

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

AGENDA
December 4, 2000

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ ___ HUSTAD ___ KUETTEL ___
 LINDSTROM ___ TALBOT ___
 WORTHINGTON ___ PHILLIPS ___
 ATTORNEY ___ ENGINEER ___
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: November 22, 2000
- E. PUBLIC HEARING:
1. Truth in Taxation Hearing
- F. CONSENT AGENDA:
1. General disbursements through 11/29/00, \$40,259.27
 Payroll, 11/16/00 to 11/30/00, \$8,488.64
2. Consider resolution 00-27 approving a 3% standard compensation increase for regular employees in 2001
3. Consider canceling the December 27, 2000 meeting in lieu of meetings on December 4 and 13th
4. Adopt resolution 00-28 eliminating the 2001 debt levy on general obligation debt ✓
5. Appointment of firefighters, and promotion of Barb LeMay to 3rd Fire Captain
- G. POLICY AGENDA:
1. Consideration of Resolution 00-26, ordering preparation of report on improvement for alleys between Larpenteur Avenue and Crawford Avenue from the east line of Snelling to the west line of North Pascal Avenue, and the alleys surrounding the Hollywood Court neighborhood.
2. Consideration of Resolution 00-29, ordering preparation of plans and specifications for the Northome street improvements
3. Hiring of a permanent, part-time Recreation Coordinator
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN

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

AGENDA
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- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ __ HUSTAD __ KUETTEL __
 LINDSTROM __ TALBOT __
 WORTHINGTON __ PHILLIPS __
 ATTORNEY __ ENGINEER __
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: November 22, 2000 **(Tab #1)**
- E. PUBLIC HEARING:
 - 1. Truth in Taxation Hearing **(Tab #2)**
- F. CONSENT AGENDA:
 - 1. General disbursements through 11/29/00, \$40,259.27
 Payroll, 11/16/00 to 11/30/00, \$8,488.64 **(Tab #3)**
 - 2. Consider resolution 00-27 approving a 3% standard compensation
 increase for regular employees in 2001 **(Tab #4)**
 - 3. Consider canceling the December 27, 2000 meeting in lieu of meetings on
 December 4 and 13th **(Tab #5)**
 - 4. Adopt resolution 00-28 eliminating the 2001 debt levy on general obligation
 debt **(Tab #6)**
 - 5. Appointment of firefighters, and promotion of Barb LeMay to 3rd Fire
 Captain **(Tab #7)**

G. POLICY AGENDA:

1. Consideration of Resolution 00-26, ordering preparation of report on improvement for alleys between Larpenteur Avenue and Crawford Avenue from the east line of Snelling to the west line of North Pascal Avenue, and the alleys surrounding the Hollywood Court neighborhood. **(Tab #8)**
2. Consideration of Resolution 00-29, ordering preparation of plans and specifications for the Northome street improvements **(Tab #9)**
3. Hiring of a permanent, part-time Recreation Coordinator **(Tab #10)**

H. INFORMATION AND ANNOUNCEMENTS:

I. ADJOURN

DRAFT

City of Falcon Heights
City Council Minutes
November 22, 2000

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

PRESENT: Gehrz, Hustad, Lindstrom, Talbot. Also present: Heather Worthington,
City Administrator

ABSENT: Kuettel, Phillips

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

APPROVAL OF MINUTES: The minutes of November 8, 2000 were approved as
written.

CONSENT AGENDA

1. General disbursements and payroll
2. Licenses
3. Fund transfer from the Infrastructure Fund to the 2000 Alley Reconstruction Fund
and authorize closing of the 2000 Alley Reconstruction Fund as of 12/31/00.

After a few specific questions by Councilmember Talbot, Councilmember Lindstrom
moved to approve the consent agenda. The motion passed unanimously.

POLICY AGENDA

Request for approval of the Mayor and City Administrator to negotiate a contract with an
independent contractor to fill Connie Bernardy's position with the MCAD

Mayor Gehrz said due to Ms. Bernardy's recent election to a seat in the State House of
Representatives, she will be resigning her position with Mayor's Commission Against
Drugs effective December 30th. The mayor and city administrator are requesting to
negotiate a contract with an independent contractor to fill the six months left in the grant
period or until June 30, 2001. The contract will be brought before the city council for
review. Councilmember Lindstrom moved to approve this request. The motion passed
unanimously.

Proposal of amendment to the Street Assessment Policy relating to bituminous overlay,
and cold in-place recycling

Administrator Worthington explained that changes need to be made to the city's Street
Assessment Policy in order to update it with regard to the State of Minnesota's
certification of local streets and funding changes in Municipal State Aid.

Page 2
City Council Minutes
November 28, 2000

Administrator Worthington said that the state certified our MSA system in 2000 and with certification, we are allowed to use MSA monies for local street projects. The wording changes to the street assessment policy are recommended by staff upon advice from the Minnesota Department of Transportation. Changes are recommended in the "maintenance/rehabilitation projects" portion of the policy and refer to the use of MSA funds to offset certain project costs, with assessments as needed. After brief discussion, councilmember Hustad made a motion to approve the changes to the Street Assessment Policy. The motion passed unanimously.

