

**City of Falcon Heights
Regular Meeting of the City Council
City Hall
2077 W. Larpenteur Avenue**

February 26, 1997

A G E N D A

- A. CALL TO ORDER: 7 p.m.

- B. ATTENDANCE: GEHRZ ___ GIBSON TALBOT ___ HUSTAD ___
JACOBS ___ KUETTEL ___ HOYT ___ ASLESON ___ ATTORNEY ___
ENGINEER ___

- C. COMMUNITY FORUM

- D. APPROVAL OF MINUTES: February 12, 1997 **(Tab #1)**

- E. CONSENT AGENDA:
 - 1. Disbursements **(Tab #2)**
 - a. General disbursements through 2/21/97, \$104,610.22
 - b. Payroll, 2/1/97-2/15/97, \$12,482.68

 - 2. Authorization to purchase fire hydrant marking system
(Tab #3)

 - 3. MNDOT application on behalf of Lions Club **(Tab #4)**

 - 4. Scheduling a March 5 City Council Workshop at 6:30 PM
(Tab #5)

 - 5. Appointment to the Middle Mississippi Watershed
Management Organization **(Tab #6)**

 - 6. Request by the Roseville Jaycees to use the Community Park
Building for the purpose of conducting a fund-raising garage
sale **(Tab #7)**

- F. POLICY AGENDA:
 - 1. Consideration of 1997 volunteer recognition activities **(Tab #8)**

2. Hosting an intergenerational dialogue **(Tab #9)**
3. Consideration of an Agreement for purchasing utility billing services from the St. Paul Water Utility **(Tab #10)**
4. Consideration of the first phase of construction on Larpenteur Avenue **(Tab #11)**

G. INFORMATION AND ANNOUNCEMENTS

H. ADJOURN

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**CITY OF FALCON HEIGHTS
REGULAR CITY COUNCIL MEETING
MINUTES OF FEBRUARY 12, 1997**

DRAFT

Mayor Gehrz convened the meeting at 7:01 p.m.

PRESENT

Gehrz, Gibson Talbot, Hustad, Jacobs, and Kuettel. Also present were Hoyt, Asleson, Maurer, and Treeful.

COMMUNITY FORUM

There was no one wishing to take advantage of the community forum.

MINUTES OF JANUARY 22, 1997

Minutes were approved by unanimous consent.

PUBLIC HEARING

**A PUBLIC HEARING ON THE PROPOSED STREET AND STORMWATER
IMPROVEMENTS FOR LINDIG STREET AND CONSIDERATION OF RESOLUTIONS
REGARDING SAME**

Engineer Maurer reported that there are two different kinds of street improvements proposed for Lindig Street. Most of the street will have a mill and overlay of asphalt to improve street conditions. The three properties on the north end of the street will have their street completely constructed (it is now gravel.) The storm drainage portion will consist of improvements to catch basins and a directing of surface water across the city park land and across a proposed easement. Maurer recommended that there be no assessment on the through lots that front both Fairview Avenue and Lindig Street and that the properties abutting the mill-and-overlay streets be assessed on a per unit basis rather than a front foot basis.

Mayor Gehrz opened the public hearing at 7:14 p.m.

Kevin Busch, 1804 Lindig Street, spoke in favor of the proposed project. He stated that he favors the improvements because of the need to alleviate flooding problems.

There being no one else wishing to be heard, Mayor Gehrz closed the public hearing at 7:15 p.m.

Motion was made by Councilmember Jacobs to approve Resolution 97-04, ordering the improvement. Motion passed unanimously.

Motion was made by Councilmember Kuettel to approve Resolution 97-05, ordering the bidding of the plans and specifications. Motion passed unanimously.

PRESENTATION

RECOGNITION OF THE 1996 UNITREE GRANT

Forester Linda Treeful introduced Gail Steinman of the Twin Cities Tree Trust. Ms. Steinman presented the city with an award for its 1996 Unitree grant tree planting activities at Community Park. Ms. Steinman also recognized the work of the Grove neighborhood, who independently received a Unitree grant to plant trees in a vacant lot of their neighborhood. Marty Dworkin, representing the Grove neighborhood, recounted the history of that project and thanked the Tree Trust for their assistance.

CONSENT AGENDA APPROVED

Motion was made by Councilmember Gibson Talbot to approve the following consent agenda. Motion passed unanimously.

1. Disbursements
2. Licenses
3. Authorization to contract for the installation of replacement burners for the city hall heating units
4. Authorization to make donation to the Retired Senior Volunteer Program

POLICY AGENDA

ADOPTION OF ORDINANCE 97-01 REGARDING TELECOMMUNICATIONS ANTENNAS AND RESOLUTION 97-06 AUTHORIZING SUMMARY PUBLICATION

Administrative Assistant Asleson reported that this was a housekeeping item; the proposed ordinance had already been unanimously approved by both the planning commission and the city council. However, forma approval is required again, since an amendment to the zoning code requires a 4/5 affirmative majority and there were only three councilmembers present at the time of first adoption.

Motion was made by Councilmember Hustad to approve Ordinance 97-01 and Resolution 97-06. Motion passed unanimously.

**UPDATE AND DISCUSSION WITH SENATOR JOHN MARTY AND REPRESENTATIVE
MARY JO MCGUIRE**

The council discussed a number of items with Senator Marty and Representative McGuire, including issues regarding control of city rights-of-way, LGA/HACA proposals, property tax relief, welfare reform, and regional emergency management radio systems.

**DISCUSSION ON ADDITIONAL ITEMS RELATED TO THE LINDIG STREET AND
LARPENTEUR AVENUE PROPOSED ASSESSMENTS**

The council discussed several items regarding the proposed Lindig and Larpenteur Avenue assessments, including the payback period, interest rate, and whether to assess the through lots on Fairview Avenue.

Motion was made by Councilmember Gibson Talbot to establish the following:

- The interest rate will be 7%;
- The payback period will be 10 years for street reconstruction and 5 years for mill-and-overlays, with people given the option for a 10 year payback prior to the assessment hearing; and
- The through lots on Fairview Avenue will not be assessed for Lindig Street reconstruction, unless the Lindig properties are developed within the next ten years. If development occurs within five years, the total cost of the assessment will be due from the property owner. After five years, the amount of the assessment will be reduced by \$200 per year until after the tenth year when it will be eliminated. An application for a building permit will initiate the charge.

Motion passed unanimously.

**AUTHORIZATION TO ESTABLISH A SCHOOL ZONE SPEED LIMIT IN THE VICINITY
OF FALCON HEIGHTS ELEMENTARY SCHOOL**

In response to resident concerns, the city's consulting engineers performed a brief traffic and engineering investigation near Falcon Heights Elementary School. In addition to signs and a painted crosswalk, the engineers recommend that a 20 mph school zone be established along Garden Avenue between Hamline Avenue and Holton Street.

