our police on a regular basis. She also supports Sue Gerhrtz's recommendation to remove Officer Yanez from patrolling Falcon Heights. Lastly, she supports the recommendation made by Chuck Laszewski that we be budgeting in a way that will not have fines for technical violations that are not public safety issues.

Sue Gehrtz- 2285 Folwell Ave:

She believes the task force is a good idea, but she would hope that you can start by having discussion about the vision. What is it that you're trying to achieve? Her vision is that five years from now, people are no longer being told to not drive on Snelling and Larpentour.

City Administrator Sack Thongvanh:

There have been many discussions around the budget, as the preliminary budget will soon be adopted. None of the Council Members have ever discussed that the budget is dependent on the fines. We hear your concerns and we will take a look at them.

Kristine Chitambra- 1941 Summer St:

She supports Montgomery's amendment. She has never personally had a bad experiences with the police, as she imagines many of the Falcon Heights residents have had similar experiences. She's concerned that if we have a task force made up of just Falcon Heights residents, we will lose so much representation of the larger community. A bad group is almost worse than no group at all. How will the group be selected?

City Administrator Sack Thongvanh:

He is working on an application process for both groups. It will be open to apply for two weeks. He will compile the applications and send them to each Council Member. The Council Members will rank their selections. Then, he will look at the top nine candidates with a few alternates. From there the Council will start doing short interviews with those individuals. The final decisions will be made based on those interviews.

Kristine Chitambra- 1941 Summer St:

John Thompson suggested that the public vote on the applicants for the task force, and many people were in support of this idea.

Council Member Harris:

After much discussion about the interview format, one of the main discussions was what information the application should require.

City Administrator Sack Thongvanh:

He would recommend to the applicants that they would provide all the information that they believe would be important to the City Council for review. A lot of the questions he formulated for the application will be more open ended.

Dave Wark- 1588 Northrop St:

Interviewing is very important, and you usually get the answer you want within 90 seconds.

Tom Brace- 1433 Idaho Ave:

When looking at the budget, can you look at the idea of what it would cost to have our own police force? How many people would that take and what are the opportunities for mutual aid? Maybe then a police force that has a salary from the city would be more attentive to the community's needs.

Paula Mielke- 1868 Arona St:

She supports Montgomery's amendment. Youth have also expressed interest in participating, and to compensate their time maybe they could offer a stipend. Also, can Sack reach out to the Maplewood Police Chief to review their application, they are just wrapping up their process.

City Administrator Sack Thongvanh:

He spoke with the Maplewood Police Chief about the application process and is using the application as a template. Once the task force members are appointed, they will also all have Falcon Heights emails. Maplewood commended the city for having nine people on the task force since it difficult to coordinate larger groups. Having a smaller group, allows for quicker action. If there is something that needs to be done right away, those recommendation can be made before six months as well.

Jan Nye- Minneapolis Resident:

She commends the City Council on their democratic process.

Mayor Lindstrom:

He does hope youth are involved. There is a component that allows for non-residents if they have a connection through a business.

City Administrator Sack Thongvanh:

To clarify, the involvement in the task force is not restricted to just residents and business owners as they can still be involved and subcommittees have the potential to form.

Council Member Harris:

She believes it is important that we have diverse viewpoints taken into account by this task force, and she believes that they will be. She has expressed her concern for the legalities of data practice and open meeting laws. One of the reasons that they narrowed it down to Falcon Heights residents is that the city will have liability if members of the task force don't abide by those laws. She believes that the task force will need to hear from different people groups in order successfully do the job that is in front of them.

City Administrator Sack Thongvanh:

There will be a fillable pdf that can be submitted online, as well as a printable application.

Council Member Gustafson Moved, Approved 5-0

H. INFORMATION/ANNOUNCEMENTS:

Council Member Fischer:

The Community Engagement Commission met on Monday, and they are looking forward to the Human Rights Day event in December. They also had a great presentation on women's rights, and with the packed agendas that is something that will be discussed more for the 2017 goals.

Council Member Harris:

She attended an informal meeting with Mayor Lindstrom at a house on California Ave. last week. The conversation on this same topic was very interesting and a good way to get together to have conversations in person.

Council Member Brown Thunder:

Northeast Youth and Family Services is having one of their fundraisers, "Taste of Northeast", on Thursday, October 6 from 5:30-8:30pm.

Council Member Gustafson:

The Parks and Recreation Commission met last Monday to review summer programming. On Thursday, October 13 there will be a Fall Fete at Community Park from 5-7pm. This will be a make-up event in place of the Ice Cream Social.

City Administrator Sack Thongvanh:

The Fall Fete will be a little different with hot cider, pumpkin painting, a campfire, and maybe even a balloon artist. Lastly, they are working on preparing the budget, and the preliminary levy will be set on September 28.

Mayor Lindstrom:

No updates

I. COMMUNITY FORUM:

J. ADJOURNMENT: 9:51 pm

Dated this 21st day of September, 2016

Peter Lindstrom, Mayor

Sack Thongvanh, City Administrator

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

MINUTES
September 28, 2016 at 7:00 P.M.

- A. CALL TO ORDER: 7:00 pm
- B. ROLL CALL: LINDSTROM X HARRIS ____ BROWN THUNDER X
FISCHER X GUSTAFSON X
- STAFF PRESENT: THONGVANH X
- C. PRESENTATIONS:
- D. APPROVAL OF MINUTES:
- | | |
|--|----------|
| 1. August 24, 2016 City Council Meeting Minutes | Approved |
| 2. September 7, 2016 City Council Workshop Meeting Minutes | Approved |
- E. PUBLIC HEARINGS:
- F. CONSENT AGENDA:
1. General Disbursements through: 9/20/16 \$177,364.74
Payroll through: 9/15/16 \$41,126.07
 2. SCORE Grant
 3. MN Historical Grant-Interpreted Sign at Curtiss Field for \$2,500
 4. Administration Coordinator (Katie Thrasher) 18 Month Employee Step Adjustment
 5. Community Development Coordinator (Paul Moretto) 18 Month Employee Step Adjustment
- Council Member Fischer Moved, Approved 4-0
- G: POLICY ITEMS:
1. Adopt 2017 Preliminary Levy
City Administrator Sack Thongvanh stated that each year the city must set a preliminary levy by September 30.
 - There are no levy limits imposed by the legislature for the 2017 budget
 - The amount of local government aid that the city received this year increased by \$4,200. LGA increased from \$540,617 to 544,817.
 - Fiscal disparity distribution dollars for 2017 increased by \$56,779.
 - This year city staff looked at the long-term fiscal stability. The proposal for 2017 is to set aside \$20,000 for capital replacement. Currently the city uses vehicle certificates to bond for the vehicles and debt service for street projects. The purpose is to set aside on a regular basis going forward so that there aren't

spikes in impacts to the residents in terms of improvements or large equipment purchases.

- The dollar amount increase is similar from last year. Last year was a \$40-\$50 increase annually for a median-value home, and this year it will be \$26 annually for a median-value home. The total taxable market value has increased in the city in part due to the introduction of The Good Acre.
- The preliminary 2017 tax levy is 1,278,231. Staff recommends a budget hearing meeting for Wednesday, December 14 at 7pm.

Council Member Gustafson agreed that it makes sense to build up a reserve again.

Council Member Gustafson Moved, Approved 4-0

2. SolSmart Program

Mayor Lindstrom states that this is a national program through the Department of Energy. If the city signs up for SolSmart, we will get free technical advice from a local representative on how to become more of a solar-friendly community. The city would be certified at bronze, silver, or gold level based on a set of criteria. SolSmart is hoping for a dozen or more cities to be involved in this program. This is the first year.

Council Member Fischer Moved, Approved 4-0

3. Minnesota Local Government Project for Energy Planning (LoGoPEP) Application

This application is a recommendation coming out of the Environment Commission, similar to the SolSmart Program. This is an initiative of the University of Minnesota and the Energy Transition Lab, partnering with the Great Plains Institute, the Department of Energy, and other experts. The purpose is to utilize the expertise of the University, Great Plains Institute, and other energy experts. The Environment Commission and city will be presented with case studies and best practices on energy reduction from similar-sized cities. LoGoPEP will take a close look at the city's energy usage and create easily digestible baseline data on energy and greenhouse gas emissions. LoGoPEP would do a wedge analysis to help bridge the gap between our goals and the state's goals.

Council Member Brown Thunder Moved, Approved 4-0

H. INFORMATION/ANNOUNCEMENTS:

Council Member Fischer:

Thank you to the Environment Commission for all the work they've been doing.

Council Member Brown Thunder:

Northeast Youth and Family Services is doing their "Taste of Northeast" fundraiser on Thursday, October 6 at 5:30-8:30pm at the Vadnais Heights Commons. Tickets are \$30 in advance and \$40 at the door. He also welcomes a new business to the City of Falcon Heights. Fit Lab recently opened off Hamline and Iowa.

Council Member Gustafson:

Saturday, October 1 is the 3rd Annual Fire Department Open House and Chili Cook-Off. It costs \$5 for adults to eat chili and \$3 for children under 12. Saturday, October 7 is National Coffee

with a Cop day. The events on October 7 are taking place at the Rosedale Caribou from 10-11am and at the North Oaks Brueggers Bagels from 9-10:30am.

City Administrator Sack Thongvanh:

The Falcon Heights Fall Fete is on Thursday, October 13 from 5-7pm. One thing to keep in mind for the winter months is keeping the fire hydrants clear. Please adopt a fire hydrant, keep it clear, and help out the Falcon Heights Fire Department for emergency situations.

The application process went live this morning for both the Tri-City Work Group and Falcon Heights Task Force. For the e-form, download the application first, fill it out, and then click submit for an email to be sent to the City Administrator. The application deadline will be October 12, 2016. He and the Mayor will also be looking into the option of having facilitators for the group.

Mayor Lindstrom:

No updates.

I. COMMUNITY FORUM:

Paula Mielke- 1868 Arona St:

She wants to know if the 2017 budget will show a lower dollar amount for court fines for revenue. Something they have asked is to seriously reduce ticketing in Falcon Heights. She is assuming the court fines budget line item includes police ticketing. It is currently at \$73,000 and she is hoping that it will be less.

Chuck Laszewski- 1713 St. Mary's St:

He is thrilled that the city is doing the SolSmart program and LoGoPEP application. Has the budget been released on the website yet?

City Administrator Sack Thongvanh:

The actual budget won't be compiled until the truth in taxation hearing. What's in front of us today is an amount for the levy. The Council has the opportunity to lower the levy in between now and December 14.

Chuck Laszewski- 1713 St. Mary's St:

As a way to show our seriousness about the death of Philando Castile, the Council should seriously consider making the traffic stop fees a zero for revenue. We do not want the police collecting fees on our behalf. Is anyone on the Council thinking about doing that?

Mayor Lindstrom:

- Due to recent work on solidifying the roles of the task force, rolling out the application, reading through the recommendations on the 21st Century Policing Report, along with many other tasks, he has not solidified his views on that particular subject matter. The topic is certainly on the table. He would be interested in knowing what the makeup of those fees is.

Council Member Gustafson:

- He echoes the Mayors comments. He would like to see where these fees are specifically coming from.

City Administrator Sack Thongvanh:

- The city does not depend on the dollar amount given. Those fines are automatically issued to the city from the state. We receive about 25% of all tickets, and when we receive the money from the state they do not break it down into categories. In terms of impact to the budget, for every \$10,000 decline that equates to a 1% increase. This would mean a 7-8% increase on top of the current levy or cutting services to offset the cost.

Council Member Fischer:

- Our policing strategy is not being driven by fines. He believes it is a result of our policing strategy. He believes that what is in the budget reflects expectations, but that could change in the next six to eight months.

Council Member Brown Thunder:

- He would like more information on what we are collecting on and how we would replace that money. He is open to looking into that.

Melissa Harrel- Sullew- 1588 Vincent St:

She is hopeful that it would be possible through the task force to direct our police not to make traffic stops for things that seem mostly exploratory. If there is no incentive for ticketing that could reduce the amount of fines the city is taking in. Is there a way to request that the state break down the type of fine when they are distributing to us? Speaking as a tax payer in an above median-value home, she would be willing to pay more taxes.