ADJOURN

The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Pat Phillips (via videotape)
Deputy Clerk

**Public Hearing
December 4, 2000**

ITEM: Public Hearing on the proposed 2001 budget and associated tax levy

SUBMITTED BY: Heather Worthington, City Administrator

REVIEWED BY: Mayor Gehrz, Councilmembers Hustad, Kuettel, Lindstrom and
Talbot
Roland Olson, Finance Director

EXPLANATION/DESCRIPTION:

Summary: The council is being asked to hold a hearing on the city's proposed 2001 budget and associated tax levy in accordance with state law. The final budget and tax levy will be adopted at the council's December 13, 2000 meeting.

ACTION REQUESTED:

- Introduction and opening of public hearing Mayor Gehrz
- Presentation Heather Worthington, City Administrator
Roland Olson, Finance Director
- Questions and discussion by council
- Questions and discussion from members of the public
- Close public hearing

The presentation and related materials will be distributed at the hearing and will be made available to the public.

CONSENT 1
Meeting Date: 12/4/00

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through 11/29/00, \$40,259.27
2. Payroll, 11/16/00 to 11/30/00, \$8,488.64

ACTION REQUESTED: Approval

APPROVAL OF BILLS
 PERIOD ENDING: _11/29/00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	GREAT WEST LIFE/ANNUITY	12/00 HUSTAD DEFFERD COM	LEGISLAT	75.00
	*** TOTAL	FOR DEPT 11		75.00
	AMERICAN OFFICE PRODUCTS	STAPLER/MARKERS/LABELS	ADMINIST	99.16
	AMERICAN OFFICE PRODUCTS	PAPER	ADMINIST	25.03
39440	US BANCORP	MEETING-LMC INSURANCE	ADMINIST	19.87
39440	US BANCORP	MEETING-ENGINEERS/ALLEYS	ADMINIST	40.29
	INSTY-PRINTS PLUS	LETTERHEAD	ADMINIST	185.89
	NCPERS GROUP LIFE INS	12/00 PHILLIPS	ADMINIST	12.00
39441	U.S. POSTMASTER	STAMPS	ADMINIST	430.00
	*** TOTAL	FOR DEPT 12		812.24
	FBN, INC	COMPUTER PC UPGRADE ISSU	COMMUNIC	382.50
	MCI WORLDCOM RES SVC	LONG DISTANCE CHRGS	COMMUNIC	18.79
	*** TOTAL	FOR DEPT 16		401.29
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	41.77
39439	BUREAU CRIMINAL APPREHEN.	2 BACKGROUND CKS/FIREFIG	FIRE FIG	30.00
	HEALTHPARTNERS MEDICAL GP	FIRE FIGHTER HEALTH TEST	FIRE FIG	159.00
	KINGS TRUE VALUE	CAR WASH/CHAMOIS	FIRE FIG	24.72
	KINGS TRUE VALUE	HOSE NOZZLE	FIRE FIG	4.04
	KINGS TRUE VALUE	PLUNGER	FIRE FIG	6.70
	MN STATE FIRE DEPT. ASSOC	MEMBERSHIP	FIRE FIG	150.00
	MN STATE FIRE CHIEF ASSOC	MEMBERSHIP CLEM/MIKE/AL	FIRE FIG	110.00
	OXYGEN SERVICE COMPANY	AIR AND O2	FIRE FIG	21.97
	*** TOTAL	FOR DEPT 24		548.20
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	18.13
	BOARD OF WATER COMMISSNRS	S.S.	CITY HAL	11.69
	CERTIFIED LABORATORIES	ICE BREAKER PLUS	CITY HAL	311.97
	GRAINGER, W. W., INC.	TOILET PAPER & TOWELS	CITY HAL	188.29
	M-75 BUILDING MAINTENANCE	11/00 CLEANING CITY HALL	CITY HAL	221.41
	*** TOTAL	FOR DEPT 31		751.49
	GOPHER STATE ONE-CALL	LOCATE # 610338	STREETS	1.60
	LINDERS GREENHOUSES	SPRUCE TOPS / WREATH	STREETS	26.30
	*** TOTAL	FOR DEPT 32		27.90
	PRECISION TREE COMPANY	10 DISEASED TREES REMOVD	TREE PRO	2,491.25
	PRECISION TREE COMPANY	2 DISEASED TREES REMOVED	TREE PRO	598.96
	PRECISION TREE COMPANY	TREE TRIMMING/AURORA-GAR	TREE PRO	223.65
	*** TOTAL	FOR DEPT 34		3,313.86
	BOARD OF WATER COMMISSNRS	PARKS H2O	PARK & R	22.50
	BOARD OF WATER COMMISSNRS	S.S.	PARK & R	23.38
	KNOX LUMBER CO.	FLOODLIGHT BULBS/PARK	PARK & R	34.48
	NCPERS GROUP LIFE INS	12/00 MAERTZ	PARK & R	12.00
	ON SITE SANITATION	PORTABLE TOILET COMM PK	PARK & R	70.65
	QWEST	TELE TO 11/22	PARK & R	58.18
	*** TOTAL	FOR DEPT 41		221.19
	E-Z RECYCLING, INC.	11/00 RECYCLING CHRGS	SOLID WA	2,559.40
	*** TOTAL	FOR DEPT 56		2,559.40
	PARTSTOCK COMPUTER SOLUTI	COMPAQ DESKPRO	GENERAL	659.00