Motion was made by Councilmember Kuettel to authorize a school zone speed limit of 20 mph along Garden Avenue between Hamline Avenue and Holton Street.
Motion passed unanimously.

DRAFT

DISCUSSION OF A BUSINESS LOAN PROGRAM-

The council and administrator discussed the possibility of providing lower interest loans to city businesses making property improvements. The funding would come from the city's community/economic development fund. Since the proposed program would be a loan program rather than a grant program, the city would receive its money back over time.

Motion was made by Councilmember Jacobs to direct the administrator to proceed with developing this program. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 8:57 p.m.

Susan L. Gehrz, Mayor

Carla Asleson
Recording Secretary

CONSENT
Meeting Date: 2/26/97
Item: 1

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, Temporary Accountant

EXPLANATION/SUMMARY:

1. General disbursements through Feb. 21, 1997, \$104,610.22
2. Payroll, 2/1/97 to 2/15/97, \$12,482.68

ACTION REQUESTED: Approval

APPROVAL OF BILLS
PERIOD ENDING: 2-26-97

| CHECK# | VENDOR NAME | DESCRIPTION | DEPT. | AMOUNT |
|--------|------------------------------------|--------------------------|----------|-----------|
| | ASSOCIATION RECYLING MGRS | 97 MEMBERSHIP | SOLID WA | 20.00 |
| | AMERICAN LINEN SUPPLY CO. | LINEN CLEARING | FIRE FIG | 30.63 |
| | AMERICAN OFFICE PRODUCTS | BINDERS/TAPE/HIGHLIGHTER | ADMINIST | 97.11 |
| | AMERICAN OFFICE PRODUCTS | INDEXES | ADMINIST | 8.27 |
| | *** TOTAL FOR AMERICAN OFFICE PROD | | | 105.38 |
| | AMERICAN PLANNING ASSOC. | 97 MEMBERSHIP | ADMINIST | 157.00 |
| | BLOMBERG PHARMACY | FILM | FIRE PRE | 4.36 |
| 34502 | BUREAU CRIMINAL APPREHEN. | BACKGROUND CHECKS | FIRE FIG | 16.00 |
| | CASH | TRACTOR PARTS | STREETS | 8.38 |
| | CASH | ELECTION JUDGES FOOD | ELECTION | 31.61 |
| | CASH | LASER PAPER/OFF&KIT SUPP | ADMINIST | 38.52 |
| | CASH | CERTIFIED LTRS-APPLICANT | FINANCE | 7.74 |
| | CASH | DEPOSIT STAMP/CERT MAIL | FINANCE | 21.64 |
| | *** TOTAL FOR CASH | | | 107.89 |
| | CHAMPION AUTO STORES | HEADLIGHT | FIRE FIG | 10.52 |
| | CHAMPION AUTO STORES | JF 955 FLEX TUBING | STREETS | 9.57 |
| | CHAMPION AUTO STORES | SNOWBLOWER RPR COMM PARK | PARK & R | 14.98 |
| | *** TOTAL FOR CHAMPION AUTO STORES | | | 35.07 |
| 34503 | CHASE INDUSTRIAL | RSVP FIRESTOPPING/PENETR | FIRE PRE | 15.00 |
| | CARE AIR CONDITIONING & | REPLACE BURNR HEAT UNITS | GENERAL | 1,561.00 |
| | COLONIAL INSURANCE | BAUMAN 1/97 PREMIUM | FIRE FIG | 29.65 |
| | COLONIAL INSURANCE | IVERSON 1/97 PREMIUM | FIRE PRE | 36.45 |
| | *** TOTAL FOR COLONIAL INSURANCE | | | 66.10 |
| | CUSHMAN MOTOR CO., INC. | BOBCAT EXHAUST GASKETS | STREETS | 101.46 |
| 34500 | FIRST BANK N.A. | 2/15 PAYROLL WITHHOLDING | ADMINIST | 3,921.84 |
| | FOCUS NEWS | LEGAL NOTICE FOCUS NEWS | LEGISLAT | 17.85 |
| | GREATER ST. PAUL RETIRED | DONATION 1997 | LEGISLAT | 100.00 |
| | HERMAN CONTRACTING | SLEIGHT RIDE/DEAD WTR | PARK PRO | 410.00 |
| | GRAINGER, W. W., INC. | TOWELS/DISPENSER/ 2.5 GA | CITY HAL | 196.69 |
| | HOISINGTON KOEGLER GROUP | 1/97 PLANNING/DESIGN | LARPEHE | 10,240.61 |
| | JANKE, KATHLEEN | 2/97 CLEANING SVCS | FIRE FIG | 80.00 |
| 34498 | KRIEGLER, CAROL | DEAD OF WTR FOOD EXP | PARK PRO | 97.40 |
| | DAVID W. KRIESEL, INC. | 2/97 BLDG INSPECTIONS | PLANNING | 550.00 |