J. ADJOURNMENT: 7:29 pm

Peter Lindstrom, Mayor

Dated this 28th day of September, 2016

Sack Thongvanh, City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Consent F1
Attachment	General Disbursements and Payroll
Submitted By	Roland Olson, Finance Director

Item	General Disbursements and Payroll
Description	General Disbursements through: 10/05/16: \$140,962.01 Payroll through: 9/30/16: \$18,407.72
Budget Impact	The general disbursements and payroll are consistent with the budget.
Attachment(s)	<ul style="list-style-type: none"> • General Disbursements and Payroll
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

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-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05702	50	AMERIPRIDE SERVICES					
=====							
I-1003591001		LINEN CLEANING	39.03				
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N			
		LINEN CLEANING		101 4124-82011-000	LINEN CLEANING		39.03
=== VENDOR TOTALS ===			39.03				
=====							
01-05702	APRIL OR BRIAN ANDERSON						
=====							
I-201610056003		RESIDENT REC SPORTS REFUND	6.00				
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N			
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES		6.00
=== VENDOR TOTALS ===			6.00				
=====							
01-05712	ASPLUND, LIV ANDA						
=====							
I-201610055996		RESIDENT REC SPORTS REFUND	6.00				
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N			
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES		6.00
=== VENDOR TOTALS ===			6.00				
=====							
01-05713	BELL, ADAM						
=====							
I-201610055995		RESIDENT REC SPORTS REFUND	6.00				
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N			
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES		6.00
=== VENDOR TOTALS ===			6.00				
=====							
01-05704	BREDEMUS HARDWARE COMPANY INC						
=====							
I-1003591001		LOCKSET FOR FIRE DEPT DOOR	417.57				
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N			
		LOCKSET FOR FIRE DEPT DOOR		403 4403-91000-000	MACHINERY & EQUIPMENT		417.57
=== VENDOR TOTALS ===			417.57				
=====							
01-05707	BREEN, MIKE						
=====							
I-201610056000		RESIDENT REC SPORTS REFUND	6.00				
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N			
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES		6.00
=== VENDOR TOTALS ===			6.00				

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-14	BRODEEN-KUO, ELIZABETH					
I-201610055994		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
=== VENDOR TOTALS ===			6.00			
=====						
01-05717	BUCK, JEFF					
I-201610055991		NONRESIDENT REC SPORTS REFUND	7.20			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		NONRESIDENT REC SPORTS REFUND		201 34340-000	NON-RESIDENT FEE	7.20
=== VENDOR TOTALS ===			7.20			
=====						
01-05460	CDW GOVERNMENT					
I-FKN1162		POWERTech PT60	198.77			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		POWERTech PT60		402 4402-91000-000	MACHINERY & EQUIPMENT	198.77
I-FKV7741		PANASONIC DOCKING STATION	566.71			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		PANASONIC DOCKING STATION		402 4402-91000-000	MACHINERY & EQUIPMENT	566.71
=== VENDOR TOTALS ===			765.48			
=====						
01-05614	NEHA CHANDRA					
I-201610055990		NONRESIDENT REC SPORTS REFUND	7.20			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		NONRESIDENT REC SPORTS REFUND		201 34340-000	NON-RESIDENT FEE	7.20
=== VENDOR TOTALS ===			7.20			
=====						
01-07228	CITY OF ST ANTHONY					
I-3444		OCT POLICE SVCS	54,418.84			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		OCT POLICE SVCS		101 4122-81000-000	POLICE SERVICES	54,418.84
=== VENDOR TOTALS ===			54,418.84			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01 16	CLARK, SARAH OR BRIAN					
I-201610055992		NONRESIDENT REC SPORTS REFUND	7.20			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		NONRESIDENT REC SPORTS REFUND		201 34340-000	NON-RESIDENT FEE	7.20
=== VENDOR TOTALS ===			7.20			
01-03539	DAKOTA ELECTRIC ASSOCIATION					
I-1680700047		OCTOBER SOLAR ELECTRIC	530.00			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		OCTOBER SOLAR ELECTRIC		101 4131-85025-000	SOLAR ELECTRIC	530.00
=== VENDOR TOTALS ===			530.00			
01-03530	DATA FLOW					
I-23409		W2's and 1099's	65.32			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		W2's and 1099's		101 4113-70100-000	SUPPLIES	65.32
=== VENDOR TOTALS ===			65.32			
01-05024	ESRI INC					
I-25749377		GIS RENEWAL	400.00			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		GIS RENEWAL		101 4117-80500-000	GIS SUPPORT	400.00
=== VENDOR TOTALS ===			400.00			
01-04061	FALCON HEIGHTS FIRE RELIEF					
01610045986		FIRE AID 2016 & SUPPLEMNTAL	60,765.79			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		2016 FIRE AID		101 4125-64040-000	FIRE RELIEF AID	48,902.95
		2016 SUPPLMENTAL FIRE AID		101 4125-64040-000	FIRE RELIEF AID	11,862.84
=== VENDOR TOTALS ===			60,765.79			
01-05703	FUHRMAN, SELENA					
I-201610056002		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
=== VENDOR TOTALS ===			6.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-094	GL	SPORTS CAMPS, LLC				
I-66402		FLAG FOOTBALL INSTRUCTOR	633.60			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		FLAG FOOTBALL INSTRUCTOR		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	633.60
		=== VENDOR TOTALS ===	633.60			
=====						
01-05710		GREENMAN, SARAH				
I-201610055998		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
		=== VENDOR TOTALS ===	6.00			
=====						
01-05711		HERMAN, ADAM				
I-201610055997		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
		=== VENDOR TOTALS ===	6.00			
=====						
01-05243		HINRICHS,RICH				
I-201610056004		REIMB SUPPLIES FD OPEN HOUSE	270.78			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		REIMB SUPPLIES FD OPEN HOUSE		101 4116-89010-000	SPECIAL EVENTS	270.78
		=== VENDOR TOTALS ===	270.78			
=====						
01-05235		JAN-PRO CLEANING SYSTEMS				
9954		OCT CLEANING SERVICES	205.00			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		OCT CLEANING SERVICES		101 4131-87010-000	CITY HALL MAINTENANCE	205.00
		=== VENDOR TOTALS ===	205.00			
=====						
01-06030		OLSON,ROLAND				
I-201610056007		MN GFOA CONFERENCE EXPENSES	247.30			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		MN GFOA CONFERENCE EXPENSES		101 4113-86100-000	CONFERENCES/EDUCATION/AS	247.30
		=== VENDOR TOTALS ===	247.30			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-06	J6	PARDO, NICK				
I-201610056001		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
=== VENDOR TOTALS ===			6.00			
01-05709		PENROD, ELIZABETH				
I-201610055999		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
=== VENDOR TOTALS ===			6.00			
01-05699		ROGERS, CHRIS				
I-201610055989		NONRESIDENT REC SPORTS REFUND	7.20			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		NONRESIDENT REC SPORTS REFUND		201 34340-000	NON-RESIDENT FEE	7.20
=== VENDOR TOTALS ===			7.20			
01-06483		SENTRY SYSTEMS, INC.				
I-719172		COMMERCIAL MONITORING SVC	94.50			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		COMMERCIAL MONITORING SVC		101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50			
01-00935		ST PAUL REGIONAL WATER SERVICE				
J1610045988		H2O AND SS	600.17			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		H2O		101 4141-85040-000	WATER	342.61
		SS		101 4141-85070-000	SEWER	169.66
		H2O		101 4131-85040-000	WATER	63.77
		SS		101 4131-85070-000	SEWER	24.13
=== VENDOR TOTALS ===			600.17			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-074		TENNIS SANITATION LLC				
I-1701603		SEPT RECYCLING	5,769.00			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		SEPT RECYCLING		206 4206-82030-000	RECYCLING CONTRACTS	5,769.00
I-1701604		SEPT WASTE REMOVAL	66.50			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		SEPT WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	66.50
		=== VENDOR TOTALS ===	5,835.50			
=====						
01-06584		THE FINN BAND				
I-201610056006		MUSIC FOR OCTOBER CELEBRATION	350.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		MUSIC FOR OCTOBER CELEBRATION		101 4116-89010-000	SPECIAL EVENTS	350.00
		=== VENDOR TOTALS ===	350.00			
=====						
01-05715		TRUCKENMILLER, KEVIN				
I-201610055993		RESIDENT REC SPORTS REFUND	6.00			
10/05/2016	APBNK	DUE: 10/05/2016 DISC: 10/05/2016		1099: N		
		RESIDENT REC SPORTS REFUND		201 34310-000	RECREATION FEES	6.00
		=== VENDOR TOTALS ===	6.00			
=====						
01-05870		XCEL ENERGY				
I-201610045987		ELECT AND GAS	824.24			
10/04/2016	APBNK	DUE: 10/04/2016 DISC: 10/04/2016		1099: N		
		GAS		101 4131-85030-000	NATURAL GAS	64.84
		ELECT		101 4141-85020-000	ELECTRIC/GAS	32.83
		ELECT		101 4141-85030-000	NATURAL GAS	398.46
		ELECT		101 4141-85030-000	NATURAL GAS	28.47
		ELECT		101 4141-85020-000	ELECTRIC/GAS	26.29
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.75
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	54.38
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	55.17
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	11.75
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	48.85
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	47.45
		ELECT		209 4209-85020-000	STREET LIGHTING POWER	44.00
		=== VENDOR TOTALS ===	824.24			
		=== PACKET TOTALS ===	126,557.92			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-00	BEISSWENGER'S					
I-799407		REPAIR LAWN EDGER	106.48			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		REPAIR LAWN EDGER		101 4132-87000-000	REPAIR EQUIPMENT	106.48
		=== VENDOR TOTALS ===	106.48			
=====						
01-05422	BP					
I-201610035982		FUEL	625.45			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		FUEL		101 4124-74000-000	MOTOR FUEL & LUBRICANTS	142.46
		FUEL		101 4132-74000-000	MOTOR FUEL & LUBRICANTS	482.99
		=== VENDOR TOTALS ===	625.45			
=====						
01-05115	GOPHER STATE ONE CALL					
I-6090358		SEPTEMBER LOCATES	101.25			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		SEPTEMBER LOCATES		601 4601-88030-000	LOCATES	101.25
		=== VENDOR TOTALS ===	101.25			
=====						
01-05154	HEWLETT PACKARD					
I-40257450-001		LAPTOP COMPUTER	2,317.30			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		LAPTOP COMPUTER		401 4401-90100-000	FURNITURE & EQUIPMENT	2,317.30
		=== VENDOR TOTALS ===	2,317.30			
=====						
01-05154	LEAGUE MN CITIES INS TRST					
I-LMC GL #20430		DEDUCTIBLE PAYMENT GERTZ CLAI	790.00			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		DEDUCTIBLE PAYMENT GERTZ CLAIM		101 4192-89000-000	MISCELLANEOUS	790.00
		=== VENDOR TOTALS ===	790.00			
=====						
01-05670	METRO PRODUCTS INC					
I-120753		SUPPLIES- FLATWASHER, FUSES	21.85			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		SUPPLIES- FLATWASHER, FUSES		101 4131-70110-000	SUPPLIES	21.85
		=== VENDOR TOTALS ===	21.85			

10/03/2016 2:53 PM
 PACKET: *01458 OCTOBER 3 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-063		NEXTEL COMMUNICATIONS, INC				

I-201610035980		CELL PHONES	66.50			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		CELL PHONES		101 4124-85015-000	CELL PHONE	66.50
		=== VENDOR TOTALS ===	66.50			
=====						
01-06053		OREILLY AUTO PARTS				

