

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

January 26, 2000
AGENDA

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ ___ HUSTAD ___ KUETTEL ___
 LINDSTROM ___ TALBOT ___
 HOYT ___ PHILLIPS ___
 ATTORNEY ___ ENGINEER ___
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: January 5, 2000
- E. CONSENT AGENDA:
1. General disbursements through 1/21/00, \$145,930.12
Payroll, 1/1/00 to 1/15/00, \$9,166.03
 2. Licenses
 3. Appointment of Joe Krajewski to the fire department
 4. Request to reject ambulance bids and re-advertise the sale of two ambulances
 5. Reappointment of Donna Daykin to the Park and Recreation Commission
 6. Authorization to advertise for a recreation director
 7. Consideration of Resolution 00-02 to renew the lawful gambling registration for
Community Charities of Minnesota
- F. INTRODUCTION
8. *Designation of Greg Schmut as interim fire inspector*
1. Introduction of Heather Worthington, the assistant to the city administrator
- G. POLICY AGENDA:
1. Presentation and request to enter into an agreement with Ramsey County
for the reconstruction of Larpenteur Avenue east of Arona Street
 2. Resolution 00-03 accepting the feasibility study and schedule a public
hearing date for the improvement for the 2000 alley project
- H. INFORMATION AND ANNOUNCEMENTS:
- I. WORKSHOP
1. Joint Council and Planning Commission Workshop

City of Falcon Heights
City Council Minutes
January 5, 2000

Mayor Gehrz called the meeting to order at 7:00 p.m.

PRESENT: Gehrz, Hustad, Kuettel, Lindstrom, Talbot

Also present: Susan Hoyt, city administrator, Pat Phillips, deputy clerk

COMMUNITY FORUM: There was no one present to speak.

MINUTES: The minutes of December 15, 1999 were approved

OATH OF OFFICE:

Administrator Hoyt administered the oath of office to recently re-elected Mayor Gehrz. Mayor Gehrz administered the oath of office to newly elected councilmembers Peter Lindstrom and Richard Talbot.

CONSENT AGENDA:

Councilmember Peter Lindstrom moved approval of the consent agenda. The motion passed unanimously.

1. General disbursements and licenses
2. Licenses
3. Resolution designating official depositories for 2000
4. Designation of official newspaper
5. Appointment of City Engineer and City Attorneys for 2000
6. Review council standing rules
7. Appointments to commissions

POLICY AGENDA

Mayor Gehrz indicated Item No. 2 of the policy agenda would be removed as Administrator Hoyt said the new employee was unable to attend the council meeting due to another commitment. Another item was added to the policy agenda as an addendum.

Recognition of Kris Grangaard for Y2K community leadership

Mayor Gehrz expressed the city's appreciation to Kris Grangaard for her many hours of volunteer service in connection with preparing the city for this event. Mayor Gehrz said Kris offered her time and energy in assisting with the preparation which included

organizing a task force, participating in preparedness education and developing the community links program. Her leadership in this effort was exemplary.

ADDENDUM TO POLICY AGENDA

Submission of the Amendments to the 1991 Comprehensive Plan to the Metropolitan Council and neighboring communities

Administrator Hoyt said the council is being asked to approve the submission of the amendments to the city's 1991 comprehensive plan to the Metropolitan Council and the neighboring communities of Lauderdale, Roseville and St. Paul for their review. Hoyt indicated that the amendments reflect changes that the Metropolitan Council requires to meet the state statute requiring metropolitan area cities to update their comprehensive plan by the end of 1999. The revisions are routine updates rather than any policy changes. After brief discussion, councilmember Lindstrom moved to submit the amendments as presented and the motion passed unanimously.

ANNOUNCEMENTS:

Councilmember Kuettel wished the viewing audience a happy new year and also thanked the city staff for their extra efforts this past year. Mayor Gehrz thanked all the people who gave up their new year's eve to work at city hall and the fire station during the Y2K rollover.

Mayor Gehrz announced council assignments for the year. Councilmember Kuettel will be assigned to the Human Rights Commission, councilmember Hustad to the Cable Commission, councilmember Talbot to the Parks and Recreation Commission, councilmember Lindstrom to the Planning Commission. Mayor Gehrz will continue to serve on the St. Paul Land Use Planning Task Force, Mayor's Commission Against Drugs and the Ramsey County League of Local Governments. There is still a need to fill an opening on the Northwest Youth and Family Services Board.

Mayor Gehrz adjourned the meeting at 7:35 P.M.

Respectfully submitted,

Susan Hoyt
City Clerk

CONSENT 1
Meeting Date: 1/26/00

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through January 21, 2000, \$145,930.12
2. Payroll, 1/1/00 to 1/15/00, \$9,166.03

ACTION REQUESTED: Approval

APPROVAL OF BILLS
 PERIOD ENDING: _01-21-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	-----	37.54
	BRAUN PUMP & CONTROLS	RESET DIALER/HEATER STRP	-----	248.45
38385	US BANCORP	EMPLOYEES RECOGNITION	-----	50.37
38385	US BANCORP		-----	64.65
	CAMPBELL KNUTSON	12/99 LEGAL WORK	-----	198.00
	CELEBRITY BOWL CHARITIES	REFUND UNSED 3% TAX	-----	51.45
	CITY OF ST PAUL	ST LIGHTING MAINT AREA	-----	976.61
	DANKO EMERGENCY EQUIPMENT	6 PAIR FIREFIGHTR GLOVES	-----	180.00
	EHLERS AND ASSOCIATES	TIF DIST FINANCIAL EVAL	-----	465.00
	EHLERS AND ASSOCIATES	TIF DIST FINANCIAL EVAL	-----	465.00
	FOCUS NEWS	LEGALS -2000 BUDGET	-----	103.70
	HERMES FLORAL COMPANY	PLANT FOR VINCE IN HSP	-----	39.50
	KINGS TRUE VALUE	BAGS/HOSE NOZZLE/PADDLCK	-----	17.97
	LINDERS GREENHOUSES	SPRUCE TOPS - PLANTERS	-----	711.02
	WILLIAM MAERTZ	REIMB TUITION -MAERTZ	-----	772.50
	HOWARD GREEN COMPANYC.	CITY HALL PAVLION ENG	-----	751.50
	HOWARD GREEN COMPANYC.	NE QUAD ENGINEERING	-----	840.00
	HOWARD GREEN COMPANYC.	GEN SVCS/MSA STREET ENG	-----	340.00
	MIDWEST DELIVERY SERVICE	DELIVERYS TO D.S.U.	-----	9.95
	MN DEPARTMENT OF REVENUE	99 SALES TAX 101	-----	148.00
	MN DEPARTMENT OF REVENUE	99 USE TAX 101	-----	182.92
	MN DEPARTMENT OF REVENUE	99 USE TAX 201	-----	34.99
	MN DEPARTMENT OF REVENUE	99 USE TAX 401	-----	1.62
	MN DEPARTMENT OF REVENUE	99 USE TAX 424	-----	2,324.47
	MINNESOTA STATE TREASURER	4TH QTR BLDG SURCHARGES	-----	720.60
	MUSKA ELECTRIC CO.	ST LIGHT REPAIR/REAIM	-----	315.00
	NSP	ELECT CHRGS	-----	565.37
	NSP	ELECTRIC CHARGES	-----	3,980.50
	OLSEN FIRE INSPECTION	FIRE SPRINKLER TESTING	-----	145.00
	OXYGEN SERVICE COMPANY	COMPRESSED AIR	-----	51.53
	OXYGEN SERVICE COMPANY	TANK RENTALS	-----	54.00
	OXYGEN SERVICE COMPANY	TANK RENTAL PW	-----	9.00
	RAMSEY COUNTY PROP/RECORD	4TH QTR DATA PROCESSING	-----	41.62
	RAMSEY CTY PUBLIC WORKS	NOV/DEC SNOWPLOWING/SAND	-----	3,741.94
	MARY RIGNEY	NOV/DEC FIRE HALL CLEANG	-----	180.00
38387	SUBURBAN HARDWARE	GLOVES/ICE MELT/FASTENER	-----	100.85
38387	SUBURBAN HARDWARE	SAFETY GAS CAN/HOSES	-----	85.18
	SUPERAMERICA	FUEL	-----	186.66
	TRI-STATE BOBCAT INC	HYDRAULIC PISTON-BOBCAT	-----	157.40
	AIRTOUCH CELLULAR	CELLPHONE CHRGS PW	-----	8.93
	USWEST COMMUNICATIONS	TELEPHONE CHRGS	-----	616.23
	USWEST COMMUNICATIONS	TELEPHONE CHRGS	-----	164.14
	PRECISION TREE COMPANY	FALL TREE TRIMMING	-----	6,816.00
	PRECISION TREE COMPANY	TREE REMOVALS	-----	1,091.63
	LYNN & ASSOCIATES	EMPLOYMENT CONSULTING	-----	825.00
	*** TOTAL	FOR DEPT 00		28,871.79
	NORTHWEST YOUTH & FAMILY	2000 COOPERTIVE SVC	LEGISLAT	6,563.00
	RCLLG	2000 MEMBERSHIP	LEGISLAT	369.30
	SUBURBAN CHAMBER COMMERCE	2000 MEMBERSHIP	LEGISLAT	278.00
	ASSOC. OF METROPOLITAN	2000 MEMBERSHIP	LEGISLAT	1,832.00
	*** TOTAL	FOR DEPT 11		9,042.30
	AMERICAN OFFICE PRODUCTS	MISC SUPPLIES	ADMINIST	252.63

THESE EXPENSES WITHOUT THE DEPARTMENT DESCRIPTION ARE 1999 EXPENSES ALREADY EXPENSED IN 1999. THESE CHECKS ARE ONLY PAYING OFF THE PAYABLES WHICH HAD PREVIOUSLY BEEN SET UP. THEREFORE, NO DEPARTMENT DESIGNATION IS LISTED.

APPROVAL OF BILLS
 PERIOD ENDING: _01-21-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	AMERICAN PLANNING ASSOC.	2000 MEMBERSHIP	ADMINIST	191.00
	CITY BUSINESS	3YR SUBSCRIPTION	ADMINIST	143.00
	CITIZENS LEAGUE	2000 MEMBERSHIP	ADMINIST	50.00
	FBN, INC	EMAIL AND WEB PAGES	ADMINIST	340.00
	INSTY-PRINTS PLUS	ENVELOPES	ADMINIST	358.85
38389	MN DEPARTMENT OF REVENUE	JAN 1-15 WITH	ADMINIST	597.14
38388	PERA	JAN 1-15 PERA WITH	ADMINIST	944.32
	RAMSEY COUNTY	1/00 INSURANCE PREMIUMS	ADMINIST	2,686.11
	ROSEVILLE ROTARY CLUB	JAN-MAR DUES/MEALS	ADMINIST	202.50
	TAFF, SUSAN HOYT	1/00 AUTO ALLOWANCE	ADMINIST	250.00
	COORDINATED BUS. SYSTEMS,	1ST QTR COPIER MAINT	ADMINIST	542.65
		*** TOTAL FOR DEPT 12		6,558.20
	GFOA	2000 MEMBERSHIP	FINANCE	130.00
	MINNESOTA GFOA	2000 MEMBERSHIP	FINANCE	30.00
		*** TOTAL FOR DEPT 13		160.00
	CADY COMMUNICATIONS INC	TELEPHONE SVC REPAIR	COMMUNIC	24.75
		*** TOTAL FOR DEPT 16		24.75
	KINKO'S INC.	COPIES COMPREHENSIVE PLN	PLANNING	270.19
		*** TOTAL FOR DEPT 17		270.19
	ST ANTHONY VILLAGE	2/00 POLICE SVCS	POLICE	33,063.92
		*** TOTAL FOR DEPT 22		33,063.92
	HUGHES & COSTELLO	1/00 PROSECUTIONS	PROSECUT	2,647.50
		*** TOTAL FOR DEPT 23		2,647.50
	CAPITOL CITY MUTUAL AID	2000 MEMBERSHIP	FIRE FIG	50.00
	EMERGENCY APPARATUS MAINT	REPAIRS 753/GAUGES/WINDW	FIRE FIG	986.49
	MN STATE FIRE CHIEF ASSOC	2000 MEMBERHIP-CLEM&MIKE	FIRE FIG	80.00
	AIRTOUCH CELLULAR	1/00 CELL PHONE CHRGS	FIRE FIG	19.78
	RAMSEY CO. FIRE CHIEFS	2000 MEMBERSHIP	FIRE FIG	50.00
		*** TOTAL FOR DEPT 24		1,186.27
	BROWNING-FERRIS IND.	1/00 WASTE REMOVAL	CITY HAL	222.29
	GLENWOOD INGLEWOOD	H2O, EQUIP RENTAL	CITY HAL	130.20
	KNOX LUMBER CO.	TOILET SEAT FOR BATHROOM	CITY HAL	17.27
	LINDERS GREENHOUSES	PLANTS LOBBY	CITY HAL	81.18
		*** TOTAL FOR DEPT 31		450.94
	MN DEPT ECONOMIC SECURITY	BENEFITS UNEMPLOYMENT	TREE PRO	9.03
		*** TOTAL FOR DEPT 34		9.03
	ICMA RETIREMENT TRUST 457	1/00 MAERTZ	PARK & R	100.00
	ICMA RETIREMENT TRUST 457	1/00 TRETSTVEN	PARK & R	100.00
	USWEST COMMUNICATIONS	TELEPHONE	PARK & R	64.62
		*** TOTAL FOR DEPT 41		264.62
	CADY COMMUNICATIONS INC	MEW DESK PHONE	GENERAL	452.63
		*** TOTAL FOR DEPT 63		452.63
	METROPOLITAN COUNCIL	2/00 SS	SANITARY	50,580.00

APPROVAL OF BILLS
 PERIOD ENDING: _01-21-00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
*** TOTAL FOR DEPT 75				50,580.00
38386	BERNARDY, CONNIE LANNERS	JAN 1-15 PROF SVCS	MCAD	1,288.49
	BERNARDY, CONNIE LANNERS	JAN 16-31 PROF SVCS	MCAD	1,288.49
*** TOTAL FOR DEPT 84				2,576.98
	HOWARD GREEN COMPANYC.	ALLEY RECONST ENGINEERNG 2000	ALL	9,771.00
*** TOTAL FOR DEPT 87				9,771.00
*** TOTAL FOR BANK 01				145,930.12
*** GRAND TOTAL ***				145,930.12