APPROVAL OF BILLS
PERIOD ENDING: 2-26-97

| CHECK# | VENDOR NAME | DESCRIPTION | DEPT. | AMOUNT |
|--------|---------------------------|------------------------------------|----------|-----------|
| | LEONARD, STREET & DEINARD | A/97 LEGAL FEES | LEGAL | 501.80 |
| | LEONARD, STREET & DEINARD | 1/97 BOND COUNSEL FEES | CARPENTE | 674.04 |
| | LEONARD, STREET & DEINARD | DEFERRED COMP LEGAL FEES | LEGAL | 527.30 |
| | | *** TOTAL FOR LEONARD, STREET & DE | | 1,703.14 |
| | METRO GARAGE DOOR CO. | GARAGE DOOR REPAIR | FIRE FIG | 101.34 |
| | METROPOLITAN COUNCIL | 3/97 SEWER SVC | SANITARY | 29,759.00 |
| | MN SENIOR FEDERATION | 97 FALCONEERS DUES | PARK & R | 40.00 |
| | MIDWAY FORD ROSEVILLE | TIRES AMBLUANCE FORDE350 | RESCUE S | 428.80 |
| | MINNESOTA GFOA | INVESTMENT SEMINAR | FINANCE | 65.00 |
| 34501 | MN DEPARTMENT OF REVENUE | 2/15 PAYROLL WITHHOLDING | ADMINIST | 728.04 |
| | MN RECREATION/PARK ASSOC. | 97 MEMBERSHIP-BILL M. | PARK & R | 120.00 |
| | MN RECREATION/PARK ASSOC. | 97 MEMBERSHIP CAROL K. | PARK & R | 65.00 |
| | | *** TOTAL FOR MN RECREATION/PARK A | | 185.00 |
| | MN STATE TREASURER | TRETSVEN CERTIFICATION | SANITARY | 23.00 |
| | NSP | 1/97 ELECTY | STREET L | 2,013.91 |
| | NSP | 1/97 ELECT | CITY HAL | 787.57 |
| | NSP | 1/97 GAS | CITY HAL | 1,299.11 |
| | NSP | 1/97 ELECT | PARK & R | 24.74 |
| | NSP | 1/97 ELECT | SANITARY | 16.06 |
| | NSP | 1/97 ELECT | PARK & R | 724.17 |
| | NSP | 1/97 ELECT | SANITARY | 106.26 |
| | NSP | 1/97 ELECTRIC | SANITARY | 14.64 |
| | NSP | 1/97 ELECT/GAS | PARK & R | 47.52 |
| | | *** TOTAL FOR NSP | | 5,033.98 |
| | NEEDELS JANITOR SUPPLY | FLOOR FINISH/MOP HEAD | PARK & R | 137.04 |
| | NORTH SUBURBAN SENIOR | CONTRIBUTION-SENIORS | LEGISLAT | 1,215.00 |
| 34499 | PERA | PERA 1/31 WITHHOLDINGS | ADMINIST | 1,237.99 |
| | PERA | PERA 2/15 WITHHOLDINGS | ADMINIST | 1,120.23 |
| | | *** TOTAL FOR PERA | | 2,358.22 |
| | PETERSON, GREG | TRAVEL EXP/EMS CONF DULUT | RESCUE S | 164.54 |
| | RAMSEY CLINIC | JEREMY AND TOM R. | FIRE FIG | 220.00 |
| | RAMSEY COUNTY | 1/97 SNOWPLOWING/SALT | STREETS | 7,374.52 |
| | RAMSEY COUNTY | 2/97 INS PREMIUMS | ADMINIST | 2,879.47 |
| | | *** TOTAL FOR RAMSEY COUNTY | | 10,253.99 |
| | SCHARBER & SONS | LIFT ARM JD 955 | STREETS | 127.99 |
| | STANDARD TRUCK AND AUTO | REPAIR F250 TRK/SPRINGS | PUBLIC W | 510.27 |

APPROVAL OF BILLS
PERIOD ENDING: 2-26-97

| CHECK# | VENDOR NAME | DESCRIPTION | DEPT. | AMOUNT |
|--------|------------------------------------|--------------------------|----------|------------|
| | SUBURBAN HARDWARE | HOSE ACCESSORY ADPTR/BAG | FIRE FIG | 53.22 |
| | TREEFUL, LINDA | CLOWN AT DEAD WTR CELEBR | PARK PRO | 120.00 |
| | TAFF, SUSAN HOYT | 2/97 MILEAGE ALLOW=SUE | ADMINIST | 165.00 |
| | TOLL GAS & WELDING SUPPLY | COMPRESSED AIR | FIRE FIG | 14.00 |
| | TOLL GAS & WELDING SUPPLY | 6 CYLINDERS LEASING FEE | FIRE FIG | 31.62 |
| | *** TOTAL FOR TOLL GAS & WELDING S | | | 45.62 |
| | USWEST COMMUNICATIONS | 1/1/97 PHONE 644-5575 | FIRE FIG | 57.79 |
| | USWEST COMMUNICATIONS | 2/1/97 PHONE 644-5050 | CITY HAL | 360.38 |
| | USWEST COMMUNICATIONS | 2/10/97 PHONE 646-9186 | PARK & R | 57.30 |
| | *** TOTAL FOR USWEST COMMUNICATION | | | 475.47 |
| | BERNARDY, CONNIE LANNERS | PROF SVC 2/16 TO 2/18/97 | MCAD | 534.49 |
| | BERNARDY, CONNIE LANNERS | PROF SVC 2/16 TO 2/28/97 | | 1,102.40 |
| | *** TOTAL FOR BERNARDY, CONNIE LAN | | | 1,636.89 |
| | ST. ANTHONY VILLAGE | FEB POLICE SERVICES | POLICE | 29,113.75 |
| | BRODERICK, BERNARD | DELIVERY MILEAGE | ADMINIST | 8.19 |
| | HUGHES & COSTELLO | 2/96 PROSECUTION | PROSECUT | 2,095.45 |
| | *** TOTAL FOR BANK 01 | | | 104,610.22 |
| | *** GRAND TOTAL *** | | | 104,610.22 |

B.