APPROVAL OF BILLS
 PERIOD ENDING: _11/29/00

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	PARTSTOCK COMPUTER SOLUTI	MONITOR	GENERAL	200.22
	***	TOTAL FOR DEPT 63		859.22
	GALL'S INCORPORATED	GLAS-MASTER RESCUE TOOL	FIRE & R	172.98
	***	TOTAL FOR DEPT 64		172.98
	HEDBERG AGGREGATES	CAPS FOR PIERS/COMM PARK	PUBLIC W	448.11
	MIDWEST CONCRETE DRIVEWAY	2 PIERS AT COMM PARK	PUBLIC W	1,650.00
	NSP COMPOST & WOOD PROCES	COMM PARK FENCE COMPOST	PUBLIC W	44.73
	PARSONS TRANSPORATION GRP	COMM PK PLANNING/DESIGN	PUBLIC W	4,303.29
	***	TOTAL FOR DEPT 65		6,446.13
39391	BOARD OF WATER COMMISSNRS	FOLEY UTILITY PYMT 19618	SANITARY	62.48
	FRANK CROWLEY	CITYS SHARE SEWER REPAIR	SANITARY	250.00
	***	TOTAL FOR DEPT 75		312.48
	MARGOLIS BROTHERS	PHASE 3-LARP STREETSCAPE	LARPENTE	21,077.00
	PARSONS TRANSPORATION GRP	LARPENTEUR FEB26-OCT 27	LARPENTE	1,150.47
	UNITED RENTALS	RENTAL OF SOIL IMPACTER	LARPENTE	241.93
	***	TOTAL FOR DEPT 82		22,469.40
	BERNARDY, CONNIE LANNERS	PROF SVCS DEC 1-15	MCAD	1,288.49
	***	TOTAL FOR DEPT 84		1,288.49
	***	TOTAL FOR BANK 01		40,259.27
	***	GRAND TOTAL ***		40,259.27

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	11 29 00	6 SUSAN GEHRZ	30615	301.22
COM	11 29 00	11 JOHN HUSTAD	30616	202.05
COM	11 29 00	12 LAURA A. KUETTEL	30617	277.05
COM	11 29 00	13 PETER C. LINDSTROM	30618	277.05
COM	11 29 00	14 RICHARD P. TALBOT JR	30619	277.05
COM	11 29 00	34 CLEMENT KURHAJETZ	30620	276.20
COM	11 29 00	35 LEO LINDIG	30621	64.64
COM	11 29 00	42 MICHAEL D. CLARKIN	30622	94.67
COM	11 29 00	66 ALFRED HERNANDEZ	30623	124.67
COM	11 29 00	74 MARK J. ALLEN	30624	55.41
COM	11 29 00	1007 PATRICIA PHILLIPS	30625	1011.11
COM	11 29 00	1013 WILLIAM MAERTZ	30626	1298.11
COM	11 29 00	1026 JASON CIERNIA	30627	58.18
COM	11 29 00	1033 DAVE TRETSVEN	30628	927.12
COM	11 29 00	1036 KEVIN KELLY	30629	138.52
COM	11 29 00	1102 AUSTIN M. PETERSON	30630	208.41
COM	11 29 00	1103 DIANE MEYER	30631	84.04
COM	11 29 00	1136 ROLAND O. OLSON	30632	969.72
COM	11 29 00	1143 COLIN B. CALLAHAN	30633	253.02
COM	11 29 00	1170 ERIC J BLOMQUIST	30634	27.70
COM	11 29 00	1173 ELIZABETH M. POSTIGO	30635	431.93
COM	11 29 00	1181 LEAH A BICKLER	30636	53.69
COM	11 29 00	1184 MATTHEW W KRIEGLER	30637	38.79
COM	11 29 00	1185 HEATHER M WORTHINGTON	30638	1038.29

COMPUTER CHECKS	8488.64
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

****TOTALS**** 8488.64

Consent 2
12/4/00

ITEM: Consider resolution 00-27 approving a 3% standard compensation increase for regular employees in 2001

SUBMITTED BY: Heather Worthington, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested: The council is being asked to formally approve the 3% salary increase for regular employees with a satisfactory performance for 2000. This increase is budgeted for in the 2001 budget.

ATTACHMENT:

Resolution 00-27

ACTION REQUESTED:

Adoption of resolution 00-27

CITY OF FALCON HEIGHTS

COUNCIL RESOLUTION

No. 00-27

Date: December 4, 2000

RESOLUTION AUTHORIZING COMPENSATION INCREASE FOR REGULAR
EMPLOYEES

WHEREAS, the 2000 budget includes a 3% standard compensation increase for regular employees;

NOW THEREFORE, BE IT RESOLVED that the city administrator is hereby authorized to award a 3% compensation increase for regular employees for the year 2001.

Moved by: _____

Approved by: _____

Mayor
December 4, 2000
Date

Gehrz
Hustad
Lindstrom
Kuettel
Talbot

Attested by: _____

City Administrator
December 4, 2000
Date

___ In favor

___ Against

Consent 3
December 4, 2000

ITEM: Consider canceling the December 27, 2000 meeting in lieu of meetings on December 4 and 13th.

SUBMITTED BY: Heather Worthington, City Administrator

EXPLANATION/DESCRIPTION:

Summary and action requested: The council is being asked to cancel the last meeting in December in lieu of an extra business meeting in conjunction with the Truth in Taxation Hearing on December 4th, and a regular meeting on December 13th.

ACTION REQUESTED:

Cancel the December 27th meeting, and resume the regular schedule of meetings commencing with the first meeting of the New Year on January 10, 2001.