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	1 14 99	32 RAYMOND BROWN	29956	12.93
COM	1 14 99	34 CLEMENT KURHAJETZ	29957	41.16
COM	1 14 99	35 LEO LINDIG	29958	25.45
COM	1 14 99	40 KEVIN ANDERSON	29959	35.55
COM	1 14 99	42 MICHAEL D. CLARKIN	29960	141.31
COM	1 14 99	60 TERRY D. IVERSON	29961	6.90
COM	1 14 99	63 RACHELLE L. MARVIN	29962	1.47
COM	1 14 99	66 ALFRED HERNANDEZ	29963	260.19
COM	1 14 99	70 JUSTIN T. NOVAK	29964	25.25
COM	1 14 99	73 JEREMY HUTCHISON	29965	94.89
COM	1 14 99	74 MARK J. ALLEN	29966	196.27
COM	1 14 99	77 BARBARA J. LEMAY	29967	271.37
COM	1 14 99	79 MICHAEL D CLARKIN II	29968	53.74
COM	1 14 99	80 MARY K RIGNEY	29969	322.54
COM	1 14 99	81 LAUREL F SANDBERG	29970	39.99
COM	1 14 99	82 DUSTIN P THUNE	29971	153.56
COM	1 14 99	83 JAMES R RYLE SR	29972	6.47
COM	1 14 99	85 DANIEL S JOHNSON-POWERS	29973	63.54
COM	1 14 99	86 GREGORY R YOUNGS JR	29974	19.40
COM	1 14 99	1002 SUSAN HOYT TAFF	29975	1449.34
COM	1 14 99	1007 PATRICIA PHILLIPS	29976	988.92
COM	1 14 99	1013 WILLIAM MAERTZ	29977	1245.89
COM	1 14 99	1033 DAVE TRETSEVEN	29978	904.55
COM	1 14 99	1102 AUSTIN M. PETERSON	29979	513.38
COM	1 14 99	1136 ROLAND O. OLSON	29980	914.11
COM	1 14 99	1142 ANTHONY ANDERSON	29981	204.62
COM	1 14 99	1143 COLIN B. CALLAHAN	29982	278.89
COM	1 14 99	1152 KARNA M BLOOMQUIST	29983	120.52
COM	1 14 99	1168 RYAN P. LAVELLE	29984	205.60
COM	1 14 99	1173 ELIZABETH M. POSTIGO	29985	201.30
COM	1 14 99	1176 MICHAEL P ECKBERG	29989	83.11
COM	1 14 99	1181 LEAH A BICKLER	29986	147.74
COM	1 14 99	1182 NATHANIEL J DEUSTERMAN	29987	136.08
		COMPUTER CHECKS		9166.03
		MANUAL CHECKS		.00
		NOTICES OF DEPOSIT		.00
		****TOTALS****		9166.03

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

MUNICIPAL BUSINESS LICENSE

An Angel's Art	#00-625	
Accredited Temporary Assignments		#00-626
Ann's Tailoring and Drycleaning		#00-627
Delange Dancers Studio	#00-628	
Do-It-Yourself Upholstery	#00-629	
Tony's Golf Specialty	#00-630	
The Hoover Company	#00-631	
James Kernick, D.D.S.	#00-632	
Midwest Youth Dance Theatre	#00-633	
My Turn	#00-634	
Spare Room II	#00-635	

RESTAURANT

Coffee Grounds	#00-704	
HML Corporation (food service for 1666 Coffman)		#00-705

HOME OCCUPATION

Doru's Therapeutic and Sports Massage Studio	#00-1104	
David L. Wasson Graphic Design	#00-1105	
Martha Klager Consulting	#00-1106	

GASOLINE STATION, CAR WASH, RETAIL GROCERY, CIGARETTE

Falcon Heights Amoco	#00-1200	
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REFUSE/RECYCLING HAULERS

BFI Waste Systems of North America #00-1008
EZ Recycling, Inc. #00-1009
Gene's Disposal #00-1010
Highland Sanitation & Recycling #00-1011
Red Arrow Waste Disposal #00-1012

TREE TRIMMING/TREATING/REMOVAL

A-1 Walsh, Inc. #00-1300
Northern Arborists #00-1301
Northeast Tree & Timber #00-1302
Precision Landscape & Tree, Inc. #00-1303
Rainbow Tree Company #00-1304

MECHANICAL

Centraire Heating & Air Conditioning Inc. #00-809 ✓
Appolo Heating & Vent. Corp. #00-810 ✓
~~Fireside Corner~~ #00-811 (In 1/5 agenda)
~~Horwitz, Inc.~~ #00-812 (In 1/5 agenda)
McQuillan Bros. Plbg. & Htg. Co. #00-813 ✓
Forced Air Inc., d/b/a Wenzel Heating & Air Conditioning #00-814 ✓
Reliant Energy/Minnegasco d/b/a Blaine Htg., Air Cond. & Elec. #00-815 ✓
Chimney Caps Plus, Inc. #00-816 ✓

ACTION REQUESTED: Approval

CONSENT 3
Date: 1/26/00

ITEM: Appointment of Joe Krajewski to the fire department

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Clem Kurhajetz, Fire Chief

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to approve the appointment of Joe Krajewski to the fire department. Mr. Krajewski resigned last August, but personal circumstances changed and he is again available for the department. Although the department now requires that all resignations are effective for one year from the date of resignation unless there are unusual circumstances, Mr. Krajewski's resignation occurred prior to the implementation of that guideline. Fire officials processed Mr. Krajewski's application as though he was a new firefighter, which is appropriate.

ACTION REQUESTED:

Appoint Mr. Joe Krajewski to the fire department.

CONSENT 3
Date: 2/9/00

ITEM: Rejection of ambulance bids
SUBMITTED BY: Susan Hoyt, City Administrator
REVIEWED BY: Roger Knutson, City Attorney

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to reject the bids that were received for the ambulance on December 29, 1999 because the bids were not advertised in the city's legal newspaper. At the last meeting the council rejected the bids based upon the bid amounts. The city attorney clarified that the bids must be rejected because the bid was not advertised according to state statute. The bids will be re-advertised with a minimum bid amount in the local legal newspaper as well as in the League Bulletin, the Smokeater journal and on the city's website.

ACTION REQUESTED:

Reject ambulance bids received on December 29, 1999.

CONSENT 5
Date: 1/26/00

ITEM: Reappointment of Donna Daykin to the Park and Recreation Commission

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to reappoint Donna Daykin for her second three year term as a park and recreation commissioner.

ACTION REQUESTED:

Reappoint Donna Daykin to the Park and Recreation Commission.

CONSENT 6
Date: 1/26/00

ITEM: Authorization to advertise for a recreation director

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to authorize the hiring process for the position of recreation director. In October, 1999 the council approved an organizational chart and updated job descriptions for the city. Included in this was a 15% to 20% time recreation director. The recreation director will be responsible for organizing and implementing recreation programming with hiring, training and supervising the recreation staff as a key responsibility. Step 1 of the position is scheduled to pay \$15 per hour with a 5% increase after six months, if job performance is satisfactory. The position will be advertised in the League of Minnesota Cities Bulletin, the organization of park and recreation directors and the Focus news. Ideally, the recreation director will be on board by mid-March, 2000.

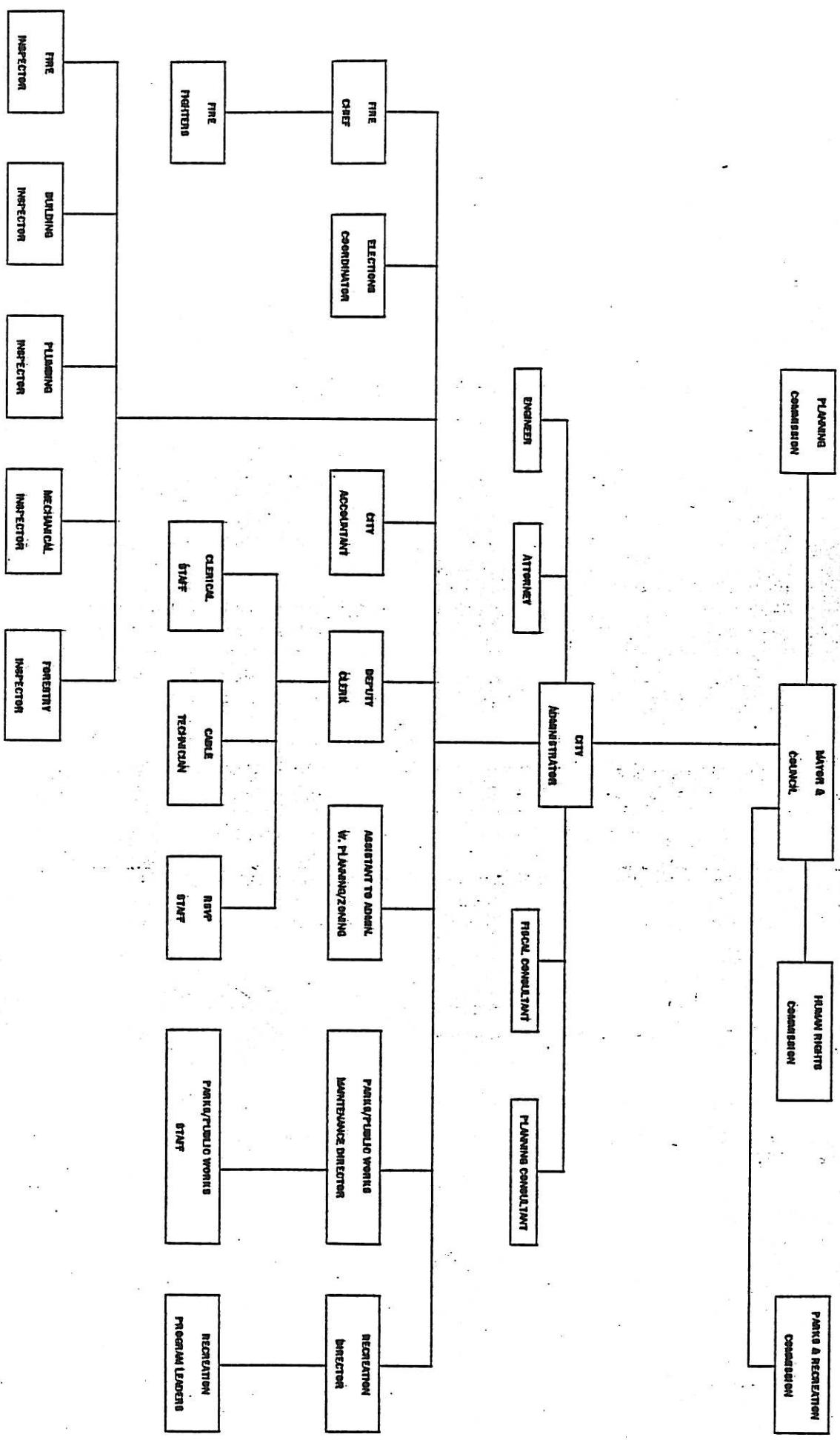
ATTACHMENT:

- 1 Organizational chart
- 2 Job description

ACTION REQUESTED:

Authorize the start of the hiring process for the recreation director position.

CITY OF FALCON HEIGHTS ORGANIZATIONAL CHART



January 2000

City of Falcon Heights
RECREATION DIRECTOR
JOB DESCRIPTION

TITLE: Recreation Director
DEPARTMENT: Parks and Recreation
REPORTS TO: City Administrator
STATUS: Part-time, Regular, Hourly, Non-Exempt (estimate 15% time)

DUTIES:

1. Overall: coordinate, plan and implement a comprehensive recreation program.
2. Recruit, select, train and evaluate recreation program staff
3. Prepare brochures, program information, registration information and procedures
4. Establish fee structures
5. Conduct period program and activity checks to evaluate and ensure program quality.
6. Plan, promote and conduct special events and activities
7. Assess community recreation programming needs and explore and propose activities and programs to meet needs
8. Evaluate programming and recommend program changes, additions or elimination
9. Develop ways to maintain good communication about programming with the city staff and the public
10. Follow required hiring practices.
11. Recommend an annual budget to the administrator.
12. Follow the budget.
13. Attend park and recreation commission meetings as requested by the administrator.

14. Other activities as assigned by the administrator.

B. WORK SCHEDULE

The position is designed to be a regular, part-time position averaging about 15% or about 312 hours over the year. Initially may require more time to become familiar with the organization and programming. Most time will be spent in the late spring and summer developing and supervising the summer programs. Pay will be based upon actual hours worked.

C. MINIMUM QUALIFICATIONS

1. Four year college degree from an accredited college in recreation or a recreation related field or recreation as part of educational degree or two year college work in recreation or related field with five years of work experience.
2. Recreation work experience for the equivalent of three years in a responsible position requiring coordination and supervision of recreation activities and staff in a recreation program with a community service base.
3. Ability to communicate through writing and speech over the phone and in person in English.
4. Ability to move about the office, the recreation facilities and parks on own.
5. Ability to drive around the city and to different locations.

ITEM DESCRIPTION: Consideration of Resolution 00-02 to renew the lawful gambling registration for Community Charities of Minnesota

SUBMITTED BY: Mr. Mark Healy Jr.
Community Charities of Minnesota

REVIEWED BY: Susan Hoyt, City Administrator

EXPLANATION/SUMMARY:

Summary and Action Requested: Approve renewal of gambling registration for Community Charities of Minnesota.

Background:

Community Charities of Minnesota (formerly known as Celebrity Bowl Charities, Inc.) has conducted charitable gambling operations at Falcon Bowl, 1550 W. Larpenteur Ave., on a fairly limited basis since 1994. Community Charities has made application to renew their charitable gambling license registration. The Minnesota State Charitable Gambling Board licenses the organization. However, a license will not be granted by the state unless the city approves a permit for the site of the activity. The organization meets the criteria for approval in Chapter 5-15.01 of the city code. These criteria are described in the attached resolution.

The application for a premises permit must be approved or denied by the city within 60 days of the association's application or it is automatically considered approved.

Fees to the City of Falcon Heights

Community Charities pays the city 3% of its gross receipts for financial and policy costs incurred to administer charitable gambling activity. This includes permit processing, accounting, auditing and applicable police time. If the city does not spend the entire 3% fee, the balance is refunded to Community Charities.

The city code also requires that Community Charities contribute 10% of their net profit to the city to be used for lawful purposes, which is contributed to the city's lawful gambling fund.

ATTACHMENT: Resolution 00-02

ACTION REQUESTED: Approve Resolution 00-02 approving the lawful gambling premises permit of Community Charities of Minnesota for operations at 1550 W. Larpenteur Ave.

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

Date: January 26, 2000

A RESOLUTION APPROVING THE PREMISES PERMIT FOR
COMMUNITY CHARITIES OF MINNESOTA'S CHARITABLE GAMBLING
OPERATION AT FALCON BOWL, 1550 W. LARPEUR AVE.

WHEREAS, on January 5, 2000, Community Charities of Minnesota applied for a lawful gambling license and a premises permit with the Minnesota Charitable Gambling Control Board to conduct a charitable gambling operation at Falcon Bowl, 1550 W. Larpenteur Avenue; and

WHEREAS, on January 5, 2000, the application and proposed premises permit were delivered to the city for review and approval; and

WHEREAS, on January 5, 2000, Community Charities of Minnesota applied to the city for registration approval to conduct charitable gambling operations at Falcon Bowl, 1550 W. Larpenteur Avenue, in accordance with city ordinance on charitable gambling.