I-201610035981		STREETS SUPPLIES	86.92			
10/03/2016	APBNK	DUE: 10/03/2016 DISC: 10/03/2016		1099: N		
		STREETS SUPPLIES		101 4132-70120-000	SUPPLIES	86.92
		=== VENDOR TOTALS ===	86.92			
		=== PACKET TOTALS ===	4,115.75			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0900	BEISSWENGER'S					
I-791933		REPAIR SAW	73.25			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		REPAIR SAW		101 4132-87000-000	REPAIR EQUIPMENT	73.25
I-796746		SUPPLIES - TORO MOWER	24.18			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		SUPPLIES - TORO MOWER		101 4141-70100-000	SUPPLIES	24.18
		=== VENDOR TOTALS ===	97.43			
=====						
01-00874	BENJAMIN FRANKLIN PLUMBING					
I-201609285977		REFUND SWR PERMIT 1506 PASCAL	51.00			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		REFUND SWR PERMIT 1506 PASCAL		101 32230-000	PLUMBING PERMITS	50.00
		REFUND SWR PERMIT 1506 PASCAL		101 20801-000	DUE TO OTHER GOVERNMENTS	1.00
		=== VENDOR TOTALS ===	51.00			
=====						
01-01046	BREDEMUS HARDWARE COMPANY INC					
I-242473		NEW DOOR FOR PUBLIC WORKS	8,270.00			
9/29/2016	APBNK	DUE: 9/29/2016 DISC: 9/29/2016		1099: N		
		NEW DOOR FOR PUBLIC WORKS		403 4403-91000-000	MACHINERY & EQUIPMENT	8,270.00
		=== VENDOR TOTALS ===	8,270.00			
=====						
01-03108	CERTIFIED LABORATORIES					
I-2459010		MOUNTING DOORS	215.07			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		MOUNTING DOORS		403 4403-91000-000	MACHINERY & EQUIPMENT	215.07
		=== VENDOR TOTALS ===	215.07			
=====						
01-03123	CINTAS CORPORATION #470					
I-470810351		BLACK MATS, SERVICE CHARGE	62.81			
9/29/2016	APBNK	DUE: 9/29/2016 DISC: 9/29/2016		1099: N		
		BLACK MATS, SERVICE CHARGE		101 4131-70110-000	SUPPLIES	62.81
I-470813612		SHOP TOWELS, CLEANER, SOAP	139.64			
9/29/2016	APBNK	DUE: 9/29/2016 DISC: 9/29/2016		1099: N		
		SHOP TOWELS, CLEANER, SOAP		101 4131-70110-000	SUPPLIES	139.64
		=== VENDOR TOTALS ===	202.45			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0527	DELEGARD TOOL COMPANY					
I-126261		DOOR FW CLOSING UNIT MOUNTING	75.77			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		DOOR FW CLOSING UNIT MOUNTING		403 4403-91000-000	MACHINERY & EQUIPMENT	75.77
=== VENDOR TOTALS ===			75.77			
=====						
01-04060	FASTENAL					
I-MNTC582030		FASTENERS	13.52			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		FASTENERS		101 4131-87010-000	CITY HALL MAINTENANCE	13.52
I-MNTC582043		FASTENERS	26.88			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		FASTENERS		101 4131-87010-000	CITY HALL MAINTENANCE	26.88
=== VENDOR TOTALS ===			40.40			
=====						
01-05153	HOME DEPOT CRC/GECF					
I-201609285972		SERVICE DOORS, SUPPLIES	300.63			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		SERVICE DOORS		403 4403-91000-000	MACHINERY & EQUIPMENT	48.93
		CITY HALL SUPPLIES		101 4131-70110-000	SUPPLIES	197.91
		SAFETY GLASSES		101 4132-77000-000	CLOTHING	53.79
=== VENDOR TOTALS ===			300.63			
=====						
01-05555	MEDICS TRAINING					
10008		EMT/EMR TRAINING	550.00			
28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		EMT/EMR TRAINING		101 4124-86020-000	TRAINING	550.00
=== VENDOR TOTALS ===			550.00			
=====						
01-05843	MN NCPERS LIFE INSURANCE					
I-201609295979		OCTOBER LIFE INSURANCE	80.00			
9/29/2016	APBNK	DUE: 9/29/2016 DISC: 9/29/2016		1099: N		
		OCTOBER LIFE INSURANCE		101 21709-000	OTHER PAYABLE	45.44
		OCTOBER LIFE INSURANCE		201 21709-000	OTHER PAYABLE	4.00
		OCTOBER LIFE INSURANCE		601 21709-000	OTHER PAYABLE	20.32
		OCTOBER LIFE INSURANCE		602 21709-000	OTHER PAYABLE	10.24
=== VENDOR TOTALS ===			80.00			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0263		NEXTEL COMMUNICATIONS, INC				

I-201609285975		CELL PHONES	117.04			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		CELL PHONES		101 4121-85015-000	CELL PHONE	22.76
		CELL PHONES		101 4131-85015-000	CELL PHONE	11.60
		CELL PHONES		101 4141-85015-000	CELL PHONE	11.60
		CELL PHONES		101 4132-85015-000	CELL PHONE	11.60
		CELL PHONES		601 4601-85015-000	CELL PHONE	45.00
		CELL PHONES		602 4602-85015-000	CELL PHONES	14.48
		=== VENDOR TOTALS ===	117.04			
=====						
01-06544		TIM SANDVIK				

I-201609285974		REIMB CELL PHONE, MILEAGE	55.71			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		REIMB CELL PHONE		101 4131-85015-000	CELL PHONE	20.00
		REIMB CERTIFIED MAIL		101 4112-70500-000	POSTAGE	3.98
		REIMB SUPPLIES FALL SOCCER		101 4141-70100-000	SUPPLIES	12.97
		REIMB MILEAGE		101 4112-86010-000	MILEAGE & PARKING	6.48
		REIMB SPECIAL EVENTS		101 4116-89010-000	SPECIAL EVENTS	12.28
		=== VENDOR TOTALS ===	55.71			
=====						
01-06525		SUBURBAN ACE HARDWARE				

I-201609285976		SUPPLIES- PW, CITY HALL, FF	74.19			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		PUBLIC WORKS SUPPLIES		101 4141-70100-000	SUPPLIES	20.49
		CITY HALL SUPPLIES		101 4131-70110-000	SUPPLIES	13.49
		FIRE FIGHTING SUPPLIES		101 4124-70100-000	SUPPLIES	40.21
		=== VENDOR TOTALS ===	74.19			
=====						
01-06581		TRI-STATE BOBCAT INC				

I-A26697		SUPPLIES- AIR FILTERS	115.46			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		SUPPLIES- AIR FILTERS		101 4132-70120-000	SUPPLIES	115.46
		=== VENDOR TOTALS ===	115.46			

-----ID-----			GROSS	P.O. #		
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-0700		WANGLER, KAREN				

I-201609285973		REISSUE CK 86948 HINRICHS, AL	5.37			
9/28/2016	APBNK	DUE: 9/28/2016 DISC: 9/28/2016		1099: N		
		REISSUE CK 86948 HINRICHS, ALE		201 4201-60520-000	PART-TIME EMPLOYEES	5.37
		=== VENDOR TOTALS ===	5.37			
=====						
01-05870		XCEL ENERGY				

I-201609295978		AUTO PROTECT LIGHT, CIVIL DEF	37.82			
9/29/2016	APBNK	DUE: 9/29/2016 DISC: 9/29/2016		1099: N		
		AUTO PROTECTIVE LIGHT		101 4141-85020-000	ELECTRIC/GAS	28.99
		CIVIL DEFENSE SIREN		101 4121-85020-000	ELECTRIC	8.83
		=== VENDOR TOTALS ===	37.82			
		=== PACKET TOTALS ===	10,288.34			

EMP #	NAME	AMOUNT
0013	PETER C LINDSTROM	316.17
01-0016	PAMELA M HARRIS	277.05
01-0021	JOSE A FISCHER	277.05
01-0022	RANDALL C GUSTAFSON	277.05
01-1005	SACK THONGVANH	2,817.34
01-1017	TIMOTHY J SANDVIK	1,557.80
01-1019	KATHLEEN N THRASHER	1,128.64
01-1136	ROLAND O OLSON	2,225.16
01-1159	SARA E ASCHENBECK	289.66
01-2154	MAUREEN A ANDERSON	62.54
01-1018	PAUL A MORETTO	1,740.50
01-0086	RICHARD H HINRICHS	847.77
01-0095	MICHAEL J POESCHL	118.90
01-0105	ANTON M FEHRENBACH	331.63
01-0123	BRYAN R SULLIVAN	113.53
01-0124	MICHAEL D KRUSE	113.53
01-1030	TIMOTHY J PITTMAN	2,276.67
01-1033	DAVE TRETSEVEN	1,452.17
01-1143	COLIN B CALLAHAN	1,529.06

TOTAL PRINTED: 19 17,752.22

9-26-2016 9:32 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
 PAYROLL DATE: 9/26/2016

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0020	BROWN THUNDER, JOSEPH C	R	9/26/2016	277.05	085272
	KURHAJETZ, CLEMENT	R	9/26/2016	105.05	085273
	GAFFNEY, PATRICK	R	9/26/2016	118.90	085274
2172	ARCAND, MICHAEL W	R	9/26/2016	82.47	085275
2242	OLSEN, REBECCA S	R	9/26/2016	72.03	085276

9-26-2016 9:32 AM PAYROLL CHECK REGISTER
 PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
 PAYROLL DATE: 9/26/2016

*** REGISTER TOTALS ***

REGULAR CHECKS:	5	655.50
DIRECT DEPOSIT REGULAR CHECKS:	19	17,752.22
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	24	18,407.72

*** NO ERRORS FOUND ***

** END OF REPORT **

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Consent F2
Attachment	N/A
Submitted By	Tim Sandvik, Deputy Clerk

Item	Approval of City Licenses
Description	The following individuals have applied for a <u>Municipal Business License</u> . Staff has received the necessary documents for licensure. <ol style="list-style-type: none"> 1. The F.I.T. Lab
Budget Impact	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends that the Falcon Heights City Council approve the 2016 City License Application.

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The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Consent F3
Attachment	N/A
Submitted By	Peter Lindstrom, Mayor

Item	City Administrator (Sack Thongvanh) 18 Month Employee Step Adjustment
Description	<p>Sack Thongvanh, City Administrator was hired March 9th, 2015. It is the practice of the City to reward after the 18-month review period with a 5% step increase in their base salary.</p> <p>Administrator Thongvanh is requesting that the current employment agreement be amended to include compensation for all premiums for health and dental for Family Coverage and Vacation Compensation accrue 20 days (160 hours) per year.</p>
Budget Impact	There are available funds for this step adjustment and health and dental has been included in the 2017 budget.
Attachment(s)	<ul style="list-style-type: none"> • Addendum #1 to March 25, 2015 Employment Agreement • March 25, 2015 Employment Agreement for Sack Thongvanh
Action(s) Requested	I recommend that the Falcon Heights City Council approve a 5% step adjustment for Sack Thongvanh effective October 27, 2016 and approval of addendum #1.

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ADDENDUM #1 TO THE MARCH 25TH EMPLOYMENT AGREEMENT

This contract is between Sack Thongvanh and the City of Falcon Heights, Minnesota. This addendum shall become effective as of October 27, 2016.

Addition 19. Benefits. Employer shall pay all premiums for health and dental coverage for Family Coverage.

Amend 6. Vacation. Employee will accrue twenty days (160 hours) of vacation per year.

CITY OF FALCON HEIGHTS

BY: _____
Peter Lindstrom, Mayor

Employee
BY: _____
Sack Thongvanh

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EMPLOYMENT AGREEMENT

AGREEMENT made this 25th day of March, 2015, by and between the **CITY OF FALCON HEIGHTS**, a Minnesota municipal corporation ("Employer"), and **SACK THONGVANH** ("Employee").

The parties agree as follows:

1. **POSITION.** Employer agrees to employ Employee as its City Administrator. Employee agrees to serve as City Administrator in accordance with state statutes and City ordinances and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

2. **PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan, if selected by Employee, authorized by State law.

3. **SALARY.** Employer shall pay Employee a salary of \$90,000.00 per year commencing April 27, 2015. Employee's salary may be adjusted thereafter from time to time by the City Council without amending this Agreement. The City will provide Employee an annual performance review.

4. **SENIORITY.** For purposes of employment benefits such as sick leave, vacation leave, and the like, Employee will be credited with having completed ten (10) years of employment with the City upon Employee's first day of employment.

5. **SICK LEAVE.** Effective upon Employee's first day of employment, Employee shall be credited with fifteen (15) days of accrued sick leave. Thereafter, Employee shall accrue sick leave in accordance with the City's personnel policies.

6. **VACATIONS.** Effective upon Employee's first day of employment, Employee shall be credited with fifteen (15) days of accrued vacation leave. Thereafter, Employee shall accrue vacation leave in accordance with the City's personnel policies.

7. **HOLIDAYS.** Employer shall provide Employee the same holidays as enjoyed by other non-union employees.

8. **GENERAL INSURANCE.** Employer shall provide Employee the same group insurance benefits as provided to all other non-union employees.

9. **CELL PHONE.** The city shall reimburse Employee \$60 per month for use of his personal cell phone for City business.

10. **DUES AND SUBSCRIPTIONS.** Employer shall budget and pay the professional dues and subscriptions for Employee which are deemed reasonable and necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth and advancement, e.g. International City/County Management Association, Minnesota City/County Management Association, League of Minnesota Cities.

11. **PROFESSIONAL DEVELOPMENT.** Employer shall budget and pay necessary and reasonable registration, travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employee serves as a member. Employee shall use good judgment in Employee's outside activities so Employee will not neglect the primary duties to the Employer.

12. **CIVIC CLUB MEMBERSHIP.** Employer recognizes the desirability of representation in and before local civic and other organizations. Employee is authorized to

become a member of such civic clubs or organizations as deemed appropriate by Employee and Employer; and at Employer's expense.

13. AUTOMOBILE. Employee shall be paid on a reimbursement basis for the use of Employee's personal automobile for Employer business. Mileage shall be submitted on a quarterly basis. Reimbursement shall be based on the current IRS mileage reimbursement rate.

14. GENERAL EXPENSES. Employer shall reimburse Employee reasonable miscellaneous job related expenses which it is anticipated Employee will incur from time to time when provided appropriate documentation.

15. HOURS OF WORK. It is understood that the position of City Administrator requires attendance at evening meetings and occasionally at weekend meetings. It is understood by Employee that additional compensation and compensatory time shall not be allowed for such additional expenditures of time. It is further understood that Employee may absent himself/herself from the office to a reasonable extent in consideration of extraordinary time expenditures for evening and weekend meetings at other than normal working hours.

16. OTHER CONDITIONS OF EMPLOYMENT. The City's ordinances, City Employee policies, and City Employee Handbook, as may be amended from time to time, are all incorporated herein except to the extent that they conflict with this Employment Agreement.

