

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

AGENDA
October 23, 2002

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL: GEHRZ ___ KUETTEL ___ LAMB ___
 LINDSTROM ___ TALBOT ___
 WORTHINGTON ___ PHILLIPS ___
 ATTORNEY ___ ENGINEER ___
- C. COMMUNITY FORUM:
- D. APPROVAL OF MINUTES: October 9, 2002
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
 - 1. General disbursements through October 18, 2002, \$106,987.99
 Payroll, 10/1/02 to 10/15/02, \$10,130.06
 - 2. Licenses
 - 3. Appointment of firefighters
- G. POLICY AGENDA:
 - 1. 2002 Report on the Falcon Heights Urban Forestry Program
 - 2. Update on 2002 Elections
 - 3. Update on the University of Minnesota/Minnesota Vikings Stadium
 - 4. Update on the Neighborhood Commission Training Plan
- H. REPORTS FROM COUNCILMEMBERS:
- I. INFORMATION AND ANNOUNCEMENTS:
- J. ADJOURN