NOW THEREFORE, BE IT RESOLVED, THAT:

1. The city council finds that:
 - a. The city's investigation indicates that Community Charities of Minnesota has not failed to comply with the terms or conditions of any gambling license and does not indicate a history of noncompliance with state or local law regulating the organization's gambling activities.
 - b. The premises on which the gambling is to be done are conducted within a commercial zone;
 - c. The land area and setback requirements of the premises, an existing shopping center, meet the minimums established for the district;
 - d. The property is an existing shopping center building, and therefore, does not require additional screening and landscaping because of the gambling operation;
 - e. There is adequate off-street parking for his use as part of the existing shopping center building;

- f. The activity is not expected to generate unreasonable additional traffic so as to create a nuisance or hazard to an existing or surrounding land use;
 - g. The activity is not expected to disrupt other activities in the neighborhood;
2. Based upon the above findings, the premises permit for Community Charities of Minnesota is hereby approved effective January 27, 2000 subject to the following conditions:
- a. Registration, pursuant to Section 5-3.07 subd. C, is hereby approved effective January 27, 2000. Future re-registration shall be required upon the expiration of the premises permit in January, 2002.
 - b. Community Charities of Minnesota shall comply with all provisions of Section 5-3.07 subd. E of the city code, which is attached hereto and incorporated in by reference.
 - c. The first audit report is due from Community Charities of Minnesota within 90 days after the first gambling license year based upon the effective date of the state license.
 - d. Pursuant to Section 54-3.07 subd. D (2) (a), the applicant shall submit on a monthly basis, 10% of its net profits derived from lawful gambling to the city for deposit in the city's lawful gambling fund to be distributed for lawful purposes.
 - e. Pursuant to Section 5-3.07 subd. E (6), the applicant shall remit to the city each month 3% of its gross receipts from charitable gambling within the city from the previous month. Such remittance may be used by the city only for the purpose of regulating lawful gambling. Excess funds shall be returned in accordance with city code.

Moved by: _____

Approved by: _____

Mayor

GEHRZ
 HUSTAD ___ In Favor
 KUETTEL
 LINDSTROM ___ Against
 TALBÖT

Date

Attested by: _____

City Clerk

Date

ADDENDUM
CONSENT 8
Date: 1/26/00

ITEM: Designation of Building Official Greg Schmidt as interim
fire inspector

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked to appoint the city's building official, Mr. Greg Schmit, as the interim fire inspector for construction until an arrangement is officially in place with the city of New Brighton. Greg is qualified to do these inspections and has done them in the past. A fire inspector from the State Fire Marshal's office will come out to inspect a fire incident if needed. This arrangement has been discussed with the fire chief.

ACTION REQUESTED:

Designate Mr. Greg Schmidt as interim fire inspector.

INTRODUCTION

Date: 1/26/00

ITEM: Introduction of Heather Worthington, the assistant to the city administrator

SUBMITTED BY: Susan Hoyt, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being introduced to the new assistant to the city administrator, Heather Worthington. Heather began her work with the city on Monday, January 24, 2000. She comes with experience in a small, community oriented organization, the District 12 Community Council in St. Paul. As one of four administrative staff members, Heather will be responsible for many of the programs and activities that directly and indirectly affect our residents, property owners and business persons. She will manage the basic building, planning and zoning questions from residents, business persons and property owners, preparing information for residents and business owners on property and zoning related issues, coordinating and monitoring the recycling program, code enforcement and neighborhood beautification activities, community events, information on the web site, developing a GIS system, assisting with phones, computers, drop-in visits, neighborhood watch and special projects.

Goal 4. To provide a responsive and effective city government.

Strategy 5. To effectively manage the city's consulting and personnel resources.

ATTACHMENTS:

- 1 Resume
- 2 Job Description

ACTION REQUESTED:

Introduction by city administrator

WELCOME, Heather !!

Heather M. Worthington

Received X. 4
11/12/99.

Education

Michigan State University

BA in History/Historic Preservation with an emphasis in U.S. History and Art History

Electives included U.S. History, Anthropology, and Urban Planning

Additional course work:

Mini-MBA for Non-Profits, Center for Non-Profit Management, St. Thomas University, Saint Paul, MN, 1997

Experience

Project Management

Coordination of neighborhood programs and projects including the Neighborhood Senior Chore Service for five neighborhoods in Saint Paul; recycling coordination; crime prevention; the Saint Anthony Park STAR Loan/Grant Exterior Fix-up Fund; neighborhood housing initiatives and economic development projects; code enforcement issues and nuisance property identification; annual neighborhood cleanup for two St. Paul neighborhoods, and the City of Falcon Heights and the City of Lauderdale. Raised awareness, fundraised, negotiated for the sale of, and coordinated the neighborhood efforts for purchasing the Community Garden land in Saint Anthony Park. Strong familiarity with building code, zoning and planning codes, and related processes. Multiple projects seen from conception to completion. Strong ability to manage several projects at once.

Advocacy

Strong advocate for neighborhood residents and businesses. Spokesperson for the Council and its programs and activities. Represented the SAPCC at City Council meetings, neighborhood events, and citywide meetings and activities. Direct contact with neighborhood residents regarding housing, transportation, and livability issues. Strong working relationships with fellow community organizers, city councilmembers, city staff, and neighborhood residents.

Desktop Publishing

Strong experience in desktop publishing, spreadsheet and database management, and word processing. Creation and editing of quarterly newsletter, multiple flyers, posters, and other outreach materials.

Outreach

Built a strong base of support and partnership through outreach to businesses, residents and city staff. Increased community involvement in St. Anthony Park Community Council (SAPCC) initiatives. Maintained a healthy balance of projects and programs aimed at economic development, business development, and residential livability. Personal contact and continued communication with these stakeholders led to fundraising opportunities, project development, and unique partnerships that helped further the mission of the SAPCC.

Administrative

Management of a non-profit with an operating budget of over \$90,000. Responsible for payroll, accounts payable, financial record keeping, staff supervision, hiring, and budgeting.

(continued on next page)

Heather M. Worthington

Fundraising

Raised nearly \$500,000 towards various community projects from government and private sources over the past year. Community fundraising efforts brought nearly \$65,000 from direct-mail and business outreach. Made valuable personal contacts with city staff, the lending community, the foundation community, and other non-profit organizations in Saint Paul. Grant writing and grant management for ongoing projects and programs.

Event Planning

Three years of involvement in planning and execution of the Greater Midway Home and Garden Show. Program and resource guide layout, media and public relations, writing and coordination of all press releases, as well as on-site management of the event. Coordination of all vendors, exhibitors, and workshops.

Work History

*Executive Director/
Community Organizer*

Saint Anthony Park Community Council (SAPCC), Saint Paul, Minnesota, May 1997 to present

Library Assistant II

Texas A&M University—Corpus Christi, Bell Library, Special Collections and Archives, Corpus Christi, TX, July 1996-September 1996

Exhibits Manager

Wichita-Sedgwick County Historical Museum, Wichita, KS, March 1995-August 1995

Administrative Assistant

Minneapolis Institute of Arts, Textile Department, July 1994-October 1994

*Site Interpreter/
Technician*

Minnesota State Capitol, Minnesota Historical Society, Saint Paul, MN, February 1993-October 1994

Administrative Assistant

Summit Hill Association/District 16 Planning Council, Saint Paul, MN, March 1993-May 1994

Publications

Preservation Matters, Preservation Alliance of Minnesota, July 1994, Vol. 10, No. 7, "The Quadriga of the Capitol."

Preservation Matters, Preservation Alliance of Minnesota, January 1997, Vol. 11, No. 1, "The Traction Division of the Minnesota Transportation Museum."

Preservation Matters, Preservation Alliance of Minnesota, February 1997, Vol. 12, No. 2, "Rondo."

Preservation Matters, Preservation Alliance of Minnesota, March 1997, Vol. 13, No. 3, "Thomas Lowry's Streetcar Boats."

Volunteer Activities

Trustee, Minnesota Transportation Museum, 1997-present

Writer, Preservation Alliance of Minnesota, Newsletter Preservation Matters, 1994-present

Twin Cities Bungalow Club, Midway Chapter

November, 1999

City of Falcon Heights

ASSISTANT TO CITY ADMINISTRATOR
WITH PLANNING AND ZONING RESPONSIBILITIES

JOB DESCRIPTION

TITLE: Assistant to Administrator/Planner
DEPARTMENT: Administration
REPORTS TO: City Administrator
STATUS: Full-time, Non-Exempt

POSITION SUMMARY:

The position carries out a wide variety of administrative and planning functions. Areas of responsibility include, review and comment on planning requests, review building plans for conformance to the zoning code, oversight of computer systems, code compliance reports and special projects as needed.

A. DUTIES

1. Assist the administrator with analyzing, researching and writing information on city policy, contracts, codes, personnel or other projects on an as-needed basis.
2. Assist the administrator with responses to information requests and correspondence.
3. Represent the city at meetings as requested by the administrator.
4. Answer questions and provide information to the public. This is a shared responsibility with other staff members.
5. Review building plans for conformance to the zoning code. Respond to planning inquiries like variances, conditional use permits and site plan reviews and collect related information to process these requests. Deal with the persons making these requests in a knowledgeable way.
6. Recommend code amendments as necessary.
7. Oversee code compliance. Work with the parks/public works staff to routinely check on conformance issues.

8. Coordinate work with the building official, mechanical inspector and fire inspector on code issues.
9. Organize the installation of and carry out the basic GIS operations after installation.
10. Troubleshoot on computers and coordinate computer work with the computer technician. Oversee standard reports maintained on computers.
11. Maintain the information on the web site.
12. Answer telephones and cover the front desk on a regular basis.
13. Manage the recycling program.
14. Carry out special projects as assigned.
15. Organize and implement community events.
16. Assist with the administration of elections.
17. Monitor compliance with the Data Practices Act.
18. Oversee the maintenance of office machines – telephones, copier, fax, etc.
19. Other assignments as requested by the administrator.

B. WORK SCHEDULE

This is a full time, non-exempt position that requires working 8:00 AM until 4:30 PM Monday through Friday. There will be times that the employee may be asked to work on evenings or weekends. Compensatory time is available for work outside regular work hours.

D. MINIMUM REQUIREMENTS

1. College degree from a four year accredited institution in liberal arts, preferably, geography, history, political science, economics or English, or in planning or public administration.
2. One year work experience in a city work environment or community organization.

3. Ability to communicate with people in writing, through e-mail and by phone and to read, write and talk in fluent English in person or over the telephone.
4. Ability to move about the office and to drive around and to get around the city outside a vehicle in all types of weather.
5. Ability to define and solve problems.
6. Ability to work in a small, informal and community and action oriented office environment with frequent interaction with other staff members, citizens, business owners, and representatives from other agencies.
7. Ability to learn and to work with basic trouble-shooting, networking, GIS and WEB site information.
8. Ability to balance a variety of tasks and external demands throughout the workday.

DESIRABLE SKILLS AND EXPERIENCE:

1. Experience interpreting and enforcing city codes especially nuisance and zoning codes.
2. Experience with doing site plan reviews, building plan reviews variances and conditional use permits and working with the applicants for these permits and planning requests.
3. Experience interacting with the public and organizing citizen events and activities
4. Introductory knowledge of GIS and web site technology.
5. Ability to relate a specific work activity to greater city goals.
6. Experience making recommendations and decisions that deal with people and property.

COMPENSATION:

The starting salary is \$31,000 to \$35,000 depending on qualifications with step increases after 6 months and 18 months, if job performance is satisfactory.

There is a benefit package that includes benefits for education up to \$1,800 a year.

NEW POLICY 1 AGENDA ITEM

LARPENTEUR AVENUE

The attached agenda item is revised from the earlier P -1. It includes a recommendation that the agreement with Ramsey County be approved contingent upon the public hearing on the improvement in March. It also includes reference to a resolution 00-04 scheduling an improvement and assessment hearing on the Larpenteur project in order to be able to assess the project to abutting property owners. The resolution is being prepared by the city engineer and will be available at the meeting.

See you Wednesday.

Susan



**ADDITIONAL INFORMATION
ACTION FOR P-1**

Date: 1/24/00

ITEM: Proposed agreement with Ramsey County and resolution 00-04 approving the feasibility study and ordering the improvement and assessment hearings for Larpenteur Avenue

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Roger Knutson, City Attorney
Terry Maurer, City Engineer

EXPLANATION/DESCRIPTION:

Summary and action requested. The council is being asked 1) to approve resolution 00-04 ordering the improvement hearing and assessment hearing on Larpenteur Avenue and 2) to approve the agreement with Ramsey County for the reconstruction of Larpenteur Avenue phase III contingent upon the city's public improvement hearing, which is scheduled for March 8,2000. Since the city plans to assess for this phase of Larpenteur Avenue, as it does for all street projects, the city should hold the public hearing on the improvement prior to a formal sign off on the agreement with Ramsey County.

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

Strategy 4: Maintain the city's infrastructure

Action Item: Plan for and implement street improvements on Larpenteur Avenue east of Arona Street

Additional information.

At this time the estimated remaining direct cost to the city for all three phases of the Larpenteur Avenue street construction (not state aid funds, which are provided directly to the project) is \$ 58,139.84. (attachment 1)

The council already agreed to provide landscaping along the boulevard for \$24,000. This landscaping is handled separately from the county work.

The county sent an amended agreement which deleted the city's responsibility for water work out of the agreement.

The city administrator, county engineer and landscape architect will participate in an open house on the phase III of the project from 6:00 PM to 7:30 PM on February 2, 2000.

ATTACHMENTS:

- 1 Summary of Larpenteur estimated costs for all phases
- 2 Ramsey County worksheet on costs (1/00)
- 3 Revised agreement
- 4 Resolution 00-04 approving the county's study and ordering a joint public hearing on the improvement and an assessment hearing for March 8, 2000. *(at meeting)*

ACTION REQUESTED:

- Introduction by Administrator
- Report on phase III of Larpenteur Avenue – Dan Soler
- Comments from city engineer
- Questions/Discussion
- Consider resolution 00-04 scheduling an improvement hearing and an assessment hearing on Larpenteur Avenue
- Consider motion to approve agreement with Ramsey County for phase III of Larpenteur Avenue upon the completion of the public hearing on the improvement.

Balance at end of phase I and II:

\$ 44,585.62 owed to city from county for construction payment
\$57,092.64 owed to county from city to county
for engineering on phase I and II

\$ 12,507.02 owed to county from city for phase I and II

Estimated costs directly to city for phase III

\$23,624.70 owed to county for construction
\$10,003.69 owed to county for preliminary engineering
\$33,628.39 total owed to county for this portion of III

\$12,004.43 estimate 2% of local and state aid actual costs for
construction engineering

**Estimate of total remaining that is owed to county from city
for all three phases of Larpenteur:**

\$12,507.02
\$33,628.39 (estimate)
\$12,004.43 (estimate)
\$58,139.84 total as estimated

**Landscaping for phase III is \$24,000. This is a city expense that is
separate from the street reconstruction.**

1/24/00 S.H.H.T.