**Consent 4
December 4,-2000**

ITEM: Adopt resolution 00-28 eliminating the 2001 debt levy on general obligation debt

SUBMITTED BY: Heather Worthington, City Administrator

REVIEWED BY: Roland Olson, Finance Director

EXPLANATION/DESCRIPTION:

Summary and action requested: The council is being asked to approve resolution 00-28 agreeing not to levy for the general obligation bonds of 1991, 1993 and 1999A in the amount of \$265,285. The city pays for these funds through its infrastructure fund that it saves to pay for the non-assessed portion of projects.

Goal #4: To provide a responsive and effective city government
Strategy #4: Effectively manage the city's financial resources.

ACTION REQUESTED:

Adoption of resolution 00-28

CITY OF FALCON HEIGHTS

COUNCIL RESOLUTION

No. 00-28

Date: December 4, 2000

A RESOLUTION ELIMINATING THE 2001 DEBT LEVY ON GENERAL OBLIGATION DEBT

WHEREAS, the city council of the city of Falcon Heights has sufficient funds on hand in the Debt Service Funds; and

WHEREAS, this amount is strictly reserved for the debt payment on the General Obligation Improvement Bonds on 1991, General Obligation Improvement Bonds of 1993, and the General Obligation Improvement Bonds of 1999A,

NOW THEREFORE BE IT RESOLVED, by the city council of the City of Falcon Heights that the following be removed from the 2001 tax levy:

G.O. Improvement Bonds 1991	\$24,100.00
G.O. Improvement Bonds 1993	\$112,900.00
G.O. Improvement Bonds 1999A	\$128,285.00
Total Reduction	\$265,285

Moved by: _____

Gehrz
Hustad
Lindstrom
Kuettel
Talbot

Approved by: _____

Mayor
December 4, 2000
Date

Attested by: _____

City Administrator
December 4, 2000
Date

___ In Favor

___ Against

Consent 5
Date: December 4, 2000

ITEM: Appointment of firefighters, and promotion of Barb LeMay to 3rd Fire Captain

SUBMITTED BY: Clem Kurhajetz, Fire Chief

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/DESCRIPTION:

Summary: The Council is being asked to approve the appointment of the following firefighters to the fire department, pending passing the physical and all other requirements:

Robert Baker, Falcon Heights
Paul Zeimet, Roseville

Additionally, the council is being asked to approve the appointment of firefighter Barb LeMay to the position of 3rd Fire Captain.

ACTION REQUESTED:

- Approve the appointment of the firefighters above, pending passing the physical and all other requirements.
- Approve the appointment of firefighter Barb LeMay to 3rd Fire Captain.

ITEM: Consideration of Resolution 00-26, ordering preparation of report on improvement for alleys between Larpenteur Avenue and Crawford Avenue from the east line of Snelling to the west line of North Pascal Avenue, and the alleys surrounding the Hollywood Court neighborhood.

SUBMITTED BY: Heather Worthington, City Administrator

EXPLANATION/DESCRIPTION:

Summary: The council is being asked to approve resolution 00-26, ordering preparation of a report on the possible improvement of the alleys described above. This comes in response to resident concerns about the condition of the alleys, and the possible cost savings on tying this project to the street maintenance and repair project for the Northome neighborhood in 2001 (which is not an assessed project). A feasibility study is the first step in preparing for a public improvement of this type. It permits the engineer to proceed with gathering the necessary information in the field before going ahead with the plans. A feasibility study does not commit the council to the project. Once the study is completed, the city administrator and engineer will meet with property owners along the alleys to discuss the project. The engineer will review the alleys to be reconstructed. The city assessed \$29.00 per linear foot in its last alley project in the Northome neighborhood in 2000. If the city council decides to go forward with the project after the feasibility study and resident meetings, an amendment to the capital budget can be made at that time.

ATTACHMENTS:

- Resolution 00-26
- Letter from H.R. Green regarding above project

ACTION REQUESTED:

Questions and discussion

Approve Resolution 00-29 if council chooses to proceed with project

CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION

No. 00-26
Date:- December 4, 2000

RESOLUTION ORDERING PREPARATION OF
REPORT ON IMPROVEMENT

WHEREAS it is proposed to improve certain alleys listed below by reconstructing them and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429.

1. The alley between Larpenteur Avenue and Crawford Avenue from the east line of Snelling Avenue to the West line of North Pascal Avenue.
2. The alley surrounding Hollywood Court beginning and ending at the west line of Snelling Avenue.

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

That the proposed improvement be referred to Howard R. Green Company, Inc. for study and that they are instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is feasible and as to whether it should best be made as proposed or in connection with some other improvement, and the estimated cost of the improvement as recommended

Adopted by the Council this ___ day of _____, 2000.

Moved by: _____

GEHRZ _____ In Favor
TALBOT
HUSTAD _____ Against
LINDSTROM
KUETTEL

Approved by: _____

Mayor
_____, 2000

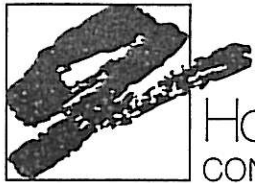
Date

Attested by: _____

City Clerk
_____, 2000

Date

Heather



Howard R. Green Company
CONSULTING ENGINEERS

November 7, 2000
File: 330000M-0325

Ms. Heather Worthington
City of Falcon Heights
2077 Larpenteur Avenue West
Falcon Heights, MN 55113-5551

RE: ALLEY CONSTRUCTION COST ESTIMATES

Dear Ms. Worthington:

As you requested, we have reviewed the condition of the Hollywood Court alleys and Crawford Avenue alleys, and estimated project costs involved in repairing or reconstructing these alleys based on their present condition.