PERIOD END DATE 01/15/97
SYSTEM DATE 02/14/97

***FILE NOT UPDATED**

PAGE 1

C H E C K R E G I S T E R

| CHECK TYPE | CHECK DATE | EMPLOYEE NAME NUMBER | CHECK NUMBER | CHECK AMOUNT |
|------------|------------|----------------------------|--------------|--------------|
| COM | 2 14 97 | 30 NICHOLAS BAUMANN | 27353 | 12.09 |
| COM | 2 14 97 | 32 RAYMOND BROWN | 27354 | 119.53 |
| COM | 2 14 97 | 34 CLEMENT KURHAJETZ | 27355 | 53.29 |
| COM | 2 14 97 | 35 LEO LINDIG | 27356 | 65.27 |
| COM | 2 14 97 | 40 KEVIN ANDERSON | 27357 | 30.73 |
| COM | 2 14 97 | 42 MICHAEL D. CLARKIN | 27358 | 173.99 |
| COM | 2 14 97 | 45 JAMES D. FULLER | 27359 | 116.36 |
| COM | 2 14 97 | 47 NATHANIEL HEROLD | 27360 | 69.90 |
| COM | 2 14 97 | 48 JOHN H. HOLMGREN | 27361 | 16.17 |
| COM | 2 14 97 | 49 DOUGLAS LEMAY | 27362 | 6.47 |
| COM | 2 14 97 | 50 JOSEPH L. MARTINEZ | 27363 | 52.94 |
| COM | 2 14 97 | 56 GREGORY S. PETERSON | 27364 | 120.36 |
| COM | 2 14 97 | 59 GREGORY M. FULLER | 27365 | 110.48 |
| COM | 2 14 97 | 60 TERRY D. IVERSON | 27366 | 31.91 |
| COM | 2 14 97 | 61 DENNIS G. LEMAY | 27367 | 8.59 |
| COM | 2 14 97 | 62 BRYON A. SCHULTZ | 27368 | 6.47 |
| COM | 2 14 97 | 63 RACHELLE L. MARVIN | 27369 | 30.76 |
| COM | 2 14 97 | 66 ALFRED HERNANDEZ | 27370 | 66.26 |
| COM | 2 14 97 | 67 BRENT W. KOSKELA | 27371 | 157.61 |
| COM | 2 14 97 | 69 JASON J. HYATT | 27372 | 42.83 |
| COM | 2 14 97 | 70 JUSTIN T. NOVAK | 27373 | 58.13 |
| COM | 2 14 97 | 71 THOMAS R. REITAN | 27374 | 183.66 |
| COM | 2 14 97 | 72 JOHN R. WOLFSBERGER | 27375 | 88.43 |
| COM | 2 14 97 | 73 JEREMY HUTCHISON | 27376 | 48.89 |
| COM | 2 14 97 | 1002 SUSAN HOYT TAFF | 27378 | 1495.05 |
| COM | 2 14 97 | 1003 TERRY IVERSON | 27379 | 1019.64 |
| COM | 2 14 97 | 1005 CAROL KRIEGLER | 27380 | 660.88 |
| COM | 2 14 97 | 1007 PATRICIA PHILLIPS | 27381 | 807.87 |
| COM | 2 14 97 | 1008 DELORIS SWENSON | 27382 | 795.78 |
| COM | 2 14 97 | 1009 VINCENT WRIGHT | 27383 | 277.05 |
| COM | 2 14 97 | 1010 CARLA ASLESON | 27384 | 937.18 |
| COM | 2 14 97 | 1013 WILLIAM MAERTZ | 27385 | 924.01 |
| COM | 2 14 97 | 1026 JASON CIERNIA | 27386 | 36.94 |
| COM | 2 14 97 | 1033 DAVE TRETSVEN | 27387 | 849.02 |
| COM | 2 14 97 | 1042 DOROTHY P. GRITNER | 27388 | 74.76 |
| COM | 2 14 97 | 1061 ELIZABETH R. SUNDHEIM | 27389 | 74.81 |
| COM | 2 14 97 | 1083 JAMES W. SNOWDEN | 27390 | 220.20 |
| COM | 2 14 97 | 1084 CHRISTINE AMMANN | 27391 | 84.04 |
| COM | 2 14 97 | 1088 DONALD R. MEISSNER | 27392 | 525.03 |
| COM | 2 14 97 | 1089 KATHLEEN A. CIERNIA | 27393 | 39.38 |
| COM | 2 14 97 | 1093 PEARLE F. GILBERTSON | 27394 | 39.38 |
| COM | 2 14 97 | 1094 KATHLEEN A. BALDWIN | 27395 | 34.13 |
| COM | 2 14 97 | 1095 MARGARET M. BARRETT | 27396 | 42.00 |
| COM | 2 14 97 | 1096 JANE ADAMS DEHLIN | 27397 | 32.81 |
| COM | 2 14 97 | 1102 AUSTIN M. PETERSON | 27398 | 200.34 |
| COM | 2 14 97 | 1110 JULIE OBERMILLER | 27399 | 103.89 |
| COM | 2 14 97 | 1118 SHAWN M. STRONG | 27400 | 223.75 |
| COM | 2 14 97 | 1123 ABRAHAM T. CYR | 27401 | 25.85 |
| COM | 2 14 97 | 1127 AVELYN HOOKER | 27402 | 72.04 |
| COM | 2 14 97 | 1131 JEFFREY W. STELMACH | 27403 | 198.06 |
| COM | 2 14 97 | 1133 HAZEL E. STROMMER | 27404 | 39.33 |
| COM | 2 14 97 | 1134 STANLEY R. STROMMER | 27405 | 34.13 |
| COM | 2 14 97 | 1136 ROLAND O. OLSON | 27406 | 943.31 |

TOTALS

12482.68

CONSENT
DATE: 2/26/97
ITEM: 2

ITEM: Authorization to purchase fire hydrant marking system

SUBMITTED BY: Nick Baumann, Fire Chief
Terry Iverson, Fire Marshal

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

The Fire Department is requesting authorization to purchase 150 Flexstake fire hydrant marker flags. The flags attach to the top of water hydrants, making the hydrants easier to find among snow and parked vehicles. Given this year's heavy snows, it makes sense to consider a purchase of this type.

Three quotations were received for this purchase:

Davies Water Equipment: \$3862.50
Northern Waterworks Supply: \$3337.50
U.S. Filter/Water Pro Inc: \$3150.00

ACTION REQUESTED: Authorize the purchase of 150 fire hydrant markers from U.S. Filter/Water Pro Inc, at a cost of \$3150.00 plus applicable taxes, from the Water Fund.

Susan

MEMO

February 12, 1997

TO: Susan Hoyt, City Administrator

FROM: Nick Baumann, Fire Chief
Terry Iverson, Fire Marshal

RE: Proposed purchase of Flexstake fire hydrant marking system

Thank you for your concern regarding our request to purchase a fire hydrant marking system. We feel this system will assist firefighters to quickly find needed water supply during a fire incident. Over the years, obstacles such as vehicles, snow, and road construction have created visibility problems for firefighters to locate fire hydrants.

We have chosen the Flexstake fire hydrant marker for several reasons. The Flexstake is visible at all distances, has a polyurethane hinge to resist corrosion (but has a memory to return the marker to its original upright position) and is user friendly to firefighters so the post can be bent away for firefighter access. Installation is easy and can be accomplished in five minutes per the manufacturer. The City of Falcon Heights currently has Flexstake fire hydrant markers installed by our public works department and Ramsey County public works.

We have included three estimates with our product recommendation. All estimates are proposed with a quantity of one hundred (100) or more. We would recommend purchasing one hundred fifty (150) fire hydrant marking Flexstakes.

Bid estimates:

- | | |
|--------------------------------|---------------------------------|
| 1. Davies Water Equipment | \$25.75 ea. (quantity over 100) |
| 2. Northern Waterworks Supply | \$22.25 ea. (quantity over 100) |
| 3. U.S. Filter/Water Pro, Inc. | \$21.00 ea. (quantity over 100) |

Page 2
Susan Hoyt
February 12, 1997

We would recommend purchasing the low bid for the Flexstake fire hydrant markers from U.S. Filter/Water Pro, Inc. or bid estimate 3.

We appreciate your continued interest in public safety within our community. If we can be of further assistance regarding this or any other issue, please feel free to contact us.

p

ITEM DESCRIPTION: Lions Club / Minnesota Department of Transportation
(MNDOT) Roadside Landscape Partnership Application

SUBMITTED BY: Linda Treeful, City Forester

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY: MNDOT has had a partnership program to support volunteer groups who wish to plant trees and other plant materials on state highway right-of-ways for some time. Joe Barrett, of the Falcon Heights / Lauderdale Lions Club, initiated contact with MNDOT because his group is always seeking opportunities to volunteer to plant trees in the city.

The plan will highlight the south entrance to the city, adjacent to Snelling Drive and opposite Curtiss Field and Hoyt Avenue. A MNDOT landscape designer has met with Michael Schroeder to insure continuity between the landscape design on the Larpenteur Avenue project. Plant materials will include approximately 50 trees and a number of shrubs. A new city sign, surrounded by perennial flowers, will be installed on the south end of this project, at a later time.