LARPENTEUR AVENUE COSTS
City of Falcon Heights

Phase I Costs

Construction cost:

a. Local funds advanced	\$148,709.69	
b. Local funds spent	\$ 86,139.72	
		\$ 62,569.97 (unexpended city funds)
c. State aid funds advance	\$ 14,086.72	
d. State aid funds spent	\$ 15,553.14	

Engineering cost:

e. Preliminary engineering	\$ 14,870.97	paid by city
f. Construction engineering	\$ 12,203.14	

Phase II Costs

Construction cost:

a. Local funds advanced	\$165,559.61	
b. Local funds spent	\$183,743.96	
		\$ 18,184.35 (additional city funds required)
c. State aid funds advance	\$ 30,696.75	
d. State aid funds spent	\$ 26,788.19	

Engineering cost:

e. Preliminary engineering	\$ 19,625.64
f. Construction engineering	\$ 25,263.86

Phase III Costs (estimated)

Construction cost:

a. Local funds	\$ 23,624.70
b. Local funds spent	\$
c. State aid funds	\$ 76,412.20
d. State aid funds spent	\$

Engineering cost:

e. Preliminary engineering	\$ 10,003.69
f. Construction engineering	\$ 12% of b & d

SUMMARY

Construction Costs

\$ 62,569.97 unexpended city funds phase I

\$ 18,184.35 additional city funds required phase II

\$ 44,585.62 TO BE RETURNED TO CITY OF FALCON HEIGHTS AFTER
PHASE I AND PHASE II PROJECTS ARE FINALED

Engineering Costs

\$ 12,203.14 construction engineering phase I

\$ 19,625.64 preliminary engineering phase II

\$ 25,263.86 construction engineering phase II

\$ 57,092.64 AMOUNT OWED BY CITY FOR ENGINEERING

Revised
Agreement 99023

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH CITY OF FALCON HEIGHTS**

Larpenteur Avenue Reconstruction
from Arona Street to Oxford Street
S.A.P. 62-630-45
M.S.A.P. 124-020-05

Estimated Amount Receivable
from Falcon Heights

Attachments:
Engineers Estimate
dated 1/21/2000

Municipal State Aid Funds:	
Sidewalk	\$11,362.20
Traffic Signals	\$65,050.00
Local Funds:	
Storm Sewer	<u>\$23,624.70</u>
Subtotal	\$100,036.90
Preliminary Eng.	\$10,003.69
Construction Eng.	<u>\$12,004.43</u>
Total	\$122,045.02

THIS AGREEMENT, by and between the City of Falcon Heights, a municipal corporation, hereinafter referred to as the "City," and Ramsey County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County";

WITNESSETH:

WHEREAS, the City and the County desire to reconstruct and rebuild Larpenteur Avenue from Arona Street to Oxford Street; and

WHEREAS, Larpenteur Avenue from Arona Street to Oxford Street is designated County State Aid Highway 30; and

WHEREAS, Larpenteur Avenue from Arona Street to Hamline Avenue is in the City; and

WHEREAS, preliminary studies and reports conducted by the City and County indicate that it is feasible, practical, and technically proper to provide for the Larpenteur Avenue reconstruction; and

WHEREAS, the County has prepared or will prepare the necessary designs, plans, specifications, estimates, proposals and approvals in accordance with funding requirements to take bids for this project; and

WHEREAS, this project has been designated as eligible for CSAH funds, reimbursement as S.A.P. 62-630-45; and

WHEREAS, this project has been designated as eligible for MSAS funds, reimbursement as S.A.P. 124-020-05; and

WHEREAS, plans for this project provide for the reconstruction of Larpenteur Avenue from Arona Street to Hamline Avenue in the City of Falcon Heights; and

WHEREAS, plans for this project provide for the reconstruction of traffic signals at the intersections of Larpenteur Avenue at Arona Street, Hamline Avenue, Fernwood Street, Dunlap Street and Lexington Avenue; and

WHEREAS, the City and County construction cost participation in the signals is included in this Agreement and the ownership, maintenance and operation of the signals is covered in separate agreements between the City and County; and

WHEREAS, plans for this project S.A.P. 62-630-45 showing proposed alignment, profiles, grades, and cross-sections for the improvement of County State Aid Highway 30 within the limits of the City as a County State Aid Highway project have been presented to the City; and

WHEREAS, the grading provisions require acquisition of certain right of way and temporary construction and slope easements prior to construction; and

WHEREAS, the County is acquiring necessary rights of way as determined by the project grading limits under a separate project, S.A.P. 62-630-43, utilizing its State Aid funds for all reimbursable costs; and

WHEREAS, the project includes, in addition to other things, right of way acquisition, grading, paving, walks, walls, utility adjustments, concrete curb and gutter, storm sewers, traffic signals; and

WHEREAS, Ramsey County will take bids for the project, prepare an abstract of bids and cost participation summary, award a contract and pay the contractor from State Aid and local funds identified for the project.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Prior to County award of a contract, the County shall first receive concurrence from the City for award of the contract to the lowest responsible bidder.

2. Upon award of a construction contract the County shall perform or contract the performance of the construction inspection.
3. The County shall acquire and pay for all rights of way and easements required for the construction of the project within the grading limits of the plan. Any rights of way that cannot be negotiated will be acquired through eminent domain proceedings.
4. All City owned rights of way and easements within the limits of the project for roads, utilities and stormwater are hereby granted to the County for project use during construction.
5. All Larpenteur Avenue rights of way and temporary easements will be in the name of the County, and parking and other regulations will be controlled by the County.
6. The County and City shall participate in the costs of construction in accordance with the adopted Ramsey County Public Works cost participation policy.
7. The estimated construction cost of the project is \$4,179,139.50. The costs will be paid by a combination of County State Aid Highway funds, Municipal State Aid Highway funds and local funds.
8. Storm sewer construction costs attributable to the road right of way and facilities needed for the road drainage are estimated to be eligible for reimbursement from County State Aid funds. Each agency shall pay for the storm sewer costs as determined by the MN/DOT hydraulics memorandum.
9. Upon completion of the project, the County shall own and maintain the storm sewer catch basins and leads on its County roads and the City shall own and maintain the storm sewer trunk lines within the City. Laterals and drains servicing property within the City outside the road right of way shall also be owned and maintained by the City.
10. The City shall pay to the County 20% of the cost of new concrete sidewalk on Larpenteur Avenue from Arona Street to Hamline Avenue. Upon completion of the project, the City shall own and maintain the concrete sidewalk.
11. The City shall pay to the County 50% of the cost of reconstructing the traffic signal and emergency vehicle pre-emption at the intersection of Larpenteur Avenue and Arona Street. Traffic signal maintenance responsibilities are covered under an existing agreement between the City and County.
12. All City utilities or facilities modified or added to those provisions presently made in the plans and specifications may be incorporated in the construction contract by supplemental agreement and shall be paid for as specified in the supplemental agreement. Design and construction engineering fees shall be negotiated.

13. The City shall reimburse the County ten percent (10%) of its share of the construction cost for all items as a preliminary engineering fee.

14. The City shall reimburse the County twelve percent (12%) of its share of the construction cost, as determined by the final amount due the contractor, as a construction engineering fee.

15. Quantity distributions identified above are shown in the Statement of Estimated Quantities in the plans. Estimated costs are identified in the Engineers Estimate. Actual costs shall be based on the contractor's unit prices and the quantities constructed.

16. All liquidated damages assessed the contractor in connection with the work performed on the project shall result in a credit shared by the City and the County in the same proportion as their respective total share of construction costs to the total construction cost without deduction liquidated damages.

17. The City shall not assess or otherwise recover any portion of its cost for this project through levy on County-owned property.

18. The County shall, when a construction contract is proposed to be awarded, prepare a revised estimate and cost participation breakdown based on construction contract unit prices and submit a copy to the City. Upon concurrence to award a construction contract, the City agrees to advance to the Treasurer of Ramsey County an amount equal to the City total construction cost share.

19. Upon substantial completion of the work, the County shall prepare a revised estimate of cost participation breakdown based upon the contract unit prices and the actual units of work estimated to have been performed and submit a copy to the City. The construction engineering costs to be paid the County by the City shall be based on this estimated final construction cost. The County shall add to the City's estimated final construction costs the construction engineering costs, make necessary adjustments for liquidated damages, if any, and deduct City funds previously advanced for the project by the City. The City agrees to pay to the County any amounts due. In the event the calculations show that the City has advanced funds in greater amount than is due the County, the County shall refund the amount to the City without interest.

20. The City and County agree to indemnify each other and hold each other harmless from any and all claims, causes of action, lawsuits, judgments, charges, demands, costs, and expenses, including, but not limited to, interest involved therein and attorneys' fees and costs and expenses connected therewith, arising out of or resulting from the failure of either party to satisfy the provisions of this Agreement or for damages caused to fourth parties as a result of the manner in which the City or the County perform or fail to perform duties imposed on each party by the terms of this Agreement. Nothing herein shall constitute a waiver by either party of the limits or liability provided by Minnesota Statutes, Chapter 466 or other applicable law.

21. This Agreement shall remain in full force and effect until terminated by mutual agreement of the City and the County.

22. Preliminary plans reviewed at the City public hearing and final plans and specifications are hereby in all things approved.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

CITY OF FALCON HEIGHTS

THE COUNTY OF RAMSEY

By _____

By _____

Its _____

Chair
Board of County Commissioners

By _____

Attest: _____

Its _____

Chief Clerk-County Board

Date _____

Date _____

Approved as to Form:

Approved as to Form:

City Attorney

Assistant County Attorney

Risk Management

Recommended for Approval:

Daniel G. Schacht, P.E.
Interim Public Works Director

GROUP 1 - ENGINEERS ESTIMATE & COST PARTICIPATION						
S.A.P. 62-630-45						
PROJECT: Larpenteur Ave. - Arona St. to Oxford St.					GROUP 1	
					100% CSAH	
DATE: 16-Dec-99						
ITEM NO.	ITEM	UNIT	UNIT PRICE	TOTAL QUANTITY	GROUP 1 QUANTITY	AMOUNT
2011.601	CONSTRUCTION LAYOUT STAKING	LS	\$300,000.00	1	1	\$300,000.00
2021.501	MOBILIZATION	LS	\$200,000.00	1	1	\$200,000.00
2101.502	CLEARING	TREE	\$100.00	19	19	\$1,900.00
2101.507	GRUBBING	TREE	\$100.00	21	21	\$2,100.00
2104.501	REMOVE PIPE SEWERS	m	\$19.00	348	348	\$6,612.00
2104.501	REMOVE CONCRETE CURB & GUTTER	m	\$5.00	2978	2978	\$14,890.00
2104.501	REMOVE CHAIN LINK FENCE	m	\$8.00	30	30	\$240.00
2104.501	REMOVE WOOD FENCE - PRIVACY	m	\$8.00	20	20	\$160.00
2104.501	REMOVE FLAGSTONE RETAINING WALL	m	\$16.40	28	28	\$459.20
2104.503	REMOVE CONCRETE BLOCK RETAINING WALL	m ²	\$20.00	3	3	\$60.00
2104.503	REMOVE CONCRETE MEDIAN	m ²	\$6.00	1914	1914	\$11,484.00
2104.503	REMOVE CONCRETE SIDEWALK	m ²	\$6.00	1299	1299	\$7,794.00
2104.503	REMOVE CONCRETE PAVEMENT	m ²	\$5.00	33502	33502	\$167,510.00
2104.503	REMOVE BITUMINOUS PAVEMENT	m ²	\$3.50	815	815	\$2,852.50
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	\$150.00	10	10	\$1,500.00
2104.511	SAWING CONCRETE PAVEMENT	m	\$12.00	71	71	\$852.00
2104.513	SAWING BITUMINOUS PAVEMENT	m	\$10.00	524	524	\$5,240.00
2104.521	SALVAGE WOOD FENCE-SPLIT RAIL	m	\$15.00	58.4	58.4	\$876.00
2104.523	SALVAGE CASTING	EACH	\$150.00	17	17	\$2,550.00
2104.523	SALVAGE SIGN TYPE C	EACH	\$15.00	73	73	\$1,095.00
2104.523	SALVAGE PRECAST CONCRETE CURB STOPS	EACH	\$75.00	33	33	\$2,475.00
2104.602	RELOCATE COMMERCIAL SIGN	EACH	\$3,000.00	1	1	\$3,000.00
2105.501	COMMON EXCAVATION	m ³	\$4.50	31004	31004	\$139,518.00
2105.522	SELECT GRANULAR BORROW (LV)	m ³	\$7.00	30855	30855	\$215,985.00
2105.525	TOPSOIL BORROW (LV)	m ³	\$10.00	232	232	\$2,320.00
2105.601	CONCRETE PAVEMENT DISPOSAL SPECIAL (P)	LS	\$175,000.00	1	1	\$175,000.00
2123.610	TRACTOR MOUNTED BACKHOE	HOURL	\$125.00	50	50	\$6,250.00
2130.501	WATER	m ³	\$25.00	400	400	\$10,000.00
2211.503	AGG. BASE (CV) CLASS 6	m ³	\$20.00	6209	5774	\$115,480.00
2301.502	CONC. PAVEMENT STANDARD WIDTH 200 mm	m ²	\$12.00	23245	23245	\$278,940.00
2301.503	CONC. PAVEMENT IRREGULAR WIDTH 200 mm	m ²	\$16.00	8827	8827	\$141,232.00
2301.513	STRUCTURAL CONCRETE HE	m ³	\$120.00	5775	5775	\$693,000.00
2301.513	STRUCTURAL CONCRETE HE SPECIAL (COLOR)	m ³	\$250.00	641	641	\$160,250.00
2301.529	REINFORCEMENT BARS (EPOXY COATED)	kg	\$3.00	21234	21234	\$63,702.00
2301.538	DOWEL BAR	EACH	\$4.20	20300	20300	\$85,260.00
2340.508	TYPE 31 WEARING COURSE MIXTURE	t	\$40.00	34	34	\$1,360.00
2340.508	TYPE 41 WEARING COURSE MIXTURE	t	\$42.00	62	62	\$2,604.00
2340.510	TYPE 31 BINDER COURSE MIXTURE	t	\$37.00	34	34	\$1,258.00
2340.510	TYPE 41 BINDER COURSE MIXTURE	t	\$37.00	93	93	\$3,441.00
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	LITER	\$0.45	182	182	\$81.90
2411.507	CONCRETE STEPS	EACH	\$800.00	3	3	\$2,400.00
2411.604	CONCRETE BLOCK RETAINING WALL	m ³	\$175.00	90.6	90.6	\$15,855.00
2451.503	GRANULAR BACKFILL (LV)	m ³	\$9.25	150	150	\$1,387.50
2502.541	100 mm PERF PE PIPE DRAIN	m	\$3.50	2985	2985	\$10,447.50
2504.602	ADJUST GATE VALVE BOX	EACH	\$200.00	27	27	\$5,400.00
2504.602	ADJUST CURB STOP BOX	EACH	\$150.00	68	68	\$10,200.00
2504.602	ADJUST HYDRANT	EACH	\$700.00	8	8	\$5,600.00
2504.604	100 mm POLYSTYRENE INSULATION	m ²	\$30.00	12	12	\$360.00
2506.602	CONSTRUCT CONTROL STRUCTURE	EACH	\$500.00	2	2	\$1,000.00
2521.501	100 mm CONCRETE WALK	m ²	\$21.00	2403	112	\$2,352.00
2531.501	CONC CURB & GUTTER DES B624	m	\$30.00	2588	2588	\$77,640.00
2531.501	CONC CURB & GUTTER DES B612	m	\$29.00	3275	3275	\$94,975.00
2531.507	150 mm CONC. DRIVEWAY PAVEMENT HE	m ²	\$39.00	210	210	\$8,190.00
2531.507	200 mm CONC. DRIVEWAY PAVEMENT HE	m ²	\$43.00	884	884	\$38,012.00
2531.602	CONCRETE ENTRANCE NOSE DESIGN 7113	EACH	\$250.00	20	20	\$5,000.00
2531.602	PEDESTRIAN CURB RAMP	EACH	\$250.00	14	14	\$3,500.00
2545.602	HANDHOLE SPECIAL	EACH	\$300.00	19	19	\$5,700.00
2545.603	53 mm NON-METALLIC CONDUIT (LIGHTING)	m	\$11.50	476	476	\$5,474.00
2557.601	WIRE FENCE, DES. 1.2 m 9322	m	\$50.00	124	124	\$6,200.00
2557.603	INSTALL WOOD FENCE-SPLIT RAIL	m	\$27.00	58.4	58.4	\$1,576.80