Hollywood Court Alleys

The condition of these alleys is poor as exhibited by the widespread alligator cracking. Based on this observation, we would recommend a full reconstruct of these alleys. The estimated project cost, including overhead, for the Hollywood Court alleys is \$160,000. The alleys in this area really only serve properties on one side. The likely assessable frontage would be about 1,200 feet. At the rate of \$29 per foot, which is the rate charged to residents in the two previous alley reconstruction projects, assessments would total \$34,800, leaving a cost to the City of \$122,200.

Crawford Avenue Alleys

These alleys are located between Larpenteur Avenue and Crawford Avenue beginning at Snelling Avenue and extending to Pascal Avenue. The section from Snelling Avenue to Arona Avenue is in much better condition than the section from Arona Avenue to Pascal Avenue. We recommend a mill and overlay of the first segment and a full reconstruct of the second segment, which has major drainage problems and will require storm sewer to be extended from the east end to facilitate drainage. The cost of the westerly segment to be overlaid would be \$10,500. The cost of the easterly segment to be fully reconstructed would be \$80,000. Assessment of the 1,100 feet in this alley at the \$29 per foot rate would provide \$31,900 of the cost, leaving approximately \$48,100 to be covered by the City.

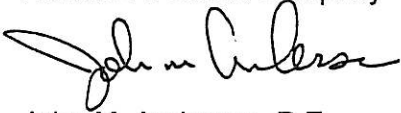
Please note that the cost estimates provided here assume these projects would be combined with the potential Northome Street repair project. If these alley projects were to be bid as separate projects, the cost would be significantly higher.

Ms. Heather Worthington
November 7, 2000
Page Two

If you have any questions, please feel free to give me a call.

Sincerely,

Howard R. Green Company

A handwritten signature in black ink, appearing to read "John M. Anderson". The signature is fluid and cursive, with a large initial "J" and "A".

John M. Anderson, P.E.
Project Engineer

JMA:tw

cc: Terry Maurer, HRG

Proposed Schedule - Northome Street Repairs

Task	Date
Revised assessment policy for council action	11/22/00
Order preparation of Plans & Specs	12/13/00
begin survey work / soil borings	12/18/00
hold informational meeting	1/31/01
council approves plans / authorize bidding project	2/28/01
open bids	3/29/01
council award project	4/11/01
begin construction	May-01
complete construction	Aug-01

Proposed Schedule - Hollywood Court Alley

Task	Date
Council order feasibility study	12/13/00
hold informational meeting	1/10/01
city council receives feasibility study / orders public hearing	1/24/01
public hearing / order plans & specs	2/28/01
begin survey work / soil borings	3/5/01
council approves plans / authorize bidding project	4/25/01
open bids	5/31/01
city council consider bids and orders preparation of assessment roll	6/13/01
assessment hearing and award contract	7/11/01
begin construction	July-01
complete construction	Aug-01

Proposed Schedule - Crawford Avenue Alley

Task	Date
Council order feasibility study	12/13/00
hold informational meeting	1/10/01
city council receives feasibility study / orders public hearing	1/24/01
public hearing / order plans & specs	2/28/01
begin survey work / soil borings	3/5/01
council approves plans / authorize bidding project	4/25/01
open bids	5/31/01
city council consider bids and orders preparation of assessment roll	6/13/01
assessment hearing and award contract	7/11/01
begin construction	July-01
complete construction	Aug-01

**Policy 2
December 4, 2000**

ITEM: Consideration of Resolution 00-29, ordering preparation of plans and specifications for the Northome street improvements

SUBMITTED BY: Heather Worthington, City Administrator

REVIEWED BY: John Anderson, H.R. Green Company

EXPLANATION/DESCRIPTION:

Summary: The council is being asked to approve the attached resolution, ordering preparation of plans and specifications for the Northome street improvements for 2001. This project will cover streets including California, Idaho, and Iowa, and will include curb restoration and repair, some mill and overlay work, as well as some storm sewer repair and maintenance. Minnesota State Aid system funds available for local streets and city funds will finance 100% of the cost of this work.

ATTACHMENTS:

- Resolution 00-29
- Information packet on Northome Streets condition and recommended maintenance

ACTION REQUESTED:

- Discussion
- Approval of Resolution 00-29, ordering preparation of plans and specifications for the Northome street improvements

COUNCIL RESOLUTION

Date: December 4, 2000

**RESOLUTION ORDERING PREPARATION OF
PLANS AND SPECIFICATIONS FOR THE NORTHOME STREET IMPROVEMENTS**

WHEREAS The City Engineer has prepared a preliminary report and the City Council has duly considered the matter of street repairs to the following streets:

1. West California Avenue between the east line of Arona Avenue and the west line of Hamline Avenue.
2. West Idaho Avenue between the east line of Snelling Avenue and the west line of Hamline Avenue.
3. West Iowa Avenue between Curtiss Field Park and the west line of Hamline Avenue.
and;

WHEREAS The City will finance 100% of the construction and overhead costs of the project through Minnesota State Aid System funds available for local streets and city funds, and;

WHEREAS The City Council has determined that the project is necessary and cost effective.