The project benefits include beautification of the south entrance to the city, an opportunity for volunteers to participate in and learn about tree and shrub planting, and screening for the three residences along Snelling Drive, and the holding pond at Curtiss Field.

Responsibilities for the project will be as follows: MNDOT staff will design the landscape plan, do preliminary site preparation work, such as soil rototilling and defective tree removal, and provide tree planting and maintenance training for selected Lions Club volunteers. MNDOT staff will stake the locations of plant materials and be on hand during the planting day to assist where necessary. MNDOT will pay for the cost of all the plant materials, landscape design and all preliminary work.

The city will complete and submit the application to MNDOT, order the plant materials required, and provide assistance where necessary. The city will be reimbursed by MNDOT for the cost of the plant materials.

The Lions Club will provide at least 21 volunteers to plant, mulch and water the plants, and maintain the plant materials. The club has indicated it may contact local boy and girl scout troops to assist them at the planting. The planting date is Saturday, May 4, 1997, with Sunday, May 5 as a rain date.

ATTACHMENTS: Resolution authorizing application (Appendix I) and Lions Club letter of intent to participate in MNDOT project.

ACTION REQUESTED: Approve support of Lions Club application for MNDOT Community Roadside Landscaping Partnership Program and sign Appendix I of the application.

No. 97-07

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date: Feb. 26, 1997

RESOLUTION AUTHORIZING APPLICATION AND PRIMARY CONTACT PERSON
FOR LIONS CLUB/MNDOT ROADSIDE LANDSCAPING PARTNERSHIP PROGRAM

BE IT RESOLVED that the City of Falcon Heights act as sponsoring unit for the project in cooperation with the Falcon Heights/Lauderdale Lions Club identified as Falcon Heights/Snelling Ave. Landscape Partnership on the state trunk highway #51 to be conducted during the period April, 1997 through May, 1997; and

BE IT FURTHER RESOLVED that Linda Treeful, City Forester, is hereby authorized to apply to the Minnesota Department of Transportation for funding of this project on behalf of the City of Falcon Heights.

Moved by: _____

GEHRZ ___ In Favor
GIBSON TALBOT
HUSTAD ___ Against
JACOBS
KUETTEL

Approved by: _____

Mayor
February 26, 1997
Date

Attested by: _____

City Clerk
February 26, 1997
Date



LIONS CLUB

Falcon Heights / Lauderdale
1437 W. Hoyt Falcon Hts, MN 55108

February 3, 1997

Susan Hoyt City Administrator
City of Falcon Heights
2077 West Larpenteur Ave.
Falcon Heights, MN 55113-5594

Re: Snelling Avenue Landscape Project

Dear Susan,

This letter is to confirm our intention as the Falcon Heights Lauderdale Lions Club to support the landscape improvement project under the Minnesota DOT Community Roadside Landscape Partnership Program. The lions will provide the people power to implement the landscape project presently in final stages of preparation by Liz Walton of DOT. Since the application would be better fit the intent of the legislation if submitted thru the city and based upon our conversations I have forwarded the application to Linda Treeful for preparation. Linda, for the city. Bob Tomlinson and myself will form the 3 member committee recommended in the DOT application information.

The proposed installation date is May 3rd 1997. with the alternate rain day of Sunday May 4th. We believe this will avoid conflicts with Mothers Day, opening of fishing and Little league sign-up all of which fall in this time frame. Between now and February 28th we will compile a " volunteer pledge sheet " to accompany the application to the state.

We look forward to this opportunity to make an attractive addition to a major gateway to the city. Thanks again for providing the leadership and support to make this project a success.

Sincerely,

Joe Barrett
Falcon Heights Lauderdale Lions Club



CONSENT
Date: 2/26/97
Item: 4

ITEM: Scheduling a March 5 City Council Workshop at 6:30 PM

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

The regular city council workshop on the first Wednesday in March will start at 6:30 PM instead of 6:00 PM, which is the usual starting time, due to other conflicts.

The focus of the workshop will be on public safety issues including police, fire and emergency medical services.

ACTION REQUESTED:

Schedule the March 5, 1997 workshop for 6:30 PM rather than 6:00 PM.

CONSENT
Date: 2/26/97
Item: 5

ITEM: Appointment to the Middle Mississippi River Watershed
Management Organization

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and Action Requested. The Middle Mississippi River Watershed Management Organization (MMRWMO) recently received approval from all participating organizations on a new joint powers agreement. It is now time to appoint the city's representative to the commission to attend the quarterly meetings. The city administrator serves as the city's representative to this commission. If reappointed for the two year term, she will continue to fill this responsibility. The opening on the commission was placed in a public notice as required by state statute. As of this time, no persons responded to the notice.

Additional information.

The city makes up 2% of the MMRWMO. The area encompasses the portion of the Grove neighborhood that is west of Coffman Street and south of Larpenteur Avenue. Falcon Heights, Lauderdale, St. Anthony, the University of Minnesota and the Minneapolis Park Board are represented on the commission along with Minneapolis which makes up 96% of the land area. The operating costs to participate in this commission, which is mandated by state statute, are \$20 a year.

ACTION REQUESTED:

Appoint Susan Hoyt as the city's representative to the MMRWMO.

CONSENT
Date: 2/26/97
Item: 6

ITEM DESCRIPTION: Request by the Roseville Jaycees to use the Community Park Building for the purpose of conducting a fund raising garage sale.

SUBMITTED BY: Katie Rentfrow
President, Roseville Jaycees

REVIEWED BY: Carol Kriegler, Director of Parks, Recreation, and Public Facilities

EXPLANATION / SUMMARY:

The Roseville Jaycees have requested use of the Community Park Building on Saturday, March 15 for the purpose of conducting a fund raising garage sale. The Jaycees are a non-profit civic group that strives to benefit the local community in a variety of ways. Projects they have been involved with include the Roseville Ice Cream Social, the annual Sandbox Fill, the Rosefest Kiddy parade, monthly bingo for the residents of Eagle Crest Retirement Community, Kid Care ID, and the annual haunted house. They would like to expand their list of projects to include a scholarship program for local high school graduates. In an attempt to meet the organizations fund raising goals for 1997, the group would like to conduct a garage sale.

ACTION REQUESTED:

Authorization for the Roseville Jaycees to use the Community Park Building for the purpose of conducting a fund raising garage sale.