GROUP 5 - ENGINEERS ESTIMATE & COST PARTICIPATION										
S.A.P. 62-630-45						GROUP 5				
PROJECT: Larpenteur Ave. - Arona St. to Oxford St.										
DATE: 16-Dec-99										
						TOTAL		GROUP 5		
ITEM NO.	ITEM	UNIT	UNIT PRICE	QUANTITY	QUANTITY	AMOUNT				
						\$0.00				
						\$0.00				
						\$0.00				
						\$0.00				
						\$0.00				
						\$0.00				
						\$0.00				
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						\$0.00				
						\$0.00				
						\$0.00				

GROUP 6 - ENGINEERS ESTIMATE & COST PARTICIPATION				GROUP 6		
S.A.P. 62-630-45						
PROJECT: Larpenteur Ave. - Arona St. to Oxford St.				100% ST. PAUL		
DATE: 16-Dec-99						
				TOTAL	GROUP6	
ITEM NO.	ITEM	UNIT	UNIT PRICE	QUANTITY	QUANTITY	AMOUNT
2503.602	CONSTRUCT BULKHEAD	EACH	\$2,000.00	1	1	\$2,000.00
						\$0.00
				TOTAL GROUP 6		\$2,000.00
				100% ST PAUL FUNDS		\$2,000.00
				TOTAL GROUP 6		\$2,000.00

GROUP 7 - ENGINEERS ESTIMATE & COST PARTICIPATION				GROUP 7		
S.A.P. 62-630-45				70% CSAH		
PROJECT: Larpeur Ave. - Arona St. to Oxford St.				10% FH		
				10% ROSE		
DATE: 16-Dec-99				10% ST. PAUL		
ITEM NO.	ITEM	UNIT	UNIT PRICE	TOTAL QUANTITY	GROUP 7 QUANTITY	AMOUNT
2105.607	EXCAVATION SPECIAL	m ³	\$7.00	17590	17590	\$123,130.00
2503.541	375 mm RCP SEWER DES 3006 CL V	m	\$70.00	205.9	205.9	\$14,413.00
2503.541	450 mm RCP SEWER DES 3006 CL V	m	\$80.00	179.8	179.8	\$14,384.00
2503.541	600 mm RCP SEWER DES 3006 CL III	m	\$100.00	12.5	12.5	\$1,250.00
2503.541	SEWER PIPE INSPECTION (STORM)	L.S.	\$3,000.00	1	1	\$3,000.00
2503.541	PIPE JOINT REPAIR	m	\$500.00	15	15	\$7,500.00
2506.502	CONST. DRAINAGE STRUCT. DESIGN A OR F	EACH	\$1,400.00	2	2	\$2,800.00
2506.502	CONST. DRAINAGE STRUCT. DESIGN C OR G	EACH	\$1,100.00	19	19	\$20,900.00
2506.503	RECONSTRUCT DRAINAGE STRUCTURE	m	\$600.00	38.7	38.7	\$23,220.00
2506.602	RECONST. DRAINAGE STRUCTURE SPECIAL	EACH	\$2,400.00	1	1	\$2,400.00
2506.516	CASTING ASSEMBLY	EACH	\$300.00	9	9	\$2,700.00
2506.521	INSTALL CASTING	EACH	\$250.00	22	22	\$5,500.00
2506.522	ADJUST FRAME & RING CASTING	EACH	\$350.00	43	43	\$15,050.00
				TOTAL GROUP 7		\$236,247.00
				70% CSAH FUNDS		\$165,372.90
				10% FALCON HEIGHTS		\$23,624.70
				10% ROSEVILLE FUNDS		\$23,624.70
				10% ST. PAUL FUNDS		\$23,624.70

SUMMARY - ENGINEERS ESTIMATE & COST PARTICIPATION

S.A.P. 62-630-45

PROJECT: Larpeneur Ave. - Arona St. to Oxford St.

DATE: 5-Mar-99

GROUPS	CSAH	FALCON HTS. MSA	FALCON HTS. LOCAL FUNDS	ROSEVILLE	ST PAUL	GROUP TOTALS
GROUP 1 - 100% CSAH FUNDS	\$3,586,401.50					\$3,586,401.50
GROUP 2 - 80% CSAH FUNDS 20% FALCON HEIGHTS	\$45,448.80	\$11,362.20				\$56,811.00
GROUP 3 - 50% CSAH FUNDS 50% FALCON HEIGHTS	\$65,050.00	\$65,050.00				\$130,100.00
GROUP 4 - 50% CSAH FUNDS 25% ROSEVILLE 25% ST PAUL	\$82,350.00			\$41,175.00	\$41,175.00	\$164,700.00
GROUP 5 -			\$0.00			\$0.00
GROUP 6 - 100% ST PAUL					\$2,000.00	\$2,000.00
GROUP 7 - 70% CSAH FUNDS 10% FALCON HEIGHTS 10% ROSEVILLE 10% ST PAUL	\$165,372.90		\$23,624.70	\$23,624.70	\$23,624.70	\$236,247.00
CONSTRUCTION TOTALS	\$3,944,623.20	\$76,412.20	\$23,624.70	\$64,799.70	\$66,799.70	\$4,176,259.50
PRELIM ENG COSTS =	\$ 394,462.32	\$ 7,641.22	\$ 2,362.47	\$ 6,479.97	\$ 2,362.47	\$ 413,308.45
CONSTR ENG COSTS =	\$ 465,788.78	\$ 9,169.46	\$ 2,834.96	\$ 7,775.96	\$ 2,834.96	\$ 488,404.14
PROJECT TOTAL =	\$4,804,874.30	\$93,222.88	\$28,822.13	\$79,055.63	\$71,997.13	\$5,077,972.09

ITEM: Presentation and request to enter into an agreement with Ramsey County for the reconstruction of Larpenteur Avenue east of Arona Street

SUBMITTED BY: Susan Hoyt, City Administrator

REVIEWED BY: Dan Soler, Ramsey County Project Engineer
Terry Maurer, City Engineer
Roger Knutson, City Attorney

EXPLANATION:

Summary and action requested. The council is being asked to approve an agreement with Ramsey County for the third phase of construction of Larpenteur Avenue beginning with Arona Street in Falcon Heights. Ramsey County will undertake the work this spring. The county is currently acquiring the temporary and permanent easements required for this work. The city hosted several meetings on the proposed improvements to Larpenteur Avenue over the past years and has scheduled an open house on February 2, 2000 for property owners to see the final street and landscaping plans and to ask questions about them. The county estimates this phase of the work will cost the city \$ 125,557.76 of local capital funds, which are part of the city's 1996 Larpenteur Avenue bond. The city budgeted for this in the capital budget at \$50,000 since the county had not provided the estimated amount of the work. The city assesses for all abutting property owners for street reconstruction work. This project's assessment rate was set in 1996 at \$26.50 per front foot. Property owners along Larpenteur, who are on corner lots and who have already been assessed for a prior street project, will not be assessed for Larpenteur Avenue. The draft agreement requires at least one change, to remove the city from any responsibility with the water service, which is owned by the St. Paul Water Utility.

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

Strategy 4. To maintain the city's infrastructure.

Action item. Plan for and implement street improvements on Larpenteur Avenue east of Arona and alleys

Background.

- This section of the roadway includes:
 - public pathways on both sides of the street; to be maintained by the city
 - protected left turn lanes

 - parking lane on the southside in front of the apartments east of Arona Street

 - landscaping with 75 to 79 varied types of boulevard trees wherever possible to plant them

- Planning for the reconstruction of Larpenteur Avenue began in 1993

- Actual construction began in 1997 for the area between Fulham and Cleveland in Falcon Heights.

- Actual construction began in 1998 for the area between Cleveland and just west of Snelling Avenue in Falcon Heights.

ATTACHMENT:

- 1 Proposed agreement with Ramsey County

ACTION REQUESTED:

Introduction by city administrator

Brief presentation of plans by Dan Soler, Ramsey County Project Engineer

Questions and Discussion

Consider approving the agreement with Ramsey County to reconstruct Larpenteur Avenue in 2000

Draft

Agreement 99023

**RAMSEY COUNTY
COOPERATIVE AGREEMENT
WITH CITY OF FALCON HEIGHTS**

Larpenteur Avenue Reconstruction
from Arona Street to Oxford Street
S.A.P. 62-630-45
M.S.A.P. 124-020-05

Estimated Amount Receivable
from Falcon Heights

Municipal State Aid Funds:

Sidewalk \$11,362.20
Traffic Signals \$65,050.00

Local Funds:

Water Services \$2,880.00
Storm Sewer \$23,624.70

Attachments:
Engineers Estimate
dated 12/16/99

Subtotal \$102,916.20

Preliminary Eng. \$10,291.62
Construction Eng. \$12,349.94

Total \$125,557.76

THIS AGREEMENT, by and between the City of Falcon Heights, a municipal corporation, hereinafter referred to as the "City," and Ramsey County, a political subdivision of the State of Minnesota, hereinafter referred to as the "County";

WITNESSETH:

WHEREAS, the City and the County desire to reconstruct and rebuild Larpenteur Avenue from Arona Street to Oxford Street; and

WHEREAS, Larpenteur Avenue from Arona Street to Oxford Street is designated County State Aid Highway 30; and

WHEREAS, Larpenteur Avenue from Arona Street to Hamline Avenue is in the City; and

WHEREAS, preliminary studies and reports conducted by the City and County indicate that it is feasible, practical, and technically proper to provide for the Larpenteur Avenue reconstruction; and

WHEREAS, the County has prepared or will prepare the necessary designs, plans, specifications, estimates, proposals and approvals in accordance with funding requirements to take bids for this project; and

WHEREAS, this project has been designated as eligible for CSAH funds, reimbursement as S.A.P. 62-630-45; and

WHEREAS, this project has been designated as eligible for MSAS funds, reimbursement as S.A.P. 124-020-05; and

WHEREAS, plans for this project provide for the reconstruction of Larpenteur Avenue from Arona Street to Hamline Avenue in the City of Falcon Heights; and

WHEREAS, plans for this project provide for the reconstruction of traffic signals at the intersections of Larpenteur Avenue at Arona Street, Hamline Avenue, Fernwood Street, Dunlap Street and Lexington Avenue; and

WHEREAS, the City and County construction cost participation in the signals is included in this Agreement and the ownership, maintenance and operation of the signals is covered in separate agreements between the City and County; and

WHEREAS, plans for this project S.A.P. 62-630-45 showing proposed alignment, profiles, grades, and cross-sections for the improvement of County State Aid Highway 30 within the limits of the City as a County State Aid Highway project have been presented to the City; and

WHEREAS, the grading provisions require acquisition of certain right of way and temporary construction and slope easements prior to construction; and

WHEREAS, the County is acquiring necessary rights of way as determined by the project grading limits under a separate project, S.A.P. 62-630-43, utilizing its State Aid funds for all reimbursable costs; and

WHEREAS, the project includes, in addition to other things, right of way acquisition, grading, paving, walks, walls, utility adjustments, concrete curb and gutter, storm sewers, traffic signals; and

WHEREAS, Ramsey County will take bids for the project, prepare an abstract of bids and cost participation summary, award a contract and pay the contractor from State Aid and local funds identified for the project.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AS FOLLOWS:

1. Prior to County award of a contract, the County shall first receive concurrence from the City for award of the contract to the lowest responsible bidder.

2. Upon award of a construction contract the County shall perform or contract the performance of the construction inspection.

3. The County shall acquire and pay for all rights of way and easements required for the construction of the project within the grading limits of the plan. Any rights of way that cannot be negotiated will be acquired through eminent domain proceedings.

4. All City owned rights of way and easements within the limits of the project for roads, utilities and stormwater are hereby granted to the County for project use during construction.

5. All Larpenteur Avenue rights of way and temporary easements will be in the name of the County, and parking and other regulations will be controlled by the County.

6. The County and City shall participate in the costs of construction in accordance with the adopted Ramsey County Public Works cost participation policy.

7. The estimated construction cost of the project is \$4,179,139.50. The costs will be paid by a combination of County State Aid Highway funds, Municipal State Aid Highway funds and local funds.

8. Storm sewer construction costs attributable to the road right of way and facilities needed for the road drainage are estimated to be eligible for reimbursement from County State Aid funds. Each agency shall pay for the storm sewer costs as determined by the MN/DOT hydraulics memorandum.

9. Upon completion of the project, the County shall own and maintain the storm sewer catch basins and leads on its County roads and the City shall own and maintain the storm sewer trunk lines within the City. Laterals and drains servicing property within the City outside the road right of way shall also be owned and maintained by the City.

10. The City shall pay to the County 20% of the cost of new concrete sidewalk on Larpenteur Avenue from Arona Street to Hamline Avenue. Upon completion of the project, the City shall own and maintain the concrete sidewalk.

11. The City shall pay to the County 50% of the cost of reconstructing the traffic signal and emergency vehicle pre-emption at the intersection of Larpenteur Avenue and Arona Street. Traffic signal maintenance responsibilities are covered under an existing agreement between the City and County.

12. The City shall pay to the County 100% of the cost of watermain service trench excavation at water service replacements between Arona Street and Hamline Avenue.

*if Paul
Winter
4-1-15*

13. All City utilities or facilities modified or added to those provisions presently made in the plans and specifications may be incorporated in the construction contract by supplemental

agreement and shall be paid for as specified in the supplemental agreement. Design and construction engineering fees shall be negotiated.

14. The City shall reimburse the County ten percent (10%) of its share of the construction cost for all items as a preliminary engineering fee.

15. The City shall reimburse the County twelve percent (12%) of its share of the construction cost, as determined by the final amount due the contractor, as a construction engineering fee.

16. Quantity distributions identified above are shown in the Statement of Estimated Quantities in the plans. Estimated costs are identified in the Engineers Estimate. Actual costs shall be based on the contractor's unit prices and the quantities constructed.

17. All liquidated damages assessed the contractor in connection with the work performed on the project shall result in a credit shared by the City and the County in the same proportion as their respective total share of construction costs to the total construction cost without deduction liquidated damages.

18. The City shall not assess or otherwise recover any portion of its cost for this project through levy on County-owned property.

19. The County shall, when a construction contract is proposed to be awarded, prepare a revised estimate and cost participation breakdown based on construction contract unit prices and submit a copy to the City. Upon concurrence to award a construction contract, the City agrees to advance to the Treasurer of Ramsey County an amount equal to the City total construction cost share.

20. Upon substantial completion of the work, the County shall prepare a revised estimate of cost participation breakdown based upon the contract unit prices and the actual units of work estimated to have been performed and submit a copy to the City. The construction engineering costs to be paid the County by the City shall be based on this estimated final construction cost. The County shall add to the City's estimated final construction costs the construction engineering costs, make necessary adjustments for liquidated damages, if any, and deduct City funds previously advanced for the project by the City. The City agrees to pay to the County any amounts due. In the event the calculations show that the City has advanced funds in greater amount than is due the County, the County shall refund the amount to the City without interest.