17. TERMINATION BENEFITS. In the event that Employee is terminated by the Employer during such time that Employee is willing and able to perform the duties of City Administrator, then in that event, Employer agrees to pay Employee four (4) months salary, payable on a by-weekly basis, and to continue to provide and pay for the benefits set forth in paragraph 8 for a period of four (4) months following termination. However, in the event Employee is terminated because of his/her malfeasance in office, gross misconduct, conviction

for a felony, or conviction for an illegal act involving personal gain to Employee, then Employer shall have no obligation to pay the termination benefits.

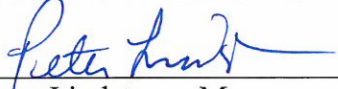
If Employer at any time during the employment term reduces the salary or other financial benefits of Employee in a greater percentage than across-the-board reduction for all non-union employees, or if Employer refuses, following written notice, to comply with any other provisions of this Agreement benefiting Employee or Employee resigns following a formal suggestion by Employer that he/she resign, then Employee may, at his/her option, be deemed to be "terminated" on the effective date of Employee's resignation and the Employee shall also be entitled to receive the termination benefits set forth above.

If Employee voluntarily resigns his position with Employer, Employee agrees to give the Employer forty-five (45) days advance notice. If Employee voluntarily resigns his/her position with Employer, no termination benefits shall be paid to Employee. If Employee does not give Employer at least forty-five (45) days advance notice of Employee's resignation, Employee will not be paid any accrued and unused sick and vacation leave pay otherwise payable to Employee.

18. GENERAL CONDITIONS OF EMPLOYMENT. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from his/her position with Employer, subject only to the provisions of this Agreement.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf by its Mayor and City Clerk, and Employee has signed this Agreement, in duplicate, the day and year first written above.

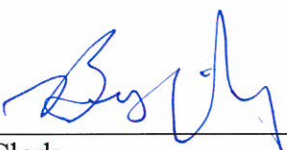
CITY OF FALCON HEIGHTS

BY: 
Peter Lindstrom, Mayor

EMPLOYEE


Sack Thongvanh

AND


City Clerk

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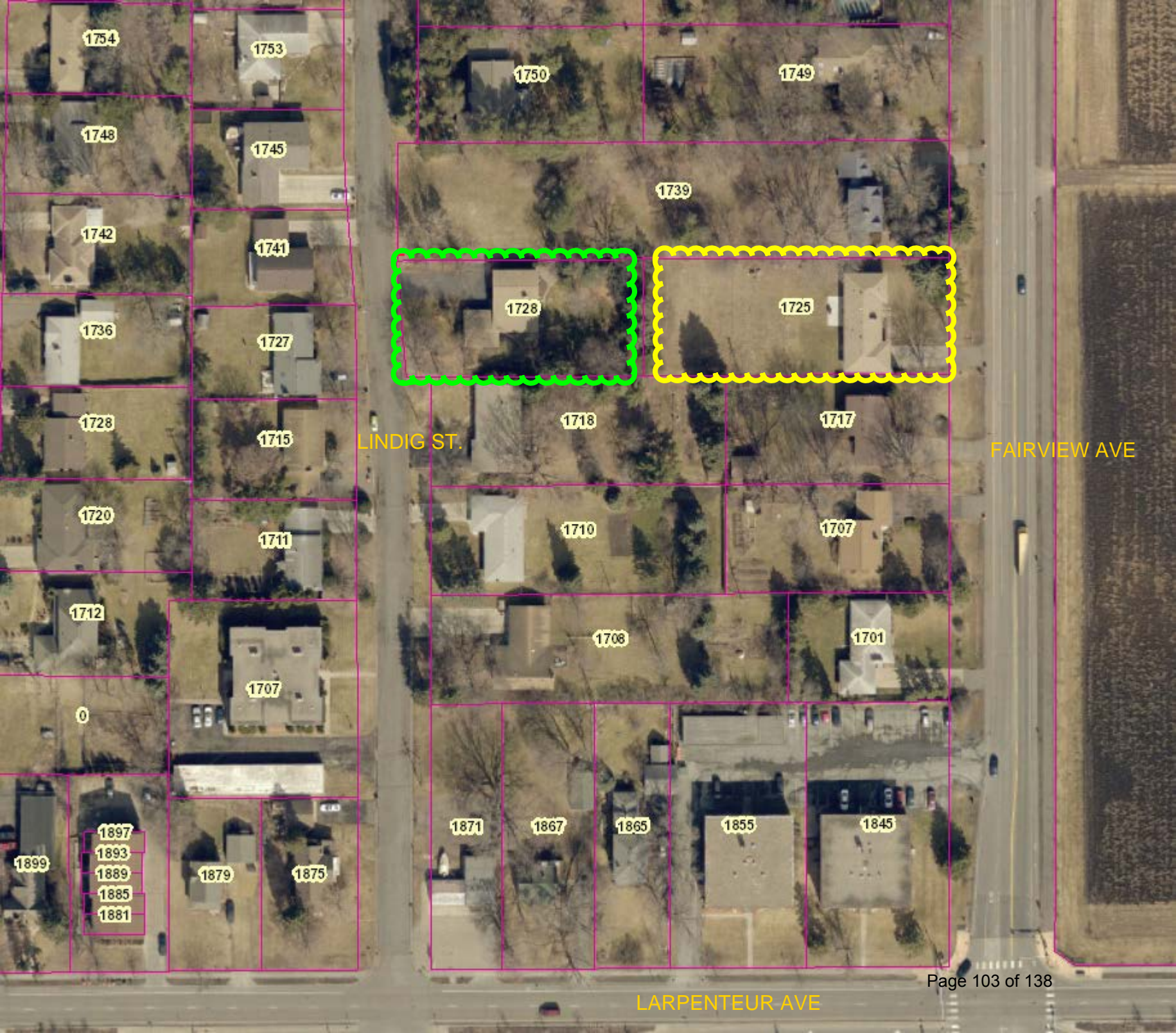
The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Consent F4
Attachment	Supporting Documents
Submitted By	Paul Moretto, Community Development Coordinator

Item	Vacation of Easement at 1728 Lindig Street
Description	<p>On February 23rd of 1965, the Village of Falcon Heights acquired from Joseph D. and Dorothy M. Bianchi a 5 foot easement #1643377 in the rear yard of their parcel located on a line as legal described: That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating.</p> <p>This easement was acquired with the intended purpose of establishing utilities, water drainage, and other public purposes. The adjoining parcels to the North and South of this easement do not have connecting easements. This, essentially, makes the easement unusable.</p> <p>Being that there is no recognized public use or public good for this easement it is recommended that it be in the benefit of the City of Falcon Heights to vacate this easement.</p> <p>The City of Falcon Heights Planning Commission held a hearing on August 23, 2016. The applicant testified that there are no utilities on the easement and it is a burden. No one testified against the resolution. The Planning Commission unanimously voted to recommend APPROVAL of the resolution to Council.</p>
Budget Impact	The City received application fee.
Attachment(s)	<ul style="list-style-type: none"> • Vacation of Easement Application • Resolution 16-32 Authorizing the Vacate of Easement for 1728 Lindig Street • Site Map

Action(s) Requested	Staff request approval of attached resolution to vacate an easement at 1728 Lindig Street.
--------------------------------	--



LINDIG ST.

FAIRVIEW AVE

LARPEUR AVE

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PAID

Action Requested By:

Name of Property Owner MARY K. VOLK
Phone (h) 651.483.9042 (w)
Address of Property Owner 1728 LINDIG ST FALCON HEIGHTS, MN 55113-5529
Name of Applicant (if different)
Address Phone

Property Involved:

Address 1728 LINDIG ST FALCON HEIGHTS, MN
Legal Description 16/29/29 Subj to St And Esmts And Ex E 290 7/10 Ft The N 94 63/100 Ft Of S624 88/100 Ft Of E 30 Acres Of SW 1/4 Of Sec 16 Th 29 Rn 23
Property Identification Number (PIN) 16.29.23.34.0013

Present Use of Property (check one):

- Single Family Dwelling
Duplex/Two Family Dwelling
Multi Family Complex
Business/Commercial
Government/Institutional
Vacant Land

Action Requested (NON-REFUNDABLE):

- Variance (\$350.00)
Conditional Use Permit (\$500.00)
Rezoning, Zoning Amendment (\$500.00)
Comprehensive Plan Amendment (\$550.00)
Lot Split (\$250.00)
Site Plan Review (\$100.00)
Subdivision (Fee on request)
Other (Please Specify) VACATE EASEMENT \$100.00

The above Application Fees do not include any additional fees that might be required, including legal, engineering, consulting and additional City services. Applicants should meet with City Staff prior to submitting application to discuss applicable ordinances, required attachments, timelines and fees.

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

See Attached

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

Signature of Property Owner (required) Signature of Applicant (if applicable)

July 27, 2016

Planning Commission
City of Falcon Heights Minnesota

Re: Vacate Easement Request

The original purposes of this easement, granted in 1965, were to allow “constructing, erecting, maintaining, repairing, operating, inspecting and replacing public and private utilities ...”.

However, no public nor private utilities have been placed on the easement in more than fifty years. The easement is isolated along with its companion on the 1725 N Fairview Ave property. There are no similar easements in line with it on adjacent or contiguous properties to the north or south on the east side of Lindig St.

The purposes of this easement are no longer valid and I request that the Planning Commission recommend the City of Falcon Heights vacate this easement.

Thank you.