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

1. Howard R. Green Company is hereby designated as the engineer for this improvement and is directed to prepare plans and specifications for the making of such improvements.

Adopted by the Council this fourth day of December, 2000.

Moved by: _____

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

Approved by: _____

Mayor
 _____, 2000
 Date

Attested by: _____

City Clerk
 _____, 2000
 Date

Condition of streets in Northome area, Falcon Heights

1 - W. California Avenue from Arona Avenue to Pascal Avenue (630 ft)

The existing roadway is a bituminous mat with no curb. There are small sections of uneven pavement but overall the driveability is good. The drainage is generally adequate except at the northeast corner of Arona Avenue and California Avenue where water ponds along the north edge of California Avenue. Also due to the lack of curb and gutter to direct the drainage the edges of the pavement are irregular and can trap water.

Mill entire width of street (2000 S.Y). Saw cut the edge of the pavement on both north and south sides. Remove pavement along edge and excavate to place 6 inches of aggregate 5 feet wide. Place B618 type curb along both sides for the entire length of the block (1200 LF). Place 1.5 inches of bituminous base between existing base pavement and curb (14.6 tons). Restore boulevards, topsoil top 4 inches and sod (666 s.y.). pave wear course over entire surface (165 tons).

Estimated Construction Cost \$55,000

2 - W. California Avenue from Pascal Avenue to Albert Street (630 ft)

The existing roadway is a bituminous mat with a B618 type of curb and gutter. There are small sections of uneven pavement but overall the driveability is good. The drainage is generally adequate except at the northeast corner of Pascal Avenue and California Avenue where water ponds along the north edge of California Avenue. The ponded water was about 3/8 of an inch deep and covers about 15 feet along the curb line.

No repairs are proposed for this block.

Estimated construction cost \$ 0

3 - W. California Avenue from Albert Street to Hamline Avenue (630 ft)

The existing roadway is a bituminous mat with a B618 type of curb and gutter. There are small sections of uneven pavement but overall the driveability is good. The drainage is generally poor along the curb line due to curb that has either sunken or heaved. The ponded water was between 3/4 of an inch to 3 inches deep and covers about 425 feet along each the north and south curb lines.

Replace 850 feet of B618 type concrete curb & gutter. Place 12" of class 5 aggregate below curb. Cut and patch 850 feet by 2 feet wide, 3 1/2 inches thick, in two lifts of bituminous wear along the edge of the new curb & gutter, approximately 190 s.y.. Topsoil and sod boulevard area as needed, approximately 190 s.y..

Estimated construction cost \$ 38,000

4 - W. Idaho Avenue from Albert Street to Hamline Avenue (630 ft)

The existing roadway is a bituminous mat with a V6 type of curb. There are sections of curb missing that total to about 230 feet in length. There are larger sections of uneven pavement and an abrupt dip near mid block, overall the driveability is poor. The drainage is generally poor along the curb line due to the lack of concrete gutter to direct the drainage.

Remove 970 feet of V6 type curb. Install 1200 feet B618 type concrete curb and gutter, cut and patch 1200 feet by 2 feet wide, 2 inches thick, of bituminous base along the edge of the new curb & gutter, approximately 270 s.y.. Mill entire street 1 ½" deep, 2,030 s.y. Pave 1 ½ inch course of bituminous wear. Topsoil and sod boulevard area as needed, approximately 1400 s.y..

Estimated construction cost \$ 68,000

5 - W. Idaho Avenue from Pascal Avenue to Albert Avenue (630 ft)

The existing roadway is a bituminous mat with no curb. There are large sections of uneven pavement, overall the driveability is poor. The drainage is generally adequate, no ponded water was observed. Also due to the lack of curb and gutter to direct the drainage the edges of the pavement are irregular and can trap water.

Mill entire width of street (2000 S.Y). Saw cut the edge of the pavement on both north and south sides. Remove pavement along edge and excavate to place 6 inches of aggregate 2.5 feet wide. Place B618 type curb along both sides for the entire length of the block (1200 LF). Place 1.5 inches of bituminous base between existing base pavement and curb (14.6 tons). Restore boulevards, topsoil top 4 inches and sod (666 s.y.). pave wear course over entire surface (165 tons).

Estimated construction cost \$ 54,000

6 - W. Idaho Avenue from Arona Avenue to Pascal Avenue (630 ft)

The existing roadway is a bituminous mat with a B618 type of curb and gutter. There are medium sized sections of uneven pavement overall the driveability is fair. The drainage is generally adequate except at the east end near the intersection with Pascal Avenue where water ponds in the valley gutter along the west edge of Pascal Avenue. The ponded water varies in depth between ¾ of an inch to about 1 ½ inches deep and covers about 65 feet along the curb line and valley gutter.

No repairs are proposed for this block. It is assumed that there is no economical solution to the ponding water problem in the valley gutter. It would be possible to determine the feasibility of solving the ponding problem with survey data.