21. The City and County agree to indemnify each other and hold each other harmless from any and all claims, causes of action, lawsuits, judgments, charges, demands, costs, and expenses, including, but not limited to, interest involved therein and attorneys' fees and costs and expenses connected therewith, arising out of or resulting from the failure of either party to satisfy the provisions of this Agreement or for damages caused to fourth parties as a result of the manner in which the City or the County perform or fail to perform duties imposed on each party by the terms of this Agreement. Nothing herein shall constitute a waiver by either party of the limits or liability provided by Minnesota Statutes, Chapter 466 or other applicable law.

22. This Agreement shall remain in full force and effect until terminated by mutual agreement of the City and the County.

23. Preliminary plans reviewed at the City public hearing and final plans and specifications are hereby in all things approved.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed.

CITY OF FALCON HEIGHTS

THE COUNTY OF RAMSEY

By _____

By _____

Its _____

Chair
Board of County Commissioners

By _____

Attest: _____

Its _____

Chief Clerk-County Board

Date _____

Date _____

Approved as to Form:

Approved as to Form:

City Attorney

Assistant County Attorney

Risk Management

Recommended for Approval:

Daniel G. Schacht, P.E.
Interim Public Works Director

GROUP 1 - ENGINEERS ESTIMATE & COST PARTICIPATION						
S.A.P. 62-630-45						
PROJECT: Larpenteur Ave. - Arona St. to Oxford St.				GROUP 1		
DATE: 16-Dec-99				100% CSAH		
ITEM NO.	ITEM	UNIT	UNIT PRICE	TOTAL QUANTITY	GROUP 1 QUANTITY	AMOUNT
2011.601	CONSTRUCTION LAYOUT STAKING	LS	\$300,000.00	1	1	\$300,000.00
2021.501	MOBILIZATION	LS	\$200,000.00	1	1	\$200,000.00
2101.502	CLEARING	TREE	\$100.00	19	19	\$1,900.00
2101.507	GRUBBING	TREE	\$100.00	21	21	\$2,100.00
2104.501	REMOVE PIPE SEWERS	m	\$19.00	348	348	\$6,612.00
2104.501	REMOVE CONCRETE CURB & GUTTER	m	\$5.00	2978	2978	\$14,890.00
2104.501	REMOVE CHAIN LINK FENCE	m	\$8.00	30	30	\$240.00
2104.501	REMOVE WOOD FENCE - PRIVACY	m	\$8.00	20	20	\$160.00
2104.501	REMOVE FLAGSTONE RETAINING WALL	m	\$16.40	28	28	\$459.20
2104.503	REMOVE CONCRETE BLOCK RETAINING WALL	m ²	\$20.00	3	3	\$60.00
2104.503	REMOVE CONCRETE MEDIAN	m ²	\$6.00	1914	1914	\$11,484.00
2104.503	REMOVE CONCRETE SIDEWALK	m ²	\$6.00	1299	1299	\$7,794.00
2104.503	REMOVE CONCRETE PAVEMENT	m ²	\$5.00	33502	33502	\$167,510.00
2104.503	REMOVE BITUMINOUS PAVEMENT	m ²	\$3.50	815	815	\$2,852.50
2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	\$150.00	10	10	\$1,500.00
2104.511	SAWING CONCRETE PAVEMENT	m	\$12.00	71	71	\$852.00
2104.513	SAWING BITUMINOUS PAVEMENT	m	\$10.00	524	524	\$5,240.00
2104.521	SALVAGE WOOD FENCE-SPLIT RAIL	m	\$15.00	58.4	58.4	\$876.00
2104.523	SALVAGE CASTING	EACH	\$150.00	17	17	\$2,550.00
2104.523	SALVAGE SIGN TYPE C	EACH	\$15.00	73	73	\$1,095.00
2104.523	SALVAGE PRECAST CONCRETE CURB STOPS	EACH	\$75.00	33	33	\$2,475.00
2104.602	RELOCATE COMMERCIAL SIGN	EACH	\$3,000.00	1	1	\$3,000.00
2105.501	COMMON EXCAVATION	m ³	\$4.50	31004	31004	\$139,518.00
2105.522	SELECT GRANULAR BORROW (LV)	m ³	\$7.00	30855	30855	\$215,985.00
2105.525	TOPSOIL BORROW (LV)	m ³	\$10.00	232	232	\$2,320.00
2105.601	CONCRETE PAVEMENT DISPOSAL SPECIAL (P)	LS	\$175,000.00	1	1	\$175,000.00
2123.610	TRACTOR MOUNTED BACKHOE	HOUR	\$125.00	50	50	\$6,250.00
2130.501	WATER	m ³	\$25.00	400	400	\$10,000.00
2211.503	AGG. BASE (CV) CLASS 6	m ³	\$20.00	6209	5774	\$115,480.00
2301.502	CONC. PAVEMENT STANDARD WIDTH 200 mm	m ²	\$12.00	23245	23245	\$278,940.00
2301.503	CONC. PAVEMENT IRREGULAR WIDTH 200 mm	m ²	\$16.00	8827	8827	\$141,232.00
2301.513	STRUCTURAL CONCRETE HE	m ³	\$120.00	5775	5775	\$693,000.00
2301.513	STRUCTURAL CONCRETE HE SPECIAL (COLOR)	m ³	\$250.00	641	641	\$160,250.00
2301.529	REINFORCEMENT BARS (EPOXY COATED)	kg	\$3.00	21234	21234	\$63,702.00
2301.538	DOWEL BAR	EACH	\$4.20	20300	20300	\$85,260.00
2340.508	TYPE 31 WEARING COURSE MIXTURE	t	\$40.00	34	34	\$1,360.00
2340.508	TYPE 41 WEARING COURSE MIXTURE	t	\$42.00	62	62	\$2,604.00
2340.510	TYPE 31 BINDER COURSE MIXTURE	t	\$37.00	34	34	\$1,258.00
2340.510	TYPE 41 BINDER COURSE MIXTURE	t	\$37.00	93	93	\$3,441.00
2357.502	BITUMINOUS MATERIAL FOR TACK COAT	LITER	\$0.45	182	182	\$81.90
2411.507	CONCRETE STEPS	EACH	\$800.00	3	3	\$2,400.00
2411.604	CONCRETE BLOCK RETAINING WALL	m ²	\$175.00	90.6	90.6	\$15,855.00
2451.503	GRANULAR BACKFILL (LV)	m ³	\$9.25	150	150	\$1,387.50
2502.541	100 mm PERF PE PIPE DRAIN	m	\$3.50	2985	2985	\$10,447.50
2504.602	ADJUST GATE VALVE BOX	EACH	\$200.00	27	27	\$5,400.00
2504.602	ADJUST CURB STOP BOX	EACH	\$150.00	68	68	\$10,200.00
2504.602	ADJUST HYDRANT	EACH	\$700.00	8	8	\$5,600.00
2504.604	100 mm POLYSTYRENE INSULATION	m ²	\$30.00	12	12	\$360.00
2506.602	CONSTRUCT CONTROL STRUCTURE	EACH	\$500.00	2	2	\$1,000.00
2521.501	100 mm CONCRETE WALK	m ²	\$21.00	2403	112	\$2,352.00
2531.501	CONC CURB & GUTTER DES B624	m	\$30.00	2588	2588	\$77,640.00
2531.501	CONC CURB & GUTTER DES B612	m	\$29.00	3275	3275	\$94,975.00
2531.507	150 mm CONC. DRIVEWAY PAVEMENT HE	m ²	\$39.00	210	210	\$8,190.00
2531.507	200 mm CONC. DRIVEWAY PAVEMENT HE	m ²	\$43.00	884	884	\$38,012.00
2531.602	CONCRETE ENTRANCE NOSE DESIGN 7113	EACH	\$250.00	20	20	\$5,000.00
2531.602	PEDESTRIAN CURB RAMP	EACH	\$250.00	14	14	\$3,500.00
2545.602	HANDHOLE SPECIAL	EACH	\$300.00	19	19	\$5,700.00

GROUP 3 - ENGINEERS ESTIMATE & COST PARTICIPATION					GROUP 3	
S.A.P. 62-630-45, M.S.A. 124-020-05						
PROJECT:	Larpenteur Ave. - Arona St. to Oxford St.				50% CSAH	
					50% FH MSA	
DATE:	16-Dec-99					
ITEM NO.	ITEM	UNIT	UNIT PRICE	TOTAL QUANTITY	GROUP3 QUANTITY	AMOUNT
2565.511	FULL T ACT T CONTROL SIGNAL SYSTEM E	SIG SYS	\$126,800.00	1	1	\$126,800.00
2565.601	EMERGENCY VEHICLE PRE EMPTION SYS. E	LS	\$3,300.00	1	1	\$3,300.00
				TOTAL GROUP 3		\$130,100.00
				50% CSAH FUNDS		\$65,050.00
				50% FH MSA FUNDS		\$65,050.00
				TOTAL GROUP 3		\$130,100.00

GROUP 7 - ENGINEERS ESTIMATE & COST PARTICIPATION					GROUP 7	
S.A.P. 62-630-45					70% CSAH	
PROJECT: Larpenteur Ave. - Arona St. to Oxford St.					10% FH	
					10% ROSE	
DATE: 16-Dec-99					10% ST. PAUL	
ITEM NO.	ITEM	UNIT	UNIT PRICE	TOTAL QUANTITY	GROUP 7 QUANTITY	AMOUNT
2105.607	EXCAVATION SPECIAL	m ³	\$7.00	17590	17590	\$123,130.00
2503.541	375 mm RCP SEWER DES 3006 CL V	m	\$70.00	205.9	205.9	\$14,413.00
2503.541	450 mm RCP SEWER DES 3006 CL V	m	\$80.00	179.8	179.8	\$14,384.00
2503.541	600 mm RCP SEWER DES 3006 CL III	m	\$100.00	12.5	12.5	\$1,250.00
2503.541	SEWER PIPE INSPECTION (STORM)	L.S.	\$3,000.00	1	1	\$3,000.00
2503.541	PIPE JOINT REPAIR	m	\$500.00	15	15	\$7,500.00
2506.502	CONST. DRAINAGE STRUCT. DESIGN A OR F	EACH	\$1,400.00	2	2	\$2,800.00
2506.502	CONST. DRAINAGE STRUCT. DESIGN C OR G	EACH	\$1,100.00	19	19	\$20,900.00
2506.503	RECONSTRUCT DRAINAGE STRUCTURE	m	\$600.00	38.7	38.7	\$23,220.00
2506.602	RECONST. DRAINAGE STRUCTURE SPECIAL	EACH	\$2,400.00	1	1	\$2,400.00
2506.516	CASTING ASSEMBLY	EACH	\$300.00	9	9	\$2,700.00
2506.521	INSTALL CASTING	EACH	\$250.00	22	22	\$5,500.00
2506.522	ADJUST FRAME & RING CASTING	EACH	\$350.00	43	43	\$15,050.00
				TOTAL GROUP 7		\$236,247.00
				70% CSAH FUNDS		\$165,372.90
				10% FALCON HEIGHTS		\$23,624.70
				10% ROSEVILLE FUND		\$23,624.70
				10% ST. PAUL FUNDS		\$23,624.70

SUMMARY - ENGINEERS ESTIMATE & COST PARTICIPATION

S.A.P. 62-630-45

PROJECT: Larpenteur Ave. - Arona St. to Oxford St.

DATE: 5-Mar-99

GROUPS	CSAH	FALCON HTS. MSA	FALCON HTS. LOCAL FUNDS	ROSEVILLE	ST PAUL	GROUP TOTALS
GROUP 1 - 100% CSAH FUNDS	\$3,586,401.50					\$3,586,401.50
GROUP 2 - 80% CSAH FUNDS	\$45,448.80					
20% FALCON HEIGHTS		\$11,362.20				\$56,811.00
GROUP 3 - 50% CSAH FUNDS	\$65,050.00					
50% FALCON HEIGHTS		\$65,050.00				\$130,100.00
GROUP 4 - 50% CSAH FUNDS	\$82,350.00					
25% ROSEVILLE				\$41,175.00		
25% ST PAUL					\$41,175.00	\$164,700.00
GROUP 5 - 100% FALCON HEIGHTS			\$2,880.00			\$2,880.00
GROUP 6 - 100% ST PAUL					\$2,000.00	
GROUP 7 - 70% CSAH FUNDS	\$165,372.90					\$2,000.00
10% FALCON HEIGHTS			\$23,624.70			
10% ROSEVILLE				\$23,624.70		
10% ST PAUL					\$23,624.70	\$236,247.00
CONSTRUCTION TOTALS	\$3,944,623.20	\$76,412.20	\$26,504.70	\$64,799.70	\$66,799.70	\$4,179,139.50
PRELIM ENG COSTS =	\$ 394,462.32	\$ 7,641.22	\$ 2,650.47	\$ 6,479.97	\$ 2,362.47	\$ 413,596.45
CONST ENG COSTS =	\$ 465,788.78	\$ 9,169.46	\$ 3,180.56	\$ 7,775.96	\$ 2,834.96	\$ 488,749.74
PROJECT TOTAL =	\$4,804,874.30	\$93,222.88	\$32,335.73	\$79,055.63	\$71,997.13	\$5,081,485.69

ITEM: Resolution 00-03 accepting the feasibility study and schedule a public hearing date for the improvement for the 2000 alley project

SUBMITTED BY: Terry Maurer, City Engineer

REVIEWED BY: Susan Hoyt, City Administrator

Summary and action requested. The council is being asked to accept the feasibility study on the alley improvement project and to schedule a public hearing date for considering ordering this improvement. The staff met with property owners of the alleys proposed for reconstruction in the Northome neighborhood at two meetings to present the project. The handout presented at the meeting and a summary of the comments from the first meeting are attached for your information. The assessment policy assesses property owners for 90% of the cost of the project, which is currently. Using a conservative estimate, the cost is \$216,500 engineer estimates the assessment rate will not exceed \$29/alley foot. The assessment is typically spread over ten years with an annual interest charge.

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

Strategy 4. To maintain the city's infrastructure.

Action items. Plan for and implement street improvements on Larpenieur east of Arona and alleys.

ATTACHMENTS: (feasibility study enclosed)

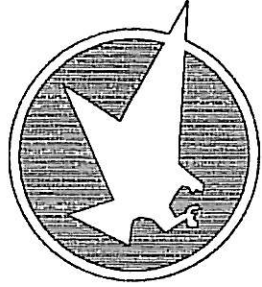
- 1 Information handout
- 2 Comments from first alley meeting
- 3 Resolution 00 - 03 accepting the feasibility report and scheduling a public hearing for February 23, 2000 on the improvement

ACTION REQUESTED:

Report from city engineer

Questions and discussion

Consider resolution 00-03 adopting the feasibility study and scheduling the public hearing on the improvement for February 23 at 7:00 P.M.