Mary K. Volk
1728 Lindig St
Falcon Heights, MN 55113-5529

Parcel #	Area (AC)	Value	Notes
5) (-150)	147.25	1764 (95)	
4) (-125)	146.74	182.8	
3) (-100)	150.19	40 AC. (82)	
2) (-75)	151.64	181.77	
1) (-50)	151.87	.97 AC. (12)	
0) (-25)	153.37	490	
9) (-100)	154.78	492.21	
8) (-75)	156.23	40 AC. (13)	
7) (-50)	157.69	191.5	
6) (-25)	159.14	238.21	
5) (0)	160.59	238.21	
4) (25)	162.04	238.21	
3) (50)	163.49	238.21	
2) (75)	164.94	238.21	
1) (100)	166.39	238.21	
0) (125)	167.84	238.21	
9) (150)	169.29	238.21	
8) (175)	170.74	238.21	
7) (200)	172.19	238.21	
6) (225)	173.64	238.21	
5) (250)	175.09	238.21	
4) (275)	176.54	238.21	
3) (300)	177.99	238.21	
2) (325)	179.44	238.21	
1) (350)	180.89	238.21	
0) (375)	182.34	238.21	
9) (400)	183.79	238.21	
8) (425)	185.24	238.21	
7) (450)	186.69	238.21	
6) (475)	188.14	238.21	
5) (500)	189.59	238.21	
4) (525)	191.04	238.21	
3) (550)	192.49	238.21	
2) (575)	193.94	238.21	
1) (600)	195.39	238.21	
0) (625)	196.84	238.21	
9) (650)	198.29	238.21	
8) (675)	199.74	238.21	
7) (700)	201.19	238.21	
6) (725)	202.64	238.21	
5) (750)	204.09	238.21	
4) (775)	205.54	238.21	
3) (800)	206.99	238.21	
2) (825)	208.44	238.21	
1) (850)	209.89	238.21	
0) (875)	211.34	238.21	
9) (900)	212.79	238.21	
8) (925)	214.24	238.21	
7) (950)	215.69	238.21	
6) (975)	217.14	238.21	
5) (1000)	218.59	238.21	
4) (1025)	220.04	238.21	
3) (1050)	221.49	238.21	
2) (1075)	222.94	238.21	
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8) (1175)	228.74	238.21	
7) (1200)	230.19	238.21	
6) (1225)	231.64	238.21	
5) (1250)	233.09	238.21	
4) (1275)	234.54	238.21	
3) (1300)	235.99	238.21	
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6) (1475)	246.14	238.21	
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2) (1575)	251.94	238.21	
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7) (1950)	273.69	238.21	
6) (1975)	275.14	238.21	
5) (2000)	276.59	238.21	
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8) (2175)	286.74	238.21	
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4) (2275)	292.54	238.21	
3) (2300)	293.99	238.21	
2) (2325)	295.44	238.21	
1) (2350)	296.89	238.21	
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8) (2425)	301.24	238.21	
7) (2450)	302.69	238.21	
6) (2475)	304.14	238.21	
5) (2500)	305.59	238.21	
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3) (2550)	308.49	238.21	
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8) (3175)	344.74	238.21	
7) (3200)	346.19	238.21	
6) (3225)	347.64	238.21	
5) (3250)	349.09	238.21	
4) (3275)	350.54	238.21	
3) (3300)	351.99	238.21	
2) (3325)	353.44	238.21	
1) (3350)	354.89	238.21	
0) (3375)	356.34	238.21	
9) (3400)	357.79	238.21	
8) (3425)	359.24	238.21	
7) (3450)	360.69	238.21	
6) (3475)	362.14	238.21	
5) (3500)	363.59	238.21	
4) (3525)	365.04	238.21	
3) (3550)	366.49	238.21	
2) (3575)	367.94	238.21	
1) (3600)	369.39	238.21	
0) (3625)	370.84	238.21	
9) (3650)	372.29	238.21	
8) (3675)	373.74	238.21	
7) (3700)	375.19	238.21	
6) (3725)	376.64	238.21	
5) (3750)	378.09	238.21	
4) (3775)	379.54	238.21	
3) (3800)	380.99	238.21	
2) (3825)	382.44	238.21	
1) (3850)	383.89	238.21	
0) (3875)	385.34	238.21	
9) (3900)	386.79	238.21	
8) (3925)	388.24	238.21	
7) (3950)	389.69	238.21	
6) (3975)	391.14	238.21	
5) (4000)	392.59	238.21	
4) (4025)	394.04	238.21	
3) (4050)	395.49	238.21	
2) (4075)	396.94	238.21	
1) (4100)	398.39	238.21	
0) (4125)	399.84	238.21	
9) (4150)	401.29	238.21	
8) (4175)	402.74	238.21	
7) (4200)	404.19	238.21	
6) (4225)	405.64	238.21	
5) (4250)	407.09	238.21	
4) (4275)	408.54	238.21	
3) (4300)	409.99	238.21	
2) (4325)	411.44	238.21	
1) (4350)	412.89	238.21	
0) (4375)	414.34	238.21	
9) (4400)	415.79	238.21	
8) (4425)	417.24	238.21	
7) (4450)	418.69	238.21	
6) (4475)	420.14	238.21	
5) (4500)	421.59	238.21	
4) (4525)	423.04	238.21	
3) (4550)	424.49	238.21	
2) (4575)	425.94	238.21	
1) (4600)	427.39	238.21	
0) (4625)	428.84	238.21	
9) (4650)	430.29	238.21	
8) (4675)	431.74	238.21	
7) (4700)	433.19	238.21	
6) (4725)	434.64	238.21	
5) (4750)	436.09	238.21	
4) (4775)	437.54	238.21	
3) (4800)	438.99	238.21	
2) (4825)	440.44	238.21	
1) (4850)	441.89	238.21	
0) (4875)	443.34	238.21	
9) (4900)	444.79	238.21	
8) (4925)	446.24	238.21	
7) (4950)	447.69	238.21	
6) (4975)	449.14	238.21	
5) (5000)	450.59	238.21	
4) (5025)	452.04	238.21	
3) (5050)	453.49	238.21	
2) (5075)	454.94	238.21	
1) (5100)	456.39	238.21	
0) (5125)	457.84	238.21	
9) (5150)	459.29	238.21	
8) (5175)	460.74	238.21	
7) (5200)	462.19	238.21	
6) (5225)	463.64	238.21	
5) (5250)	465.09	238.21	
4) (5275)	466.54	238.21	
3) (5300)	467.99	238.21	
2) (5325)	469.44	238.21	
1) (5350)	470.89	238.21	
0) (5375)	472.34	238.21	
9) (5400)	473.79	238.21	
8) (5425)	475.24	238.21	
7) (5450)	476.69	238.21	
6) (5475)	478.14	238.21	
5) (5500)	479.59	238.21	
4) (5525)	481.04	238.21	
3) (5550)	482.49	238.21	
2) (5575)	483.94	238.21	
1) (5600)	485.39	238.21	
0) (5625)	486.84	238.21	
9) (5650)	488.29	238.21	
8) (5675)	489.74	238.21	
7) (5700)	491.19	238.21	
6) (5725)	492.64	238.21	
5) (5750)	494.09	238.21	
4) (5775)	495.54	238.21	
3) (5800)	496.99	238.21	
2) (5825)	498.44	238.21	
1) (5850)	499.89	238.21	
0) (5875)	501.34	238.21	
9) (5900)	502.79	238.21	
8) (5925)	504.24	238.21	
7) (5950)	505.69	238.21	
6) (5975)	507.14	238.21	
5) (6000)	508.59	238.21	
4) (6025)	510.		

BOOK 1955 PAGE 364

described, over and across the following described premises situated in Ramsey County, Minnesota:

That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 feet of the SW 1/4 of Section 16, Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating, all as is more fully shown on the survey which is attached hereto as Exhibit A and made a part hereof by reference.

IN TESTIMONY WHEREOF, said parties have hereunto set their hands the date and year first above written.

Joseph D. Bianchi
Joseph D. Bianchi

Dorothy M. Bianchi
Dorothy M. Bianchi

STATE OF MINNESOTA)
 Hennepin) ss
COUNTY OF RAMSEY

On this 23rd day of February, 1965, before me, a Notary Public within and for said County, personally appeared Joseph D. Bianchi and Dorothy M. Bianchi, husband and wife, to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Roy J. Berggren
Notary Public
ROY J. BERGGREN
Notary Public, Hennepin County, Minn.
(My Commission Expires Nov. 7, 1969.)

Ramsey County Tax Parcel Map

Ramsey County - Property Records and Revenue

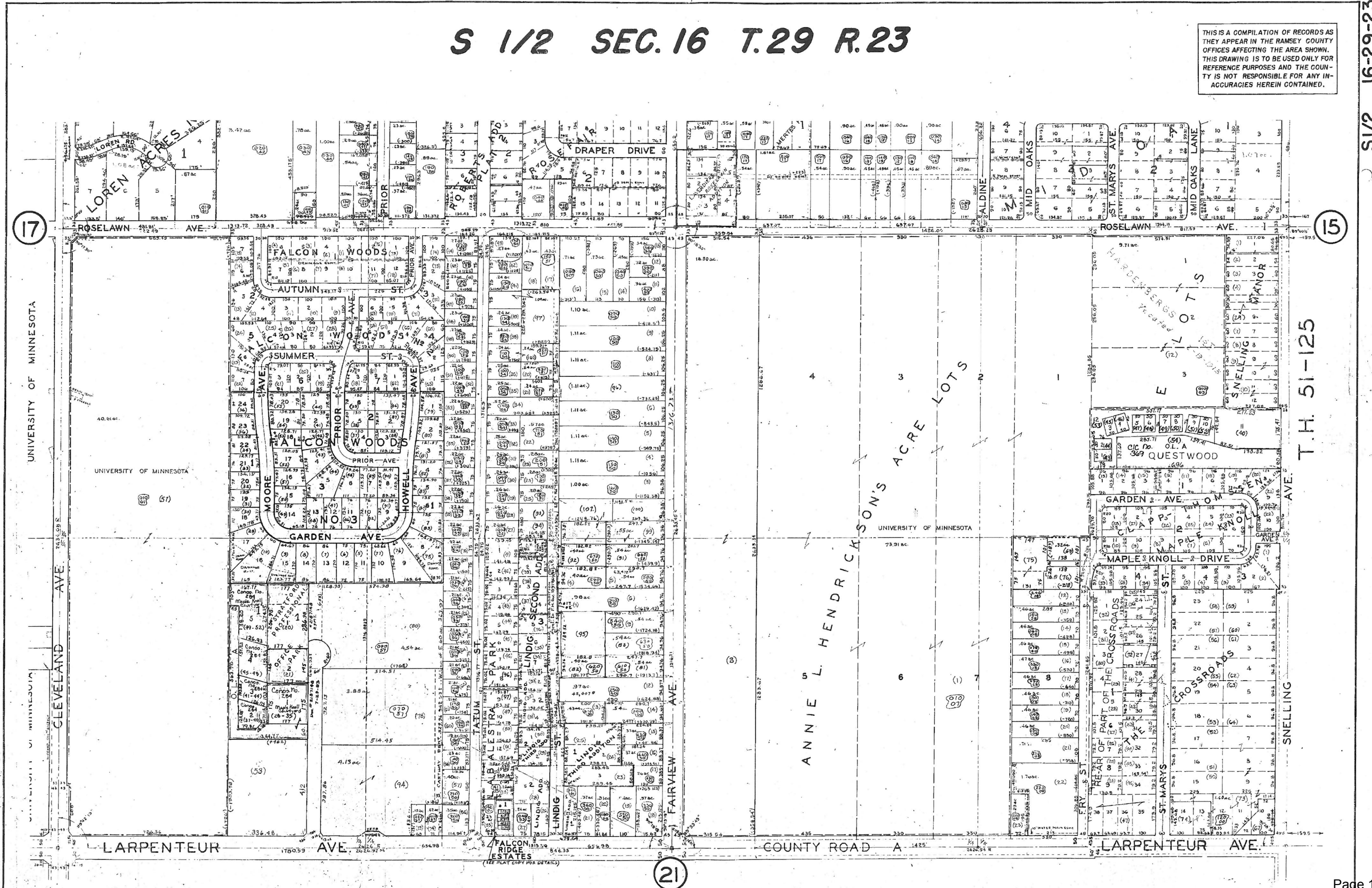
Disclaimer:

Date published: 07/22/2014

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE RAMSEY COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.

S 1/2 SEC. 16 T.29 R.23

THIS IS A COMPILATION OF RECORDS AS THEY APPEAR IN THE RAMSEY COUNTY OFFICES AFFECTING THE AREA SHOWN. THIS DRAWING IS TO BE USED ONLY FOR REFERENCE PURPOSES AND THE COUNTY IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED.



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S 1/2 16-29-23

T.H. 51-125

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 12, 2016

No. 16-32

A RESOLUTION VACATING EASEMENT

WHEREAS, pursuant to Minnesota Statutes Section 412.851, after two (2) weeks' published and posted notice of the hearing and after mailing written notice of the hearing at least ten (10) days before the hearing to each property owner affected by the proposed vacation, the Falcon Heights City Council has conducted a hearing to consider the vacation of the easement #1643377 for drainage and utility purposes located as legally described:

That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating.

WHEREAS, it appears that it is in the public interest to vacate the West 5 feet of the easement as described above.

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

1. The easement located at that portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating, that the West 5 feet is hereby vacated.
2. The City Clerk is directed to file a certified copy of this Resolution with the County Auditor and County Recorder/Registrar of Titles.

FURTHER, that said vacation shall not affect the authority of any person, corporation, or municipality owning or controlling the electric or telephone poles and lines, gas lines, sanitary and storm sewer lines, water pipes, mains, hydrants, and

natural drainage areas there on or there under, to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace, remove, or otherwise attend thereof.

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
GUSTAFSON
HARRIS _____ Against
BROWN THUNDER
FISCHER

Attested by: _____

Sack Thongvanh
City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Consent F5
Attachment	Supporting Documents
Submitted By	Paul Moretto, Community Development Coordinator

Item	Vacation of Easement for 1725 Fairview Avenue
Description	<p>On February 23rd of 1965, the Village of Falcon Heights acquired from Joseph D. and Dorothy M. Bianchi a 5 foot easement #1643377 in the rear yard of their parcel located on a line as legal described: That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating.</p> <p>This easement was acquired with the intended purpose of establishing utilities, water drainage, and other public purposes. The adjoining parcels to the North and South of this easement do not have connecting easements. This, essentially, makes the easement unusable.</p> <p>Being that there is no recognized public use or public good for this easement it is recommended that it be in the benefit of the City of Falcon Heights to vacate this easement.</p> <p>The City of Falcon Heights Planning Commission held a hearing on August 23, 2016. The applicant testified that there are no utilities on the easement and it is a burden. No one testified against the resolution. The Planning Commission unanimously voted to recommend APPROVAL of the resolution to Council.</p>
Budget Impact	No Changes
Attachment(s)	<ul style="list-style-type: none"> • 1725 Fairview Application for Easement Vacation • Site Map • Resolution 16-33 Authorizing the Vacate of Easement for 1725 Fairview Ave

Action(s) Requested	Staff recommends approval of attached resolution for the vacation of easement for 1725 Fairview Ave.
--------------------------------	--



City of Falcon Heights
Planning Application

PAID
COPY

Action Requested By:

Name of Property Owner SHIRLEY A. REIDER / DENNIS R. LIENKE
Phone (h) 651-644-7845 (SAR) (w) 651-644-8568 (DRL)
Address of Property Owner 1725 FAIRVIEW AVE NORTH, FALCON HGTS 55113
Name of Applicant (if different) NA
Address _____ Phone _____

Property Involved:

Address 1725 FAIRVIEW AVE NORTH FALCON HGTS 55113
Legal Description the East 290.70 feet of the North 94.63 feet of the South 624.88 feet of the Southwest 1/4, SECTION 16, Township 29, Range 23, Ramsey County
Property Identification Number (PIN) 16.29.23.34.0014

Present Use of Property (check one):

- Single Family Dwelling
- Duplex/Two Family Dwelling
- Multi Family Complex
- Business/Commercial
- Government/Institutional
- Vacant Land

Action Requested (NON-REFUNDABLE):

- Variance (\$350.00)
- Conditional Use Permit (\$500.00)
- Rezoning, Zoning Amendment (\$500.00)
- Comprehensive Plan Amendment (\$550.00)
- Lot Split (\$250.00)
- Site Plan Review (\$100.00)
- Subdivision (Fee on request)
- Other (Please Specify)
Vacate easements

The above Application Fees do not include any additional fees that might be required, including legal, engineering, consulting and additional City services. Applicants should meet with City Staff prior to submitting application to discuss applicable ordinances, required attachments, timelines and fees.