ITEM: Consideration of 1997 volunteer recognition activities

SUBMITTED BY: Carla Asleson, Administrative Assistant/Planner

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and Action Requested: Decide on a way of recognizing community volunteers. Suggested ideas: T-shirts, thanks you notes, and newsletter recognition. Total estimated cost for this approach: \$350.00

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

Strategy 2: Hosting community/neighborhood activities

Action Item: Volunteer recognition event

Staff Report. For the past several years, the city council has hosted a recognition dinner at city hall during volunteer recognition week in April. As directed by the council, the staff has been investigating alternative ways for the city to recognize its volunteers on various city commissions. A survey of suburban cities was done to get a feel for the different ways that cities recognize the efforts of volunteers.

Recognition Ideas. Other cities recognize volunteers in a variety of ways:

- Sit-down dinner (about 1/2 of the responding cities hold a dinner.)
- Recognition picnic, usually held in conjunction with another outdoor community event
- Sandwich buffet (subs) or a treat/snack reception
- Certificates of appreciation
- Small gifts, such as plants, insulated lunchbags, T-shirts, water bottles, city mug, city pin
- Published recognition of volunteers in the newsletter and/or newspaper
- Letters of thanks signed by the Mayor and/or Councilmember working with the commission/committee

Frequency and scheduling. Most of the cities with recognition programs recognize their volunteers once a year, although some hold a formal dinner every other year or every few years. Recognition programs are not limited to the "official" volunteer week in April; cities hold the event during varied times of the year.

Falcon Heights' program. At last year's volunteer dinner, 14 city commissioners and task force members (about 50% of commissioners invited) and four firefighters (14% of those invited) attended the volunteer dinner. A total of 46 people attended the dinner, including staff, the city council, and guests. Since about 45% of the people attending the dinner were actual volunteers, the council may want to consider other ways to express its appreciation to the city's volunteers. It should be noted that in 1997, the appreciation dinner has been budgeted for almost twice the amount budgeted for the Ice Cream Social, an event which involves many more people in the community.

Recommendation. If the council determines that an event other than a dinner is appropriate, staff recommends the following action items:

- Publication of the names of volunteers in the city's March newsletter.
- Mailing a letter of thanks from the Mayor and the council liaison, where applicable, to each volunteer during Volunteer Recognition Week
- Presentation of a city T-shirt to each volunteer. These can be presented by the council liaison at a spring commission meeting, with T-shirts mailed to those commissioners not in attendance.

The estimated cost for this recognition program is \$350.00. The cost savings from this approach could go toward another community event.

ACTION REQUESTED: Discuss recognition activities and direct staff on desired actions.

POLICY
Date: 2/26/97
Item: 2

ITEM: Hosting an intergenerational dialogue

SUBMITTED BY: Mayor Gehrz

REVIEWED BY: John Hustad, Councilmember
Keeping Connected

EXPLANATION/DESCRIPTION:

Summary. The city plans to host an intergenerational dialogue in 1997 with the leadership provided by the Keeping Connected Team. The tentative date is set for May 31, 1997.

Action requested. Discuss the intergenerational dialogue. Direct staff on the appropriate information to include in the March newsletter about the topic to begin getting the information out to the community.

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

Strategy 1. To promote and participate in youth development.

Action item. Hosting an intergenerational dialogue.

ACTION REQUESTED:

Discuss the intergenerational dialogue.

ITEM: Consideration of an Agreement for purchasing utility billing services from the St. Paul Water Utility

SUBMITTED BY: Susan Hoyt, City Administrator
Roger Mohrer, St. Paul Water Utility

REVIEWED BY: Ellen Sampson, City Attorney

EXPLANATION/DESCRIPTION:

Summary and action requested. In December, 1996 the council authorized the staff to proceed with transferring the city's utility billing to the St. Paul Water Utility for an estimated cost of \$8,650 and a \$5,000 start up cost. In January, 1997 the St. Paul Water Utility approved an agreement for providing these services to Falcon Heights with a revised fee of \$9,050 (due to a recalculation of the recycling and stormsewer charge.) The charge can be accommodated within the sanitary sewer fund without raising any fees for this service. It is time to consider formally approving this agreement.

- Goal 4. To provide a responsive and effective city government.
Strategy 5. Strive to provide citizens with more efficient and convenient services.
Action item. Investigate having the St. Paul Water Utility bill for the city's utilities.

Staff report.

The agreement with the St. Paul Water Utility includes the following charges for the service:

- Quarterly residential bill at a flat rate -

| | | |
|-----------------|---|---|
| Flat sewer rate | = | \$1.55/bill |
| Storm sewer | = | \$.08/bill |
| Recycling | = | <u>\$.02/bill</u> |
| TOTAL | | \$1.65 /bill (4,700 bills/year in city) |

- Monthly commercial bill at a volume rate -

| | | |
|-------------|---|--------------------|
| Volume rate | = | \$ 1.75/bill |
| Stormsewer | = | \$.08/bill |
| | | <u>\$.02/bill</u> |
| TOTAL | | \$ 1.85/bill |

- One time start up fee at \$5,000

- Rate increase in sanitary sewer billing charge will be the same rate as the water rate increase (3 to 3.5% % over the past few years).
- Rate increase in the recycling and stormsewer billing charge will increase by the water rate increase and will accumulate until it can be rounded to the next penny.

There will be no increase in the sanitary sewer fees to cover these costs. Due to some recent fluctuations in the sanitary sewer charges from the Metro Council Environmental Services, the sanitary sewer funds revenues are greater than its expenditures. This revenue is enough to cover the cost of this service as well as to provide revenue for future capital costs associated with major sanitary sewer repairs. Additional savings is anticipated from reduced staffing time for utility billing.

Three residents have inquired about this proposed change in sewer billing. They have been interested in when it will start. None expressed any concern about it once they knew that their rates would be the same. Two of the callers use an automatic check withdrawal to pay the Water Utility for their water bill and plan to add this to their withdrawal each quarter.

The proposed timeline that the St. Paul Water Utility and the administrator discussed include making this shift in May for residential users and at the next billing cycle for commercial users. This will allow time to focus on notifying the residential users of the change, which will mean that their bills come one month earlier than they have been from the city. A later start for the commercial/institutional customers will provide them with about six months to budget for a monthly billing cycle rather than a quarterly cycle. It will also allow the staff to be prepared for residential questions in May and commercial questions in August.

An article in the last newsletter addressed this change. Once approved the March newsletter will feature this. The next sewer bill will be mailed with a notice on the envelope and with a bright flier inside indicating the change in where to bill. Drop off payments at city hall will be encouraged.

The City of West St. Paul and the City of Maplewood are also turning their billing over to the Water Utility. Like Falcon Heights, Maplewood is turning its water system over to the Utility in 1998.

ATTACHMENTS:

- 1- Agreement for utility billing with St. Paul Water Utility
- 2- Fee schedule for billing
- 3- Reasons for using this service

ACTION REQUESTED:

Discuss the agreement and move to approve the agreement.