CITY OF
FALCON HEIGHTS

NEIGHBORHOOD INFORMATIONAL MEETING

2000 ALLEY IMPROVEMENTS

NORTHOME AREA

January 12, 2000

Susan Hoyt, City Administrator
Terry Maurer, City Engineer
Victoria Nill, Staff Engineer



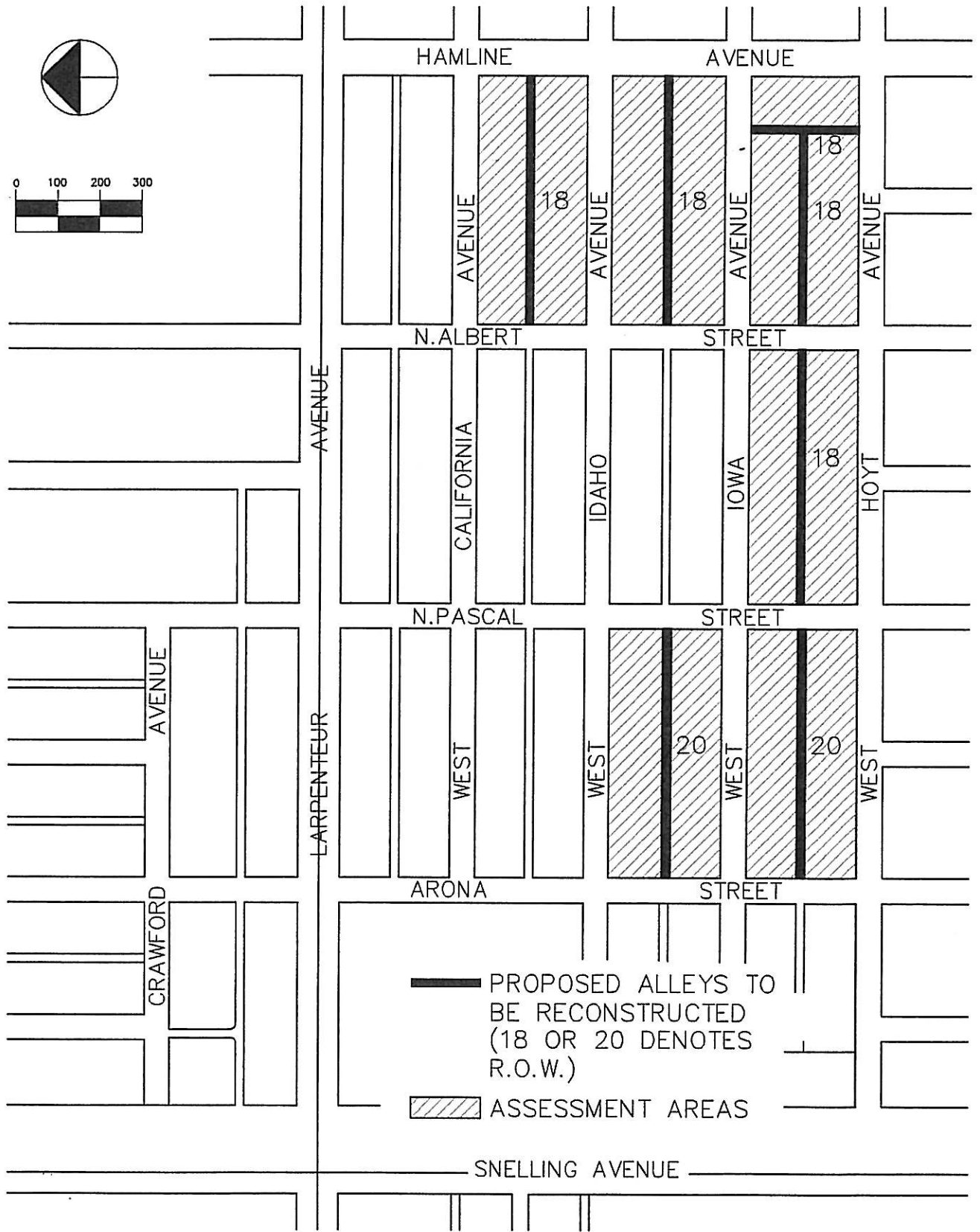
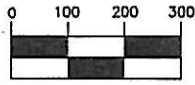
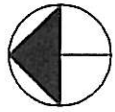
Howard R. Green Company
CONSULTING ENGINEERS



II. HISTORY

STREET AND ALLEY EVALUATION REPORT 5 YEAR CAPITAL IMPROVEMENT PLAN	AUGUST 7, 1988
ADOPT ASSESSMENT MANUAL	NOVEMBER 1989 (Revisions 1991 and 1994)
UPDATE 5-YEAR CAPITAL IMPROVEMENT PLAN	APRIL 1993
CONDITION OF ALLEYS EXAMINED	DECEMBER 1993
CITY COUNCIL REVISED ASSESSMENT POLICY	NOVEMBER 1994
1995 ALLEY IMPROVEMENTS	MARCH 1995
CITY COUNCIL AUTHORIZE FEASIBILITY STUDY OF NORTHOME AREA ALLEYS	OCTOBER 27, 1999
CONDITION OF ALLEYS EXAMINED	DECEMBER 1999
PUBLIC INFORMATIONAL MEETING	JANUARY 12, 2000

NORTHHOME AREA INFORMATIONAL MEETING

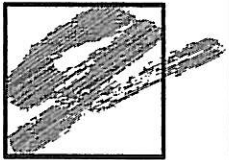
- I. INTRODUCTION
- II. HISTORY
- III. PROJECT INFORMATION
- IV. DESIGN CONSIDERATIONS
- V. ESTIMATED PROJECT COSTS
- VI. CITY OF FALCON HEIGHTS ASSESSMENT POLICY
- VII. ESTIMATED ASSESSMENTS
- VIII. PROJECT SCHEDULE
- IX. PUBLIC COMMENT



 PROPOSED ALLEYS TO BE RECONSTRUCTED (18 OR 20 DENOTES R.O.W.)
 ASSESSMENT AREAS

January 07, 2000 12:43:38 p.m.

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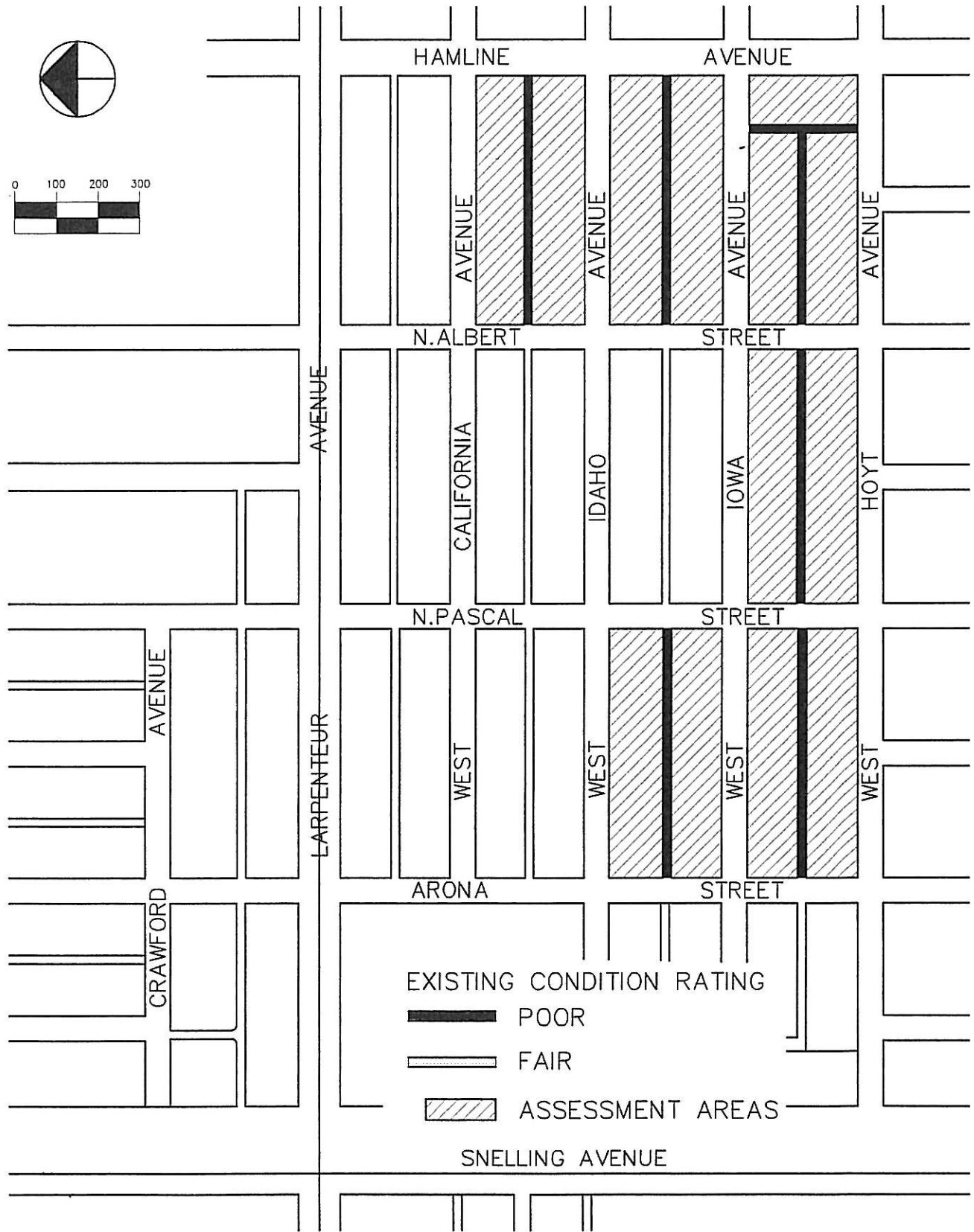
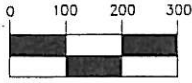
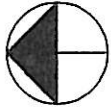


Howard R. Green Company
CONSULTING ENGINEERS

2000 ALLEY IMPROVEMENTS
PROJECT LOCATION AND
ASSESSMENT AREA



CITY OF EXHIBIT
FALCON
HEIGHTS **1**



EXISTING CONDITION RATING

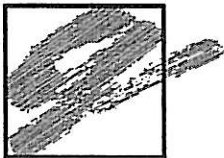
POOR

FAIR

ASSESSMENT AREAS

January 07, 2000 12:43:38 p.m.

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Howard R. Green Company
CONSULTING ENGINEERS

2000 ALLEY IMPROVEMENTS
1999 CONDITION EVALUATION

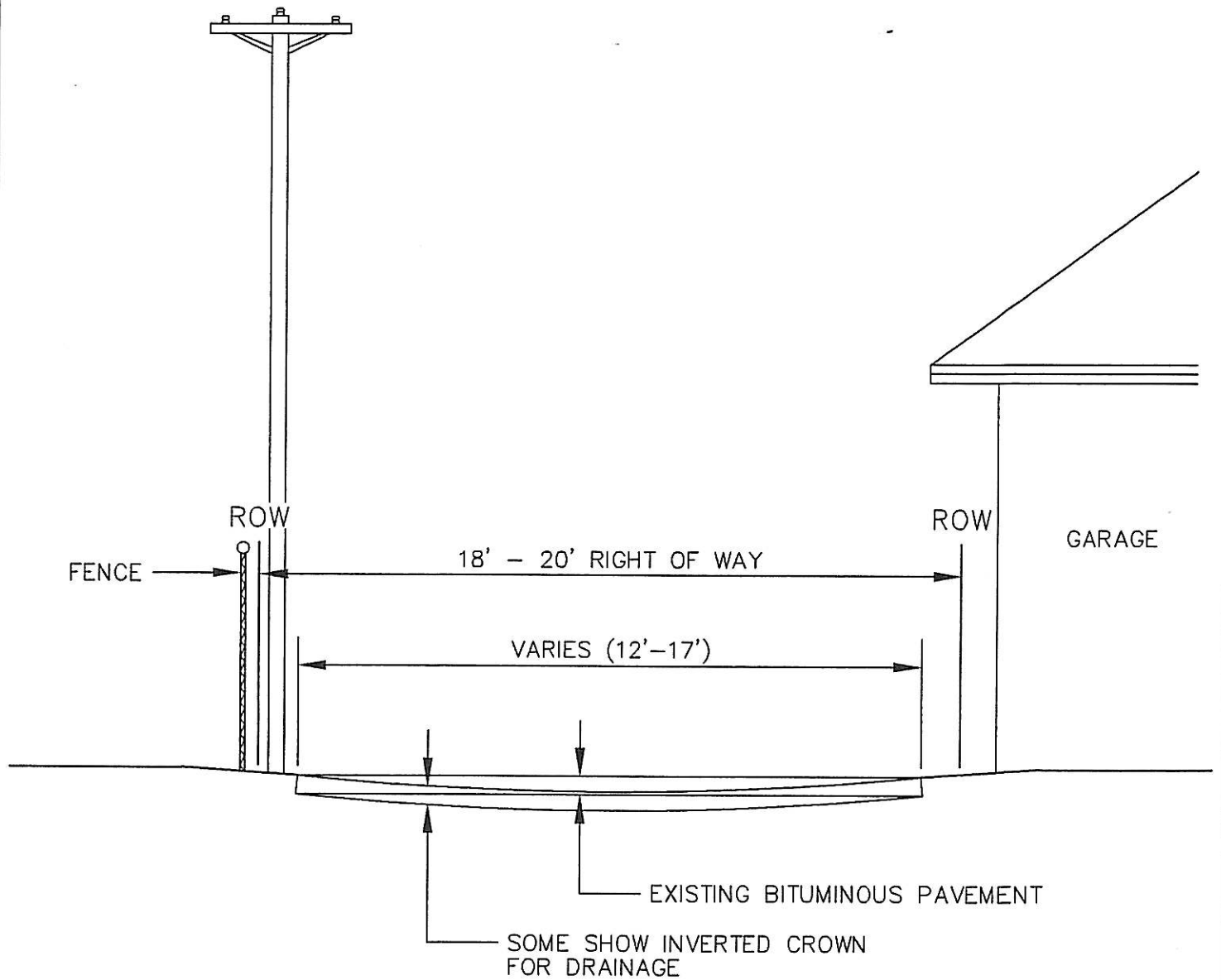


CITY OF EXHIBIT
FALCON HEIGHTS 2

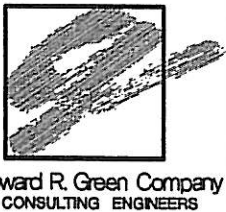
IV. DESIGN CONSIDERATIONS

- A. TYPES OF VEHICLES AND TRAFFIC
- B. PAVEMENT DESIGN
- C. DRAINAGE
- D. ALLEY GRADES
- E. CONSTRUCTION METHODS DUE TO SURFACE OBSTRUCTIONS
- F. RIGHT-OF-WAY WIDTH
- G. WIDTH OF ALLEY

January 07, 2000 12:43:38 p.m.