Estimated construction cost \$ 0

7 - W. Idaho Avenue from the Snelling Ave. frontage road to Arona Avenue (550 ft)

The existing roadway is a bituminous mat with a V6 type of curb. There are medium sized sections of uneven pavement overall the driveability is fair. The drainage is generally fair with 2 locations that pond water from 5 to 15 feet in length and 3/8 of an inch deep. The vertical type curb is heaved or sunk in a number of locations, which makes snow plowing very difficult due to the irregularities

Remove 1100 feet of V6 type curb. Install 1100 feet B618 type concrete curb and gutter, cut and patch 1100 feet by 2 feet wide, 2 inches thick, of bituminous base along the edge of the new curb & gutter, approximately 250 s.y.. Mill entire bituminous surface 1 ½" deep, 2,030 s.y. Pave 1 ½ inch course of bituminous wear. Topsoil and sod boulevard area as needed, approximately 1400 s.y..

Estimated construction cost \$ 67,000

8 - W. Iowa Avenue from the City Park to Arona Avenue (350 ft)

The existing roadway is a bituminous mat with no curb. There are some sections of uneven pavement, overall the driveability is fair. The drainage is generally adequate, no ponded water was observed.

Mill entire width of street (1100 S.Y). Saw cut the edge of the pavement on both north and south sides. Remove pavement along edge and excavate to place 6 inches of aggregate 2.5 feet wide. Place B618 type curb along both sides for the entire length of the block (700 LF). Place 2.0 inches of bituminous base between existing base pavement and curb (17.8 tons). Restore boulevards, topsoil top 4 inches and sod (350 s.y.). pave 1.5 inches of wear course over entire surface (100 tons).

Estimated construction cost \$ 38,000

9 - W. Iowa Avenue from Arona Avenue to Pascal Avenue (630 ft)

The existing roadway is a bituminous mat with B618 type curb and gutter. There are some sections of uneven pavement but overall the driveability is fair. The drainage is generally poor. Water ponds in the gutter in 8 locations covering 10 to 34 feet in length and ranging from ¾ of an inch to 1 3/8 inches in depth. Total there is 155 feet of curb that ponds water due to the curb having either dips or heaves that pond water.

Replace 155 feet of B618 type concrete curb & gutter. Place 12" of class 5 aggregate below curb. Cut and patch 155 feet by 2 feet wide, 3 ½ inches thick, in two lifts of bituminous wear along the edge of the new curb & gutter, approximately 35 s.y.. Topsoil and sod boulevard area as needed, approximately 35 s.y..

Estimated construction cost \$ 10,000

10 - W. Iowa Avenue from Pascal Avenue to Albert Avenue (630 ft)

The existing roadway is a bituminous mat with B618 type curb and gutter. There are minor sections of uneven pavement but overall the driveability is good. The drainage is generally fair. Water ponds in the gutter in 3 locations covering 40 to 83 feet in length and ranging from 1/2 of an inch to 1 inch in depth. Total there is 168 feet of curb that ponds water due to the curb having either dips or heaves that pond water. Additional there is very little crown to the road and water tends to pond in the center of the roadway

Replace 170 feet of B618 type concrete curb & gutter. Place 12" of class 5 aggregate below curb. Cut and patch 170 feet by 2 feet wide, 3 1/2 inches thick, in two lifts of bituminous wear along the edge of the new curb & gutter, approximately 40 s.y.. Topsoil and sod boulevard area as needed, approximately 40 s.y.. Mill and overlay entire length of street, approximately 2,000 s.y.. Milling would taper from 1 1/2 inch deep at curb line to 0 inches at the center line and pave 1 1/2 inch wear across entire width to establish a crown of at least 1 1/2 inches better than existing,

Estimated construction cost \$ 31,000

11 - W. Iowa Avenue from Pascal Albert Avenue to Hamline Avenue (630 ft)

The existing roadway is a bituminous mat with B618 type curb and gutter except the south curblineline near Hamline Avenue which is V6 type curb. There are minor sections of uneven pavement but overall the driveability is good. The drainage is generally fair. Water ponds in the gutter in 5 locations covering 10 to 20 feet in length total there is 70 feet of curb that ponds water due to the curb having either dips or heaves that pond water.

Replace 70 feet of B618 type concrete curb & gutter and 120 feet of V6 type curb. Place 12" of class 5 aggregate below curb. Cut and patch 190 feet by 2 feet wide, 3 1/2 inches thick, in two lifts of bituminous wear along the edge of the new curb & gutter, approximately 45 s.y.. Topsoil and sod boulevard area as needed, approximately 45 s.y..

Estimated construction cost \$ 11,000

12 - W. Hoyt Ave. from E. Snelling Ave. frontage road to Hamline Avenue (2500 ft)

The only repairs recommended in this section are rebuilding four catch basin structures. The structures have concrete cracked or missing around the inlet, which increases the dimension of the opening to the structure and causes safety concerns.

Estimated construction cost \$ 3,500

13 – E. Snelling Ave. frontage road from Idaho Avenue to Hoyt Avenue (650 ft)

The existing roadway is a bituminous mat with a mix of V6 type of curb and no curb. There are some sections of uneven pavement overall the driveability is fair. The drainage is generally good. The vertical type curb is heaved or sunk in a couple of locations.

It would be desirable to replace the V6 type curb with B618 type curb and gutter and add B618 curb and gutter where no curb exists. With the possibility of the area at the southeast corner of Larpenteur and Snelling redeveloping sometime in the future it would make sense to wait and see what development occurs here.

14 – E. Snelling Ave. frontage road from Larpenteur Ave. to Idaho Avenue (600 ft)

The existing roadway is a bituminous mat with a mix of B618 type curb and gutter and V6 type of curb. There are minor sections of uneven pavement overall the driveability is good. The drainage is generally good. The vertical type curb is heaved or sunk in a couple of locations, which makes snow plowing very difficult due to the irregularities.