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

Vacate 2 easements granted to City of FH for utilities lot #1643377 and Hwy street + Alley #1605643. City NEVER used + City now has no access to use.

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

Shirley A. Reider _____
Signature of Property Owner (required) Signature of Applicant (if applicable)

BOOK 1955 PAGE 964

described, over and across the following described premises situated in Ramsey County, Minnesota:

That portion of the North 94.63 feet of the South 624.85 feet of the East 492.20 feet of the SW $\frac{1}{4}$ of Section 16, Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating, all as is more fully shown on the survey which is attached hereto as Exhibit A and made a part hereof by reference.

IN TESTIMONY WHEREOF, said parties have hereunto set their hands the date and year first above written.

Joseph D. Bianchi
Joseph D. Bianchi
Dorothy M. Bianchi
Dorothy M. Bianchi

STATE OF MINNESOTA }
Hennepin } ss
COUNTY OF RAMSEY }

On this 23rd day of February, 1965, before me, a Notary Public within and for said County, personally appeared Joseph D. Bianchi and Dorothy M. Bianchi, husband and wife, to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

Roy J. Berggren
Notary Public
ROY J. BERGGREN
Notary Public, Hennepin County, Minn.
My Commission expires Nov. 7, 1959.

CHARLES O. GEORGI COMPANY

2215 West County Road B

Saint Paul 8, Minnesota

REGISTERED CIVIL ENGINEER AND LAND SURVEYOR

Certificate of Survey

I Hereby Certify that this plat shows a building location survey made by me on the property described on this plat, and that all locations, have been correctly shown. Approval is requested of record by the Village Council for a building permit for the use

Date July 1964 Lindig St described below

Scale 1" = 100' By [Signature] REGISTERED LAND SURVEYOR

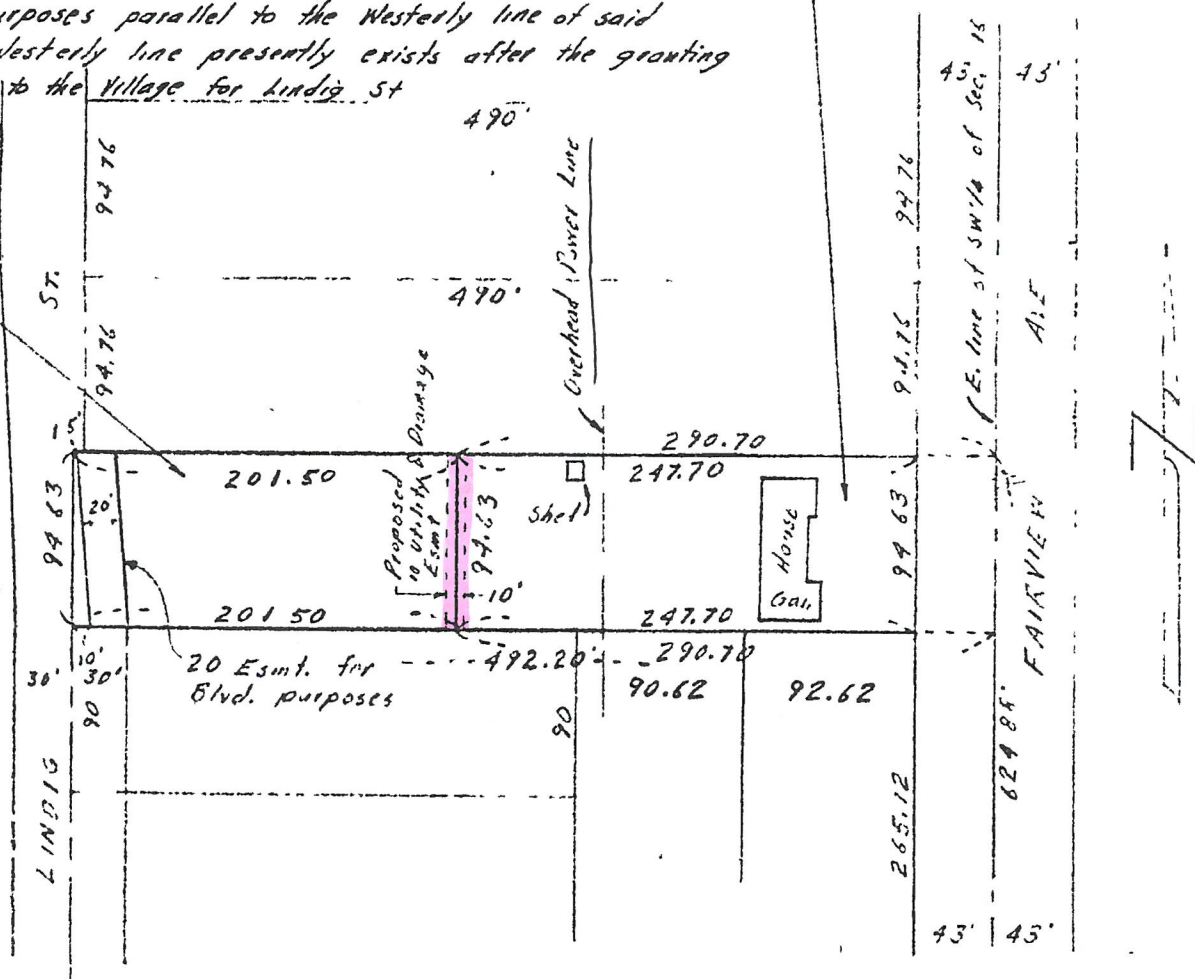
Joseph D. Bianchi
Description:

That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 feet of the SW 1/4 of Section 16, T29N. R23W, except the East 290.70 feet thereof and subject to the rights of the public in Lindig St, described as follows: beginning at the Southwest corner of said parcel, thence North 94.63 feet along the West line of said parcel to the Northwest corner of said parcel, thence East along the North line of said parcel 1.5 feet, thence Southeasterly in a straight line to a point on the South line of said parcel 10 feet East of the Southwest corner of said parcel, thence West along the South line of said parcel to the Southwest corner of said parcel. Subject to a 20 foot easement to the Village of Falcon Heights for boulevard purposes parallel to the Westerly line of said parcel as said Westerly line presently exists after the granting of the easement to the Village for Lindig St

DESCRIPTION

The East 290.70 feet of the North 94.63 feet of the South 624.88 feet of the SW 1/4 of Section 16, T29N. R23W, subject to the rights of the public in Fairview Ave.

NOTE:
It is recommended that the easements along Lindig St. be decided to the Village for Tax purposes.



Ramsey County Tax Parcel Map

Ramsey County - Property Records and Revenue

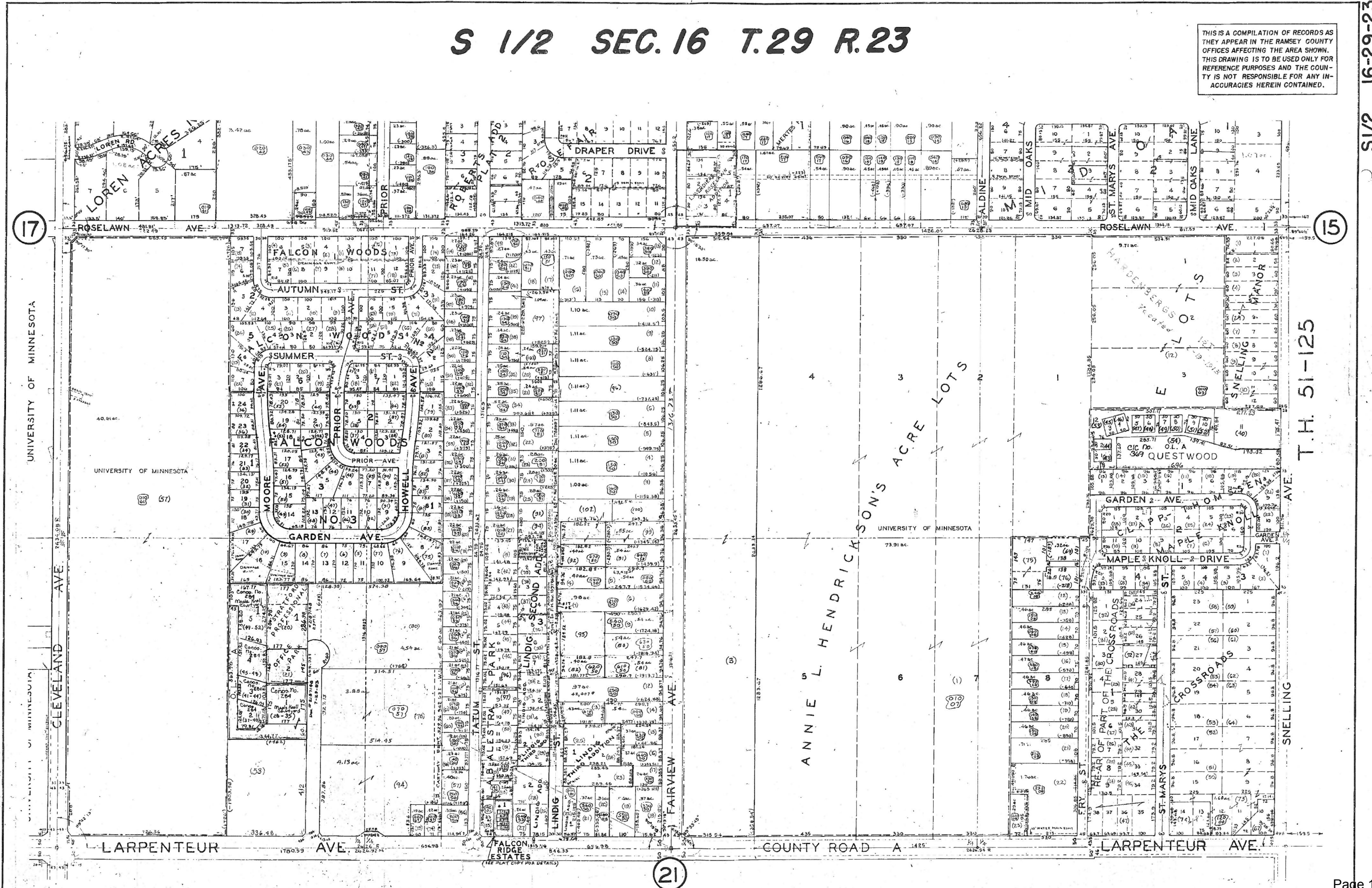
Disclaimer:

Date published: 07/22/2014

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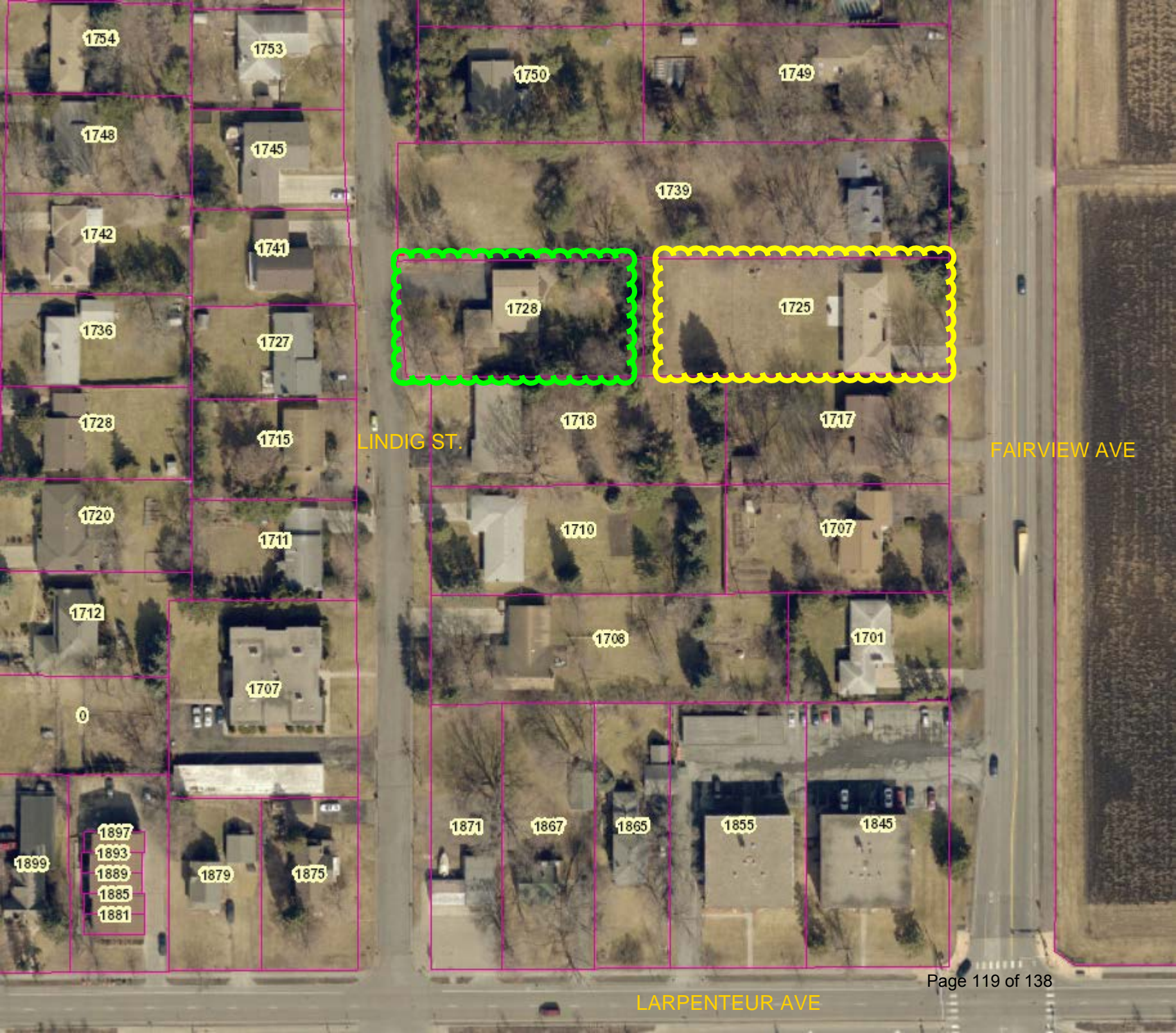
S 1/2 SEC. 16 T.29 R.23

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S 1/2 16-29-23

T.H. 51-125



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LINDIG ST.