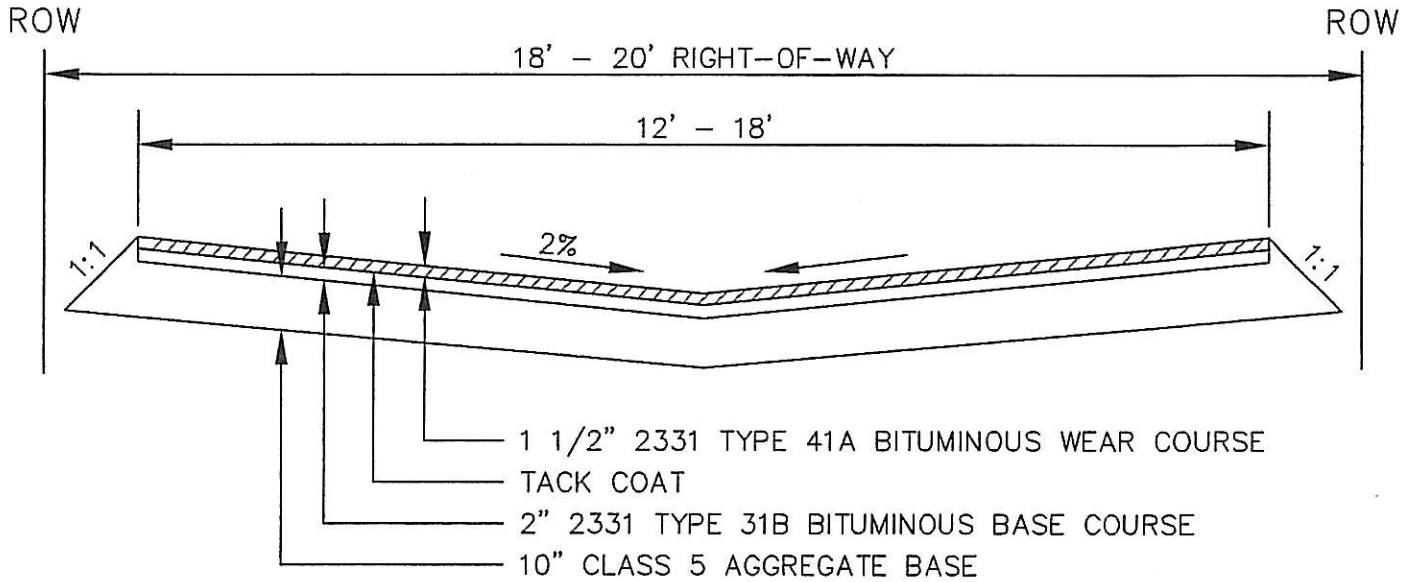
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2000 ALLEY IMPROVEMENTS
EXISTING ALLEY
TYPICAL SECTION



CITY OF EXHIBIT
FALCON HEIGHTS 3

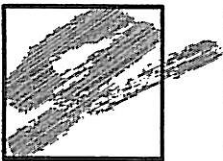


DESIGN CONSIDERATIONS :

- INVERTED CROWN IN CENTER OF ALLEY
- DRAINAGE DOWN CENTER OF ALLEY;
STORM SEWER ADDED WHERE REQUIRED
AND AVAILABLE
- WIDTH 12 TO 18 FEET - FITS WITHIN
EXISTING ALLEY RIGHT-OF-WAY

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Howard R. Green Company
CONSULTING ENGINEERS

**2000 ALLEY IMPROVEMENTS
PROPOSED TYPICAL SECTION**



CITY OF EXHIBIT
FALCON
HEIGHTS **4**

V. ESTIMATED PROJECT COSTS

ESTIMATED STREET CONSTRUCTION COST	\$169,000
ESTIMATED OVERHEAD COST 28% (Engineering, City Administration, Legal, Fiscal, Interest during Construction, Assessment Roll Preparation, Contingencies)	\$47,500
TOTAL PROJECT COST	\$216,500

VI. CITY OF FALCON HEIGHTS ASSESSMENT POLICY

ALLEY RECONSTRUCTION

Definitions

Alley - These are narrow bituminous surfaced driving areas constructed within City rights-of-way. They provide a means of ingress and egress to the rear of property. They are typically constructed to a 7-ton design in accordance with current Mn/DOT standards.

Determining Street Assessment Rates

All new alley reconstruction shall be assessed to the abutting properties. The assessment shall be on a front foot basis for the property frontage on the alley. The assessment rate shall be based on 90% of the total project cost divided by the assessable front footage.

Assessment Period

The length of payment period on various types of improvement projects shall be as follows:

Street Construction	10-15 years
(1995 Alley Improvements	10 years)

VII. ESTIMATED ASSESSMENTS

ALLEY RECONSTRUCTION

TOTAL PROJECT COST	\$216,500
ASSESSABLE PERCENTAGE	90%
ASSESSABLE COST	\$194,850
ASSESSABLE FRONT FOOTAGE	6,750 FF
ESTIMATED ASSESSMENT RATE \$194,850 / 6,750 FF =	\$29 PER FF

TYPICAL 50- FOOT LOT ASSESSMENT

$$50 \text{ FF} \times \$29 = \$1,450.00$$

ESTIMATED YEARLY PAYMENT, ASSUMING 8% INTEREST

5-YEAR PAYMENT PERIOD - AVERAGES \$375 PER YEAR

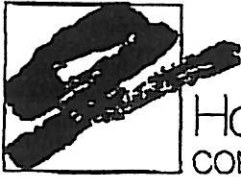
7-YEAR PAYMENT PERIOD - AVERAGES \$275 PER YEAR

10-YEAR PAYMENT PERIOD - AVERAGES \$215 PER YEAR

VIII. PROJECT SCHEDULE

ORDER FEASIBILITY STUDY	OCTOBER 27, 1999
INFORMATIONAL MEETING	JANUARY 12, 2000
CITY COUNCIL RECEIVES FEASIBILITY STUDY AND ORDERS PUBLIC HEARING	JANUARY 26, 2000
PUBLIC HEARING, ORDER PREPARATION OF PLANS AND SPECIFICATIONS	FEBRUARY 2000
PROJECT FINAL DESIGN	FEBRUARY 2000
APPROVE PLANS AND SPECIFICATIONS AND AUTHORIZE ADVERTISEMENT FOR BIDS	FEBRUARY 23, 2000
CITY COUNCIL CONSIDERS BIDS AND ORDERS PREPARATION OF ASSESSMENT ROLL	MARCH 22, 2000
ASSESSMENT HEARING AND AWARD CONTRACT	MAY 10, 2000
BEGIN CONSTRUCTION	LATE MAY 2000
COMPLETE CONSTRUCTION	AUGUST 2000
FIRST PAYMENT DUE WITH REAL ESTATE TAXES	MAY 2001

Draft



Howard R. Green Company
CONSULTING ENGINEERS

MEETING MINUTES

Informational Meeting
January 12, 2000

Falcon Heights
2000 Alley Improvements

The meeting was opened at 6:30 p.m. by Susan Hoyt, City Administrator. She gave a brief introduction. Terry Maurer, City Engineer, reviewed the agenda for the meeting, including the alley history, project information, design considerations, estimated cost, excerpts from the City Assessment Policy, assessment rates, and project schedule. Question and answer period followed.

Question: How long will each alley be out of use? Response: You will be inconvenienced for a good month. You wont be kept out completely the whole time but there will be a couple days while the contractor subcuts and paves that you will be asked to park on the street.

Question: If the proposed grades are different from existing grades is the resident responsible to tie into their driveway? Response: No, we will blend into your existing driveway if a steep grade develops.

Question: What is the life expectancy of this type of construction? Response: Typically 20 years, but the City is on a 4-year maintenance cycle which should extend the life expectancy of the pavement.

Question: How does the proposed assessment rate per front foot, \$29 / FF, compare to the rate in 1995? Response: The 1995 rate was \$22.58 / FF. A typical 50' lot paid \$1,125.

Question: How confident are you with the proposed assessment rate of \$29 / FF? Did you just look at the 1995 rate and add 5%? Response: No, we didn't even look at the 1995 prices. We did a preliminary cost estimate based on estimated plan quantities and today's construction costs. The increase in cost comes from doing a smaller project and inflation.

Question: Will the residents have the opportunity to work with the contractor to have their driveways completely redone? Response: We have to wait and see who the contractor is and what they are willing to do. Some Contractors are more then willing to work with residents others think it is to much hassle and don't have time.

Question: Are there any complaints about drainage from the 1995 alley project? I have poor drainage now, will that be corrected? Response: There were a few minor issues at first but they have been resolved. The proposed inverted crown with a minimum .5% slope should alleviate drainage problems.

Question: If I have good drainage now, road has good slope, can't we just recap our alley and not do the inverted crown? Response: The City can't just do 1 alley here and ½ an alley there. It is much more cost effective to complete all the alleys at once.

Question: Is the alley 7-ton design rate per vehicle? Response: No, per axle.

Question: Several garbage trucks only have a single axle in the back, don't they exceed the design rate? Response: The design is a heavy 7-ton to light 9-ton. Depending on where the garbage truck is when it is in the alley, the end of the route would be over weight while at the beginning it wouldn't be. Also, alleys get less regular traffic than a roadway.

Question: Storm sewer is being considered for some alleys and not others, will everyone be assessed the same? Response: Yes, but some alleys will be wider than others. Some will need more subgrade correction than others. Therefore, it is best to just assess everyone the same.

Question: How will you assess corner lots? Response: Property owners with alleys being reconstructed on both sides will only be assessed on the short side.

Question: My property has a City owned easement along the alley, will I be assessed for that front footage? Response: No, you will only be assessed for the property you own.

Question: Are there any plans to widen the alleys? Response: We will not be widening but will be meaning out the widths. For example is the alley is 14' wide in some places and 13' wide other places, we will make it all 14' wide if possible.

Question: How much notice with the resident receive to remove any landscaping? Response: As soon as the contract is awarded to a contractor a notice will be sent out with an anticipated construction schedule. The notice will also have the name and number of our full time inspector who will help you out with any questions you have involving the project and a more day to day construction schedule.

Question: Has the City done an analysis on the cost of doing this small alley project alone vs. combining it with the 1995 project? Are we being disadvantaged because we didn't combine this project with the one done in 1995? Response: We don't see that you are being given any significant disadvantage. Things were less expensive in 1995 due to inflation and there have been small increases in construction costs over the years.

Question: Will the City be doing a project walk through? Response: Yes, we will walk through the alleys and be available to explain the construction process. Everyone is invited to attend.

Question: Is there any significance to the location of the stakes the surveyors put in last fall? Response: No, there is no significance to where the stakes were placed, that was just the preliminary survey. Stakes were placed to mark existing or missing property pins and survey instrument set-up points.

Question: How long will each alley be shut down to traffic? Response: 2 to 3 days while the contractor is sub cutting and another day or two for paving.

Question: There are asphalt curbs on the 1995 alley improvements project, will there be any proposed on this project? **Response:** The asphalt curb on the 1995 alley project was placed to correct a drainage problem. We don't anticipate using any on the 2000 alley project.

Question: Was there any debate as to the source of funds for this or the 1995 alley project? **Response:** The City's assessment policy originally said the property owners will be assessed 100% of the project but the city council reconsidered and decided 90% was more fair.

Question: Where does the 28% increase over the 1995 alley project come from? 5.1% inflation per year? **Response:** We are comparing 2000 project's conservative preliminary cost to the 1995 project's final cost we do anticipate that coming down some. Also, there is inflation and the construction market is good and contractors can ask for slightly higher prices.

Question: Does the alley improvements increase my property value? **Response:** There is no direct correlation.

Question: You are proposing a 28% overhead cost, what was it for the 1995? Are you expecting it to cost 28% again? **Response:** We don't have the exact overhead figure for the 1995 project but historically it has averaged 23%.

Question: Will the construction be done by the State Fair? **Response:** Yes.

With no further questions, the meeting was closed at 7:30 p.m. As a closing comment, Susan Hoyt announced that minutes of the neighborhood meeting along with the informational handout would be sent out to all residents who were invited to the meetings. Also, due to the poor weather another meeting will be held in two weeks for the residents who couldn't make it.

COUNCIL RESOLUTION

Date: January 26, 2000

RESOLUTION RECEIVING REPORT AND
CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted October 27, 1999, a report has been prepared by Howard R. Green Company with reference to the improvement of the following alleys:

1. Alley between Idaho Avenue and Iowa Avenue from Arona Street to Pascal Street.
2. Alley between Iowa Avenue and Hoyt Avenue from Arona Street to Hamline Avenue, including the alley between Hamline Avenue and Albert Street from Hoyt Avenue to Iowa Avenue.
3. Alley between Idaho Avenue and Iowa Avenue from Albert Street to Hamline Avenue.
4. Alley between California Avenue and Idaho Avenue from Albert Street to Hamline Avenue.

and this report was received by the council on January 26, 2000.

NOW THEREFORE, BE IT RESOLVED by the city council of Falcon Heights, Minnesota:

1. The council will consider the improvement of such alleys 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 \$216,500.
2. A public hearing shall be held on such proposed improvement on the 23rd day of February, 2000 in the council chambers of the city hall at 7 p.m., or shortly after, and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 26th day of January 2000.

Moved by: _____

GEHRZ _____ In Favor
 TALBOT _____
 HUSTAD _____ Against
 LINDSTROM _____
 KUETTEL _____

Approved by: _____

Mayor
January 26, 2000
 Date

Attested by: _____

City Clerk
January 26, 2000
 Date

26 May 1999
City of Falcon Heights' Position
On Future Changes on the St. Paul Campus

Purpose

To communicate Falcon Heights' position on future changes on the St. Paul campus; and to state Falcon Heights' commitment to open, timely communication and a cooperative spirit in planning for these changes with the University of Minnesota.

Fundamental Expectations

The University of Minnesota will openly communicate and actively involve Falcon Heights in a timely way about possible future changes to the St. Paul campus that may affect the essential character of its surrounding neighborhoods. When the University of Minnesota implements pre-approved plans and projects that do not affect the essential character of the St. Paul campus's surrounding neighborhoods, Falcon Heights will cooperate in expediting the planned project.

In fulfilling its mission, the University of Minnesota will not initiate any physical changes on the St. Paul campus that will adversely affect the neighborhoods that surround it.

The University of Minnesota will locate land uses that generate significant traffic volumes, parking needs, crowds, noise, lights or other associated nuisances within the interior of the campus near the transitway, existing parking and current high activity areas in order to protect the essential character and quality of life in the neighborhoods surrounding the campus.

Falcon Heights will independently review proposed projects for their conformance to the city's objectives including standard planning, zoning, traffic, parking and nuisance principles and will provide the results of this analysis to the university.

Falcon Heights will notify the University of Minnesota of possible changes in land use occurring outside university property that may affect university facilities or operations.

The University of Minnesota will follow through on its commitments to Falcon Heights when it implements plans through individual projects.

Barriers to Trust

Falcon Heights' past experience with the University of Minnesota over siting the soccer stadium after Falcon Heights had participated in good faith in a master planning process for the Twin Cities campus.

The University of Minnesota's lack of a comprehensive, cohesive integrated decision-making process on land use planning and project implementation.

Current activities being undertaken by the University of Minnesota, like the athletic precinct plan, that may compete or conflict with the recommendations coming from the University Community Land Use Planning Task Force.

On-going Communication and Cooperation

Falcon Heights is an integral part of the broader university community and is committed to on-going, meaningful communication and cooperation with the University of Minnesota as it plans for future changes on the St. Paul campus.

**City of Falcon Heights
Workshop Meeting Notice**

DATE: 21 January 2000

TIME: 5:00 P.M.

PLACE: City Council Chambers, City Hall

PURPOSE: To introduce new councilmembers to council procedures and to acquaint them with city goals, programs and projects.