AGREEMENT FOR BILLING AND COLLECTING

**SANITARY SEWER SERVICE CHARGES
STORM SEWER SERVICE CHARGES
RECYCLING CHARGES**

BETWEEN THE

BOARD OF WATER COMMISSIONERS

AND THE

CITY OF FALCON HEIGHTS, MINNESOTA

This agreement dated this 13th January, 1997, by and between the BOARD OF WATER COMMISSIONERS, a Municipal Corporation under the laws of the State of Minnesota, (hereinafter the "BOARD") and the CITY OF FALCON HEIGHTS, MINNESOTA, a Municipal Corporation under the laws of the State of Minnesota, (hereinafter "FALCON HEIGHTS").

WHEREAS, Falcon Heights does desire that the Board perform the billing and collection of Sanitary Sewer, Storm Sewer and Recycling charges on behalf of Falcon Heights; and

WHEREAS, Falcon Heights and the Board are working toward the establishment of a new Water Service Agreement and it is anticipated that the terms of this agreement will be incorporated therein; and

WHEREAS, The Board is in a position to perform those billing and collection services for Falcon Heights and is in a position to begin those services prior to the execution of a new overall Water Service Agreement; and

WHEREAS, The Board and Falcon Heights agree that this agreement is to be temporary and shall be superseded and no longer in effect as of the effective date a new Water Service Agreement or on December 31, 1997.

NOW, THEREFORE, in consideration of the mutual terms and conditions, promises, covenants and payments hereinafter set forth, the BOARD and FALCON HEIGHTS agree as follows as to their respective responsibilities:

SCOPE OF THE RESPONSIBILITIES OF THE PARTIES

ARTICLE I SANITARY SEWER COLLECTION SERVICES

Section 1. SANITARY SEWER BILLING

Falcon Heights agrees to have the Board perform the billing, collection and customer service functions for residential, industrial and commercial sanitary sewer service to those properties where the water system supplies water service and those properties served by groundwater through wells.

For sewer billing purposes, the designation of each account as either residential, industrial or commercial will be determined by Falcon Heights and provided to the Board. Falcon Heights will also designate any residential accounts qualifying for the senior citizen discount rate, if any. The Board will bill Falcon Heights industrial and commercial sewer accounts on a volume basis and residential sewer accounts on a flat rate basis. All designated residential sewer accounts will be billed on the same cycle as established by the Board for water billing purposes. The Board will bill industrial and commercial accounts on the same monthly billing cycle as established by the Board for water billing.

Falcon Heights will determine and provide to the Board the minimum sewer charge to industrial and commercial volume based designated accounts. A minimum sewer charge will be applied to any volume based account when there is no water consumption and where no notice to shut off or discontinue water service to the account has been received by the Board.

Falcon Heights will establish the flat rate for residential and volume rate for industrial and commercial accounts, the minimum rates for no consumption accounts and these rates will be provided to the Board at least 30 days prior to any billing to which the rates are to be applied. Any senior citizen rates, rental rate, any rate adjustment because of a sewer volume reduction due to product, special lawn sprinkling, or similar usage, or other special rates, if any, to be applied to any account will be determined by Falcon Heights and also provided to the Board at least 30 days prior to any billing to which the rates are to be applied. All rate changes will be provided to the Board by disk format or any other format acceptable to the Board.

When water and sewer account bills are not paid and become delinquent the Board will certify these delinquent accounts to Ramsey County for collection along with taxes. The City Council of Falcon Heights will adopt an ordinance giving the Board authority to certify delinquencies in accounts to the property tax and provide a copy to the Board within 60 days of the execution of this agreement.

The Board will handle all questions, complaints, notifications, routine adjustments, partial payments, collections, etc., in the same manner as it presently does for water billing procedures. The Board will furnish a monthly report of sanitary sewer account billings and adjustments to Falcon Heights. The Board will provide the initial programming and water account changes to accommodate the sanitary sewer billing and will charge Falcon Heights no more than \$5,000 for said programming and changes.

The Board will initially charge Falcon Heights \$1.60 per bill, per account for the residential flat rate billing service for the year 1997. The Board will initially charge Falcon Heights \$1.80 per bill, per account for billing commercial and industrial volume based rate billing service for the year 1997. The annual billing charge for residential, commercial and industrial accounts will increase at the same percentage increase as the residential water rate increase. Each month the Board will send to Falcon Heights the billed sanitary sewer charges, plus or minus any adjustments, less the service charge per bill, per account.

The Board will collect a late payment charge that will be applied to any sanitary sewer late payments. This late payment charge will be retained by the Board. Reports rendered to Falcon Heights will be in a form approved by Falcon Heights.

ARTICLE II STORM SEWER AND RECYCLING COLLECTION SERVICES

Section 1. BILLING AND COLLECTION OF STORM SEWER AND RECYCLING CHARGES

Falcon Heights agrees to have the Board perform the billing and collection functions for residential, industrial and commercial storm sewer service and recycling service to those properties where the water system supplies water service and to those properties served by groundwater through wells.

The designation of each account as either residential, industrial or commercial will be determined by Falcon Heights and provided to the Board. All storm sewer and recycling charges will be billed and collected by the Board on the same cycle as has been established by the Board for water billing purposes.

Falcon Heights will establish the appropriate rate per bill, per account for residential, industrial and commercial storm sewer and recycling charges and will provide said rate to the Board by electronic format. The account designation and the appropriate rates will be provided to the Board at least 30 days prior to any billing to which the rates are to be applied. Any senior citizen rates, rental rates, rate adjustments due to product, or other special rates to be applied to any account will be determined by Falcon Heights and provided to the Board at least 30 days prior to any billing to which the rates are to be applied.

Any lot and/or parcel descriptions or redescrptions or any other changes that will affect the proper application of storm sewer and recycling charges to the affected addresses in the Board's data base will be determined by Falcon Heights and furnished to the Board at least 30 days prior to any billing. The method and form of notice to the Board will be electronically transmitted to the Board by disk format or other format acceptable to the Board.

Where any portion of the water bill is not paid, including storm sewer and recycling charges, the Board's established procedures and rules for collection of unpaid or delinquent bills will be applied, including certifying delinquent accounts to Ramsey County for collection along with taxes. Falcon Heights will adopt an ordinance giving the Board authority to certify storm sewer and recycling charges delinquencies in accounts to the property tax.

Each month the Board will provide Falcon Heights with a sanitary sewer report and a report of storm sewer and recycling billings, along with any adjustments thereto. The initial programming and water account changes designed to accommodate the storm sewer and recycling billing and collection will be included in the charges for sanitary sewer programming adjustments.