FAIRVIEW AVE

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**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 12, 2016

No. 16-33

A RESOLUTION VACATING EASEMENT

WHEREAS, pursuant to Minnesota Statutes Section 412.851, after two (2) weeks' published and posted notice of the hearing and after mailing written notice of the hearing at least ten (10) days before the hearing to each property owner affected by the proposed vacation, the Falcon Heights City Council has conducted a hearing to consider the vacation of the easement #1643377 for drainage and utility purposes located as legally described:

That portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating.

WHEREAS, it appears that it is in the public interest to vacate the East 5 feet easement as described above.

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

1. The easement located at that portion of the North 94.63 feet of the South 624.88 feet of the East 492.20 Feet of the SW ¼ of Section 16 Township 29 North, Range 23 West, subject to the rights of the public in Lindig St. and Fairview Ave. which lies 5 feet on either side of the following described line: beginning at a point on the north line of said parcel 290.70 feet West of the Center line of Fairview Avenue (said point and said line also being 247.70 feet West of the North East corner of said parcel) thence South parallel to the East line of said parcel 94.63 feet to the South line of said parcel and there terminating, that the East 5 feet is hereby vacated.
2. The City Clerk is directed to file a certified copy of this Resolution with the County Auditor and County Recorder/Registrar of Titles.

FURTHER, that said vacation shall not affect the authority of any person, corporation, or municipality owning or controlling the electric or telephone poles and lines, gas lines, sanitary and storm sewer lines, water pipes, mains, hydrants, and

natural drainage areas there on or there under, to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace, remove, or otherwise attend thereof.

Moved by:

Approved by: _____

Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
GUSTAFSON
HARRIS _____ Against
BROWN THUNDER
FISCHER

Attested by: _____

Sack Thongvanh
City Administrator



The City That Soars!

REQUEST FOR COUNCIL ACTION

Meeting Date	October 12, 2016
Agenda Item	Policy G1
Attachment	Feasibility Report, Resolution
Submitted By	Jesse Freihammer, City Engineer

Item	Receive Feasibility Report and Order Public Hearing for the 2017 Pavement Management Program – University Grove
Description	<p>On May 11, 2016 the City Council ordered the preparation of a feasibility report for the 2017 Pavement Management Project (PMP). The following streets have been identified to be considered for improvements in 2017:</p> <ul style="list-style-type: none"> • Folwell Ave, from Fulham St to Hoyt Ave • Vincent St, from Hoyt Ave to Folwell Ave • Northrup Ave, from Hoyt Ave to Folwell Ave • Burton St, from Hoyt Ave to Folwell Ave • Coffman St, From Hoyt Ave to Larpenteur Ave <p>The pathway along Roselawn from Fairview Ave to Cleveland Ave will be included as well.</p> <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 2017 Pavement Management Program. 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 calling the public hearing for December 14, 2016, is attached. A portion of the 2017 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 improvements:</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)	<ul style="list-style-type: none">• Feasibility Report• Resolution 16-34 Receiving the 2017 Pavement Management Project Feasibility Report and Calling Public Hearing for Improvement
Action(s) Requested	Receive Feasibility Report and Calling Public Hearing set for December 14, 2016 for the 2017 Pavement Management Program.



CITY OF
FALCON HEIGHTS

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

Feasibility Report

2017 Pavement Management Program Project FH-17-07

Folwell Ave, from Fulham St to Hoyt Ave
Vincent St, from Hoyt Ave to Folwell Ave
Northrup Ave, from Hoyt Ave to Folwell Ave
Burton St, from Hoyt Ave to Folwell Ave
Coffman St, From Hoyt Ave to Larpenteur Ave

Prepared by: Jesse Freihammer
City 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.

, P.E.

Registration No. 47272

INTRODUCTION

This preliminary feasibility report outlines the proposed 2017 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:

University Grove Neighborhood

- Folwell Ave, from Fulham St to Hoyt Ave
- Vincent St, from Hoyt Ave to Folwell Ave
- Northrup Ave, from Hoyt Ave to Folwell Ave
- Burton St, from Hoyt Ave to Folwell Ave
- Coffman St, From Hoyt Ave to Larpenteur Ave

The proposed project involves street reclamation, spot curb replacement, utility improvements, and watermain replacement in certain areas. 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 2017 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 storm sewer manholes and catch basins. The watermain system is owned and operated by St. Paul Regional Water Services and they have identified a number of the watermains in the project area that they will be replacing as part of this project.

The total project cost is estimated to be \$ 831,000, which includes contingencies and overhead costs. Funding for the project will be provided through assessments from the benefitting properties, Stormwater 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 2017 construction season. The project was initiated by council/staff as part of the City's Pavement Management Program.

PUBLIC INVOLVEMENT

An informational meeting was held on April 20, 2016, for residents who live within the proposed 2017 PMP project. Meeting notices were sent out about two weeks in advance to the adjacent property owners. Approximately 30 people attended. 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 scope of the project, the proposed project schedule, the City's assessment policy, and about pedestrian facilities.

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 = Reclaim Pavement; marginal = Mill and Overlay. This rating system assists in prioritizing roadway improvements and projecting costs for use in the City's pavement management and capital improvements plan.

Street	Est. 2017 Rating	2017 Category
Burton Street, Hoyt Ave to Folwell Ave	43	Marginal
Coffman Street, Hoyt Ave to Folwell Ave	42	Marginal
Coffman Street, Folwell Ave to Larpenteur Ave	14	Problem
Folwell Ave, Fulham St to Vincent Ave	13	Problem
Folwell Ave, Vincent Ave to Northrup Ave	12	Problem
Folwell Ave, Northrup Ave to Burton St	32	Problem
Folwell Ave, Burton St to Coffman St	38	Marginal/ Problem
Folwell Ave, Coffman St to Ford St	6	Problem
Folwell Ave, Ford St to Hoyt Ave	6	Problem
Northrup Ave, Hoyt Ave to Folwell Ave	22	Problem
Vincent Ave, Hoyt Ave to Folwell Ave	23	Problem

Actual levels of street improvements are determined by obtaining soil borings and a comprehensive geotechnical evaluation report.

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.

Special Considerations

A. Street Design

The streets within the proposed project vary from 28 feet to 34 feet in width. The right of way width for the streets vary with the University Grove Neighborhood typically 50 feet.

B. Pathway

1. *Roselawn Avenue*

There is an existing 8-foot wide bituminous trail located on the south side of Roselawn. 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.

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 identified the watermain in the University Grove neighborhood for replacement.

2. *Sanitary Sewer System*

All of the sanitary sewers that are within the project areas have been lined via the CIPP rehabilitation process. There is no work anticipated on the sanitary sewer system as part of this project.

3. *Storm Sewer System/ Drainage*

Various storm sewer repairs will be made to existing catch basins and storm sewer manholes as part of this project. There may be some catch basins added to help alleviate poor drainage as part of this project as well. This will be determined during the preliminary design stage of the project.

PROPOSED CONSTRUCTION

General Comments

Due to the pavement condition in the University Grove neighborhood reclamation of the pavement is proposed as the method of pavement construction. This process involves the removal of all the bituminous pavement along with the gravel layer. These materials are mixed together and placed back in place. Some of the material is removed, while the rest is re-compacted and used as aggregate base. Then new layers of bituminous will be placed down to bring the road back to the current grad. Spot curb repair and various storm sewer improvements will be done as well.

The watermain system is owned and operated by St. Paul Regional Water Services and they have identified a number of the watermain in the University Grove Neighborhood that they will be replacing as part of this project. This all costs associated with the watermain replacement will be paid by St. Paul Regional Water Services.

ESTIMATED COSTS AND PROPOSED FUNDING

Proposed project costs for the 2017 PMP Improvement Project (including bituminous streets, storm 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 2017. 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	\$750,000	\$200,000	\$294,984	\$197,516	\$0	\$57,500
Pathway Improvements	\$81,000	\$0	\$81,000	\$0	\$0	\$0
Total	\$ 831,000	\$200,000	\$375,984	\$197,516	\$0	\$57,500

*Includes Engineering

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 did not assess for pathway replacement along Roselawn Ave in 2015.

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 2017, the final assessment amount would be determined following an assessment hearing in the fall of 2017 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.
- 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 tables below list the breakdown of costs for the reclaim streets along with the frontage and per foot rates based on percentage.

Preliminary Assessment Summary- University Grove	
100% of project cost/ foot	\$70.00
60% of project cost/ foot	\$42.00
40% of project cost/ foot	\$28.00

The following factors regarding the City of Falcon Heights assessment policies should be considered:

- The University of Minnesota owned properties in the University Grove Neighborhood that 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 City will be meeting with the University Real Estate division to discuss if 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 will update the City Council as information becomes available.

PROPOSED PROJECT SCHEDULE

Neighborhood Meeting	April 20, 2016
Prepare Feasibility Report	Spring 2016
Preliminary Design	Fall 2016
Neighborhood Meeting	Fall 2016
Public Hearing/Authorize Plans and Spec	December 14, 2016
Construction	Summer 2017
Final Assessment Hearing	October 2017