It would be desirable to replace the V6 type curb with B618 type curb and gutter again with the possibility of this area redeveloping sometime in the future it would make sense to wait and see what development occurs here.

JMA

Jul-00

FALCON HEIGHTS - NORTHOME STREET ANALYSIS

SUMMARY OF PROBABLE CONSTRUCTION COST

	Estimate
SCHEDULE 1.0 - STREET REPAIRS - Block 1 - TOTAL	\$ 55,000.00
SCHEDULE 2.0 - STREET REPAIRS - Block 2 - TOTAL	\$ -
SCHEDULE 3.0 - STREET REPAIRS - Block 3 - TOTAL	\$ 38,000.00
SCHEDULE 4.0 - STREET REPAIRS - Block 4 - TOTAL	\$ 68,000.00
SCHEDULE 5.0 - STREET REPAIRS - Block 5 - TOTAL	\$ 54,000.00
SCHEDULE 6.0 - STREET REPAIRS - Block 6 - TOTAL	\$ -
SCHEDULE 7.0 - STREET REPAIRS - Block 7 - TOTAL	\$ 67,000.00
SCHEDULE 8.0 - STREET REPAIRS - Block 8 - TOTAL	\$ 38,000.00
SCHEDULE 9.0 - STREET REPAIRS - Block 9 - TOTAL	\$ 10,000.00
SCHEDULE 10.0 - STREET REPAIRS - Block 10 - TOTAL	\$ 31,000.00
SCHEDULE 11.0 - STREET REPAIRS - Block 11 - TOTAL	\$ 11,000.00
SCHEDULE 12.0 - STREET REPAIRS - Block 12 - TOTAL	\$ 3,500.00
Subtotal	\$ 375,500.00
overhead (28%)	\$ 105,140.00
Project cost	\$ 480,640.00

FALCON HEIGHTS - NORTHOME STREET ANALYSIS

ESTIMATE OF FUNDING SOURCES

Assessments	\$0	0%
State Aid Funding (2001)	\$360,000	75%
State Aid Funding (2002)	\$55,000	11%
Local Funds	\$65,600	14%
Total Funds	\$480,600	100%

**Policy 3
December 4, 2000**

ITEM DESCRIPTION: Hiring of a permanent, part-time Recreation Coordinator

SUBMITTED BY: Heather Worthington, City Administrator

REVIEWED BY: Roger Knutson, City Attorney

EXPLANATION/DESCRIPTION:

Summary: The council is being asked to approve the hiring of Austin Peterson as the city's part-time recreation coordinator with a work starting date of April 1, 2001. The position is a part-time regular position at 15 to 20% time a year. The position pays \$14.00 per hour. A part-time regular position (rather than a temporary position) puts the employee in the city's step program, which provides for a 5% pay increase after the first six months, if performance standards are met. This position is also subject to a six-month probationary period. It also provides pro-rated vacation and sick leave benefits and demonstrates the city's commitment to him as an employee. Austin will report directly to Bill Maertz, Director of Parks and Public Works.

Austin is currently working as a permanent part-time Public Works employee, and has demonstrated a great deal of skill in organizing, hiring, both the skating and soccer programs, which drew a record number of children in 2000. He devised and coordinated the skating schedules for the past three years, and hired and supervised the rink attendants. Austin has become a valuable member of our city staff, and is a hard worker. He is currently enrolled in the University of Minnesota's Public Parks and Recreation Program, and plans on graduating in Fall of 2001. In the off-season, Austin will continue his work in the Public Works Department.

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

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

ATTACHMENTS: Austin Peterson's resume

ACTION REQUESTED:

- Discussion
- Motion to approve the permanent, part-time hiring of Austin Peterson as the city's recreation coordinator

Austin M. Peterson

1697 N Fry St. #15

Falcon Heights, MN 55113

Home (651) 644-0986

Work (651) 644-5050

Objective: A part-time recreation supervisor position.

Experience:

Dec. 1994 -

Present

City of Falcon Heights

Ice Rink Superintendent

- Interviewing and hiring of rink employees
- Training incoming rink employees
- Scheduling and supervising of rink employees and facilities
- Creation and maintenance of ice hockey and pleasure rinks

Parks & Public Works

- Improvement and maintenance of city park facilities
- Maintenance of city property

Jun. 1995 -

Jul. 1995

City of Roseville

Tennis instructor

- Designed tennis curriculum for summer recreation program
- Instructed and supervised children ages 9-12
- Instructed adult beginner classes
- Conducted private adult lessons

Jan. 1999 -

Oct. 1999

Minnesota Department of Corrections

Correctional Officer

- Supervision of inmates in various security levels and capacities
- Responsible for security and safety of fellow staff
- Responsible for preparation and distribution of incident reports

Education:

University of Minnesota, Twin Cities Campus

Bachelor of Science, to graduate spring 2002

Major: Parks, Recreation and Leisure Studies

Century College, White Bear Lake, MN

Associate of Arts Degree, graduated summer 2000

Skills:

Coaching, CPR & first aid, blood borne pathogen training, Windows 95 & 98, customer service, Verbal Judo, verbal and written communication skills

Activities &

Awards:

College varsity tennis team, letter winner, Member United States Tennis Association, intramural hockey, graduate MN department of corrections training academy, volunteer MRPA