The Board will initially charge Falcon Heights \$0.08 per bill, per account, for storm sewer billing and collection, and \$0.02 per bill, per account, for recycling billing and collection. The annual billing charge for storm sewer and recycling billing and collection will increase at the same percentage increase as the residential water rate increase.

A review of billing charges for the storm sewer and recycling charges will be conducted, by the Board at intervals of five years, and concomitant with the sanitary sewer charges cost analysis. The annual billing charge percentage rate increase, between five year intervals, will accumulate until the increases in the charges can be rounded-up to the next whole number, see Attachment "A". Each month the Board will send to Falcon Heights the billed storm sewer and recycling charges, plus or minus any adjustments, less the storm sewer and recycling charge per bill, per account.

The Board will collect a late charge that will be applied to any storm sewer and recycling late payments. This late payment charge will be retained by the Board.

Questions regarding storm sewer and recycling charges will be handled by Falcon Heights.

**CHARGES CALCULATIONS
FOR
CITY OF FALCON HEIGHTS**

1. Estimated number of bills annually equals approximately 5,400 (1996 data)

| | | |
|---------------------------|---|------|
| Residential approximately | = | 4700 |
| Commercial/industrial | = | 700 |

2. Charges to be applied per bill (based on year 1996)

Sanitary sewer

| | | |
|---------------------------|---|-------------|
| Flat rate residential | = | \$1.55/bill |
| Volume based comm./indus. | = | \$1.75/bill |
| Storm sewer | = | \$0.08/bill |
| recycling | = | \$0.02/bill |

3. Typical bill charges

Residential

| | | |
|----------------|---|-------------|
| Sanitary sewer | = | \$1.55 |
| Storm sewer | = | 0.08 |
| Recycling | = | <u>0.02</u> |
| Total | | \$1.65/bill |

Commercial/industrial

| | | |
|----------------|---|-------------|
| Sanitary sewer | = | \$1.75 |
| Storm | = | 0.08 |
| Recycling | = | <u>0.02</u> |
| Total | | \$1.85/bill |

4. Estimated total charges annually

| | | | |
|-----------------------|--------------------|---|----------------|
| Residential | | | |
| 4,700 bills x | \$1.65/bill | = | \$7,755 |
| Commercial/industrial | | | |
| 700 bills x | <u>\$1.85/bill</u> | = | <u>\$1,295</u> |
| | Total | = | \$9,050 |

CONTRACTING OUT
Sanitary Sewer/Recycling/Storm Sewer Billing

ADVANTAGES

one bill rather than two for each customer

option to use utility's automatic payment withdrawal

option to pay both water and sewer bill at city hall

requires only one telephone call rather than two to get the status of outstanding sewer and water bills when property is being sold

frees up accountant's time for other city business; staffing flexibility

provides commercial/institutional/large apartment payments on a monthly rather than on a quarterly basis, which increases interest revenue for the city

eliminate delinquency assessments on tax statement because utility will collect; the utility pays city regardless of whether fees are collected or not

maintains city's control over fees and handling questions on sewer billing

provides the future opportunity to go to a sewer fee based on flow rather than a flat fee if ever desired by a council

less likely to have errors in sewer billing because the utility will be making all calculations and not transferring information to another party

demonstrates both the utility's and the city's willingness to cooperate to provide more efficient services to their customers

users have a 5% late fee, not city's 10% late fee

DISADVANTAGES

explaining the billing change to customers

"letting go" of physical, independent billing process at city hall (if that is important to the council)

start-up fee

POLICY
Date: 2/26/97
Item: 4

ITEM: Consideration of the first phase of construction on Larpenteur Avenue

SUBMITTED BY: Dan Soler, Ramsey County Project Engineer

REVIEWED BY: Susan Hoyt, City Administrator
Terry Maurer, City Engineer

EXPLANATION/DESCRIPTION:

Summary. Ramsey County received bids on the first section of Larpenteur west of 280 to Cleveland Avenue to be reconstructed in 1997. The county is planning to proceed with the project but would like the city to indicate that it is willing to pay for the city's portion of the project. The total project cost is \$3,514,000. Under this contract, the maximum city share is \$166,716.41 of which \$18,006.72 would be paid for by the city's mutual state aid (MSA) funds. However, the cost for the special paving needs to be reviewed and negotiated for a lower cost to reflect the city's anticipated expenditures for this portion of the project. The county engineer said that this element in the bid can be revised and reduced with the contractor.

Action requested. Give Ramsey County the direction to go ahead with the first phase of Larpenteur Avenue contingent upon review and revisions to the proposed decorative paving details.

Goal 2. To maintain and promote the assets of the city's unique neighborhoods including commercial, residential and open space uses.

Strategy 4. Maintaining the city's infrastructure.

Strategy 5. Enhancing the physical land use characteristics of the community.

Staff report.

The city is directly responsible for paying:

- \$ 80,265 for special concrete sidewalk and crosswalk
- 68,443 for stormsewer (This is 18% of the total stormsewer cost)
- \$ 148,708

The city's Municipal State Aid (MSA) funds will pay for:

- \$ 7,258.53 15% of the curb and gutter costs
- \$ 5,848.19 20% of the sidewalk
- \$ 4,900.00 100% of the opticom for the traffic signal
- \$18,006.72

The project cost was estimated at \$3,070,000 by MnDOT engineers who review ISTEPA funded projects. This was \$444,000 less than the actual cost. The cost difference is probably partially due to the special timing requirements due to the fair start date and maintaining traffic flow as well as the busy construction market this year.

The county estimated the special pavement treatment at \$35,000 and it came in at \$80,000. The county engineer attributed the price difference to the relative newness of this technique on a roadway like this. This element of the plan is currently being reviewed by the landscape architect and engineer to determine what costs the city should pay for in this amount. The cost includes some regular sidewalk as well as colored pavement. The landscape architect is also determining how to reduce the costs of this feature without losing the design element. Any revisions in this design element will be applied to the rest of the project. Although the extra cost is unanticipated and requires revising the roadway pattern, it is useful to find this out prior to finishing the specifications for the remaining sections of the project so modifications can be made prior to bidding. The proposed changes in design and the reduced cost of the colored paving element on the first phase of Larpenteur will be brought back to the council as part of the overall streetscape plan for 1997.

The city staff and consultants are reviewing all the estimated costs now that the design phase is nearly completed and the specifications are being prepared.

The stormsewer element, the only other element coming directly out of project funds, is \$68,000 or \$ 13,000 higher than the county's \$ 45,000 estimate. This is not subject to negotiation.

ACTION REQUESTED:

Make a motion approving the city's participation in phase I of the Larpenteur Avenue project but make the participation contingent upon the city's amendments to the sidewalk special pavement and crosswalk treatment to reduce the costs of this design element to meet city expenditures in the overall streetscape project.