PRELIMINARY ASSEMENT ROLL

Parcel ID	Site Address	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
202923110029	2165 Hoyt Ave W	Falcon Heights MN 55108	130.00	130.00	40%	\$ 28.00	\$ 3,640.00	
202923110256	2161 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923110255	2173 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923110038	2099 Hoyt Ave W	Falcon Heights MN 55108	95.00	0.00	40%	\$ 28.00	\$ -	
202923110257	2159 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923110014	2111 Folwell Ave	Falcon Heights MN 55108	74.00	74.00	40%	\$ 28.00	\$ 2,072.00	
202923120066	2222 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120056	1569 Northrop St	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120055	1575 Northrop St	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120030	2292 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120031	2286 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120033	1595 Vincent St	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120002	2303 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120003	2297 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120004	2291 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120005	2285 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120006	2279 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120007	2273 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120008	2267 Folwell Ave	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120061	1572 Northrop St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120072	1571 Burton St	Falcon Heights MN 55108	90.00	90.00	40%	\$ 28.00	\$ 2,520.00	
202923120071	1579 Burton St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120070	1587 Burton St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120077	1586 Burton St	Falcon Heights MN 55108	216.00	108.00	40%	\$ 28.00	\$ 3,024.00	
202923120078	1578 Burton St	Falcon Heights MN 55108	216.00	108.00	40%	\$ 28.00	\$ 3,024.00	
202923120063	1580 Northrop St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120034	1589 Vincent St	Falcon Heights MN 55108	65.00	65.00	40%	\$ 28.00	\$ 1,820.00	
202923120048	1588 Vincent St	Falcon Heights MN 55108	63.40	63.40	40%	\$ 28.00	\$ 1,775.20	
202923120067	2216 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120068	2208 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120035	1583 Vincent St	Falcon Heights MN 55108	60.00	60.00	40%	\$ 28.00	\$ 1,680.00	
202923120036	1577 Vincent St	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120037	1571 Vincent St	Falcon Heights MN 55108	60.30	60.30	40%	\$ 28.00	\$ 1,688.40	
202923120044	1564 Vincent St	Falcon Heights MN 55108	60.00	0.00	40%	\$ 28.00	\$ -	
202923120045	1570 Vincent St	Falcon Heights MN 55108	60.30	60.30	40%	\$ 28.00	\$ 1,688.40	
202923120046	1576 Vincent St	Falcon Heights MN 55108	61.20	61.20	40%	\$ 28.00	\$ 1,713.60	
202923120047	1582 Vincent St	Falcon Heights MN 55108	63.40	63.40	40%	\$ 28.00	\$ 1,775.20	
202923120057	2243 Hoyt Ave W	Falcon Heights MN 55108	60.00	0.00	40%	\$ 28.00	\$ -	
202923120076	2190 Folwell Ave	Falcon Heights MN 55108	355.00	129.00	40%	\$ 28.00	\$ 3,612.00	long side/north side
202923110004	2179 Folwell Ave	Falcon Heights MN 55108	210.00	135.00	40%	\$ 28.00	\$ 3,780.00	long side/west side
202923120069	2202 Folwell Ave	Falcon Heights MN 55108	213.00	143.00	40%	\$ 28.00	\$ 4,004.00	long side
202923120083	1603 Northrop Ave	Falcon Heights MN 55108	98.40	98.40	40%	\$ 28.00	\$ 2,755.20	
202923120079	1564 Burton St	Falcon Heights MN 55108	216.00	108.00	40%	\$ 28.00	\$ 3,024.00	
202923120065	1596 Northrop St	Falcon Heights MN 55108	219.00	165.00	40%	\$ 28.00	\$ 4,620.00	long side, 54' short side/north side
202923120073	2203 Hoyt Ave W	Falcon Heights MN 55108	60.00	0.00	40%	\$ 28.00	\$ -	
202923120064	1588 Northrop St	Falcon Heights MN 55108	85.00	85.00	40%	\$ 28.00	\$ 2,380.00	
202923120084	1595 Northrop St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120029	2298 Folwell Ave	Falcon Heights MN 55108	121.00	121.00	40%	\$ 28.00	\$ 3,388.00	
202923120032	2280 Folwell Ave	Falcon Heights MN 55108	116.00	86.00	40%	\$ 28.00	\$ 2,408.00	long side, 30' short side/north side
202923120038	2271 Hoyt Ave W	Falcon Heights MN 55108	60.00	0.00	40%	\$ 28.00	\$ -	
202923120081	1596 Vincent St	Falcon Heights MN 55108	163.00	163.00	40%	\$ 28.00	\$ 4,564.00	
202923120053	1589 Northrop St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120054	1583 Northrop St	Falcon Heights MN 55108	65.00	65.00	40%	\$ 28.00	\$ 1,820.00	
202923120060	2225 Hoyt Ave W	Falcon Heights MN 55108	75.00	0.00	40%	\$ 28.00	\$ -	
202923120082	2252 Folwell Ave	Falcon Heights MN 55108	126.60	126.60	40%	\$ 28.00	\$ 3,544.80	
202923110015	2105 Folwell Ave	Falcon Heights MN 55108	74.00	74.00	40%	\$ 28.00	\$ 2,072.00	
202923110013	2115 Folwell Ave	Falcon Heights MN 55108	74.00	74.00	40%	\$ 28.00	\$ 2,072.00	
202923110258	2151 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120010	2261 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120011	2255 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120012	2249 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120014	2231 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120016	2217 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120018	2203 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923120015	2225 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923110009	2143 Folwell Ave	Falcon Heights MN 55108	80.00	80.00	40%	\$ 28.00	\$ 2,240.00	
202923120013	2243 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	

Parcel ID	Site Address	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
202923120017	2211 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
202923120019	2197 Folwell Ave	Falcon Heights MN 55108	80.14	80.14	40%	\$ 28.00	\$ 2,243.92	
202923120020	2189 Folwell Ave	Falcon Heights MN 55108	197.71	137.57	40%	\$ 28.00	\$ 3,851.96	Long side/east side
202923110010	2137 Folwell Ave	Falcon Heights MN 55108	80.00	80.00	40%	\$ 28.00	\$ 2,240.00	
202923110011	2129 Folwell Ave	Falcon Heights MN 55108	74.00	74.00	40%	\$ 28.00	\$ 2,072.00	
202923110012	2121 Folwell Ave	Falcon Heights MN 55108	74.00	74.00	40%	\$ 28.00	\$ 2,072.00	
202923110144	2097 Folwell Ave	Falcon Heights MN 55108	106.97	106.97	40%	\$ 28.00	\$ 2,995.16	
202923110262	2148 Folwell Ave	Falcon Heights MN 55108	77.00	77.00	40%	\$ 28.00	\$ 2,156.00	
202923110033	2124 Folwell St	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923110017	2180 Folwell Ave	Falcon Heights MN 55108	224.64	133.61	40%	\$ 28.00	\$ 3,741.08	
202923110259	2170 Folwell Ave	Falcon Heights MN 55108	77.00	77.00	40%	\$ 28.00	\$ 2,156.00	
202923110260	2160 Folwell Ave	Falcon Heights MN 55108	77.00	77.00	40%	\$ 28.00	\$ 2,156.00	
202923110261	2154 Folwell Ave	Falcon Heights MN 55108	77.00	77.00	40%	\$ 28.00	\$ 2,156.00	
202923110034	2118 Folwell Ave	Falcon Heights MN 55108	75.00	75.00	40%	\$ 28.00	\$ 2,100.00	
202923110035	2112 Folwell Ave	Falcon Heights MN 55108	80.00	80.00	40%	\$ 28.00	\$ 2,240.00	
202923110036	2108 Folwell Ave	Falcon Heights MN 55108	80.00	80.00	40%	\$ 28.00	\$ 2,240.00	
202923110037	2098 Folwell Ave	Falcon Heights MN 55108	185.14	98.41	40%	\$ 28.00	\$ 2,755.48	Long side only
202923110022	2140 Folwell Ave	Falcon Heights MN 55108	79.00	79.00	40%	\$ 28.00	\$ 2,212.00	
202923110032	2132 Folwell Ave	Falcon Heights MN 55108	70.00	70.00	40%	\$ 28.00	\$ 1,960.00	
		Falcon Heights MN 55108		0.00				336.92 Total footage for condo building
202923110145	1666 Coffman St Unit 101	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110146	1666 Coffman St Unit 102	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110147	1666 Coffman St Unit 103	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110148	1666 Coffman St Unit 104	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110149	1666 Coffman St Unit 105	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110150	1666 Coffman St Unit 106	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110151	1666 Coffman St Unit 107	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110152	1666 Coffman St Unit 108	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110153	1666 Coffman St Unit 111	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110154	1666 Coffman St Unit 112	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110155	1666 Coffman St Unit 113	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110156	1666 Coffman St Unit 114	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110157	1666 Coffman St Unit 116	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110158	1666 Coffman St Unit 117	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110159	1666 Coffman St Unit 118	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110160	1666 Coffman St Unit 119	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110161	1666 Coffman St Unit 120	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110162	1666 Coffman St Unit 121	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110163	1666 Coffman St Unit 122	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110164	1666 Coffman St Unit 123	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110165	1666 Coffman St Unit 124	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110166	1666 Coffman St Unit 125	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110167	1666 Coffman St Unit 126	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110168	1666 Coffman St Unit 127	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110169	1666 Coffman St Unit 128	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110170	1666 Coffman St Unit 129	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110171	1666 Coffman St Unit 130	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110172	1666 Coffman St Unit 131	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110173	1666 Coffman St Unit 132	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110174	1666 Coffman St Unit 133	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110175	1666 Coffman St Unit 134	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110176	1666 Coffman St Unit 201	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110177	1666 Coffman St Unit 202	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110254	1666 Coffman St Unit 203	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110180	1666 Coffman St Unit 204	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110181	1666 Coffman St Unit 205	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110182	1666 Coffman St Unit 206	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110183	1666 Coffman St Unit 207	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110184	1666 Coffman St Unit 208	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110185	1666 Coffman St Unit 209	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110186	1666 Coffman St Unit 211	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110187	1666 Coffman St Unit 212	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110188	1666 Coffman St Unit 213	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110189	1666 Coffman St Unit 214	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110190	1666 Coffman St Unit 215	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110191	1666 Coffman St Unit 216	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110192	1666 Coffman St Unit 217	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110193	1666 Coffman St Unit 218	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110194	1666 Coffman St Unit 219	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	

Parcel ID	Site Address	SiteCityStateZIP	Front Footage	Assessable Footage	Assessment rate %	Per foot assessment	Preliminary Assessment	Notes
202923110195	1666 Coffman St Unit 220	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110196	1666 Coffman St Unit 221	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110197	1666 Coffman St Unit 222	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110198	1666 Coffman St Unit 223	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110199	1666 Coffman St Unit 225	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110200	1666 Coffman St Unit 226	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110201	1666 Coffman St Unit 227	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110202	1666 Coffman St Unit 228	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110203	1666 Coffman St Unit 229	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110204	1666 Coffman St Unit 230	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110205	1666 Coffman St Unit 231	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110206	1666 Coffman St Unit 232	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110207	1666 Coffman St Unit 233	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110208	1666 Coffman St #234	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110209	1666 Coffman St Unit 301	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110210	1666 Coffman St Unit 302	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110211	1666 Coffman St Unit 304	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110212	1666 Coffman St Unit 305	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110213	1666 Coffman St Unit 306	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110214	1666 Coffman St #307	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110215	1666 Coffman St Unit 308	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110216	1666 Coffman St Unit 311	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110217	1666 Coffman St #312	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110219	1666 Coffman St Unit 314	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110221	1666 Coffman St Unit 316	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110222	1666 Coffman St Unit 317	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110223	1666 Coffman St Unit 318	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110224	1666 Coffman St Unit 319	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110225	1666 Coffman St Unit 320	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110226	1666 Coffman St #321	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110227	1666 Coffman St Unit 322	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110228	1666 Coffman St Unit 324	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110229	1666 Coffman St Unit 325	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110230	1666 Coffman St Unit 326	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110231	1666 Coffman St Unit 327	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110232	1666 Coffman St Unit 328	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110233	1666 Coffman St Unit 329	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110234	1666 Coffman St Unit 330	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110235	1666 Coffman St Unit 331	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110236	1666 Coffman St Unit 332	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110237	1666 Coffman St Unit 333	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110238	1666 Coffman St Unit 334	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110270	1666 Coffman St Unit 313	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110271	1666 Coffman St Unit 315	Falcon Heights MN 55108	3.66	3.66	60%	\$ 42.00	\$ 153.81	
202923110266	0 Folwell Ave	Falcon Heights MN 55108	10.28	10.28*	100%	\$ 70.00	\$ 719.60	U of M
202923110030	0 Coffman St	Falcon Heights MN 55108	143.35	143.35*	100%	\$ 70.00	\$ 10,034.50	U of M
202923120009	0 Folwell Ave	Falcon Heights MN 55108	30.00	30*	100%	\$ 70.00	\$ 2,100.00	U of M
202923110031	0 Folwell Ave	Falcon Heights MN 55108	30.00	30*	100%	\$ 70.00	\$ 2,100.00	U of M
202923110239	2100 Larpenteur Ave W	Falcon Heights MN 55108	1400.70	1400.7*	100%	\$ 70.00	\$ 98,049.00	U of M *Final total assessment amount to the U of M of \$113,003.10 will need to be negotiated
			9925.11	8498.21			\$ 197,516.85	

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

October 12, 2016

No. 16-34

**RESOLUTION RECEIVING THE 2017 PAVEMENT MANAGEMENT PROJECT
FEASIBILITY REPORT AND ORDERING PUBLIC HEARING FOR IMPROVEMENT**

WHEREAS, pursuant to resolutions of the Council adopted May 11, 2016 a report has been prepared by the City Engineer with reference to the improvement of the following streets:

- Folwell Ave, from Fulham St to Hoyt Ave
- Vincent St, from Hoyt Ave to Folwell Ave
- Northrup Ave, from Hoyt Ave to Folwell Ave
- Burton St, from Hoyt Ave to Folwell Ave
- Coffman St, From Hoyt Ave to Larpenteur Ave

The pathway along Roselawn from Fairview Ave to Cleveland Ave will be included as well.

and this report was received by the Council on October 12, 2016, and

WHEREAS, on August 10, 2016, the Council removed Garden Avenue, from Snelling Avenue to Hamline Avenue, from the 2017 Pavement Management Project for a project to be completed at later date.

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 \$831,000.

2. A public hearing shall be held on such proposed improvement on the 14th day of December, 2016 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.

ADOPTED by the Falcon Heights City Council this 12th day of October, 2016.

Moved by:

Approved by: _____
Peter Lindstrom
Mayor

LINDSTROM _____ In Favor
BROWN THUNDER _____
HARRIS _____ Against
FISCHER _____
GUSTAFSON _____

Attested by: _____
Sack Thongvanh
City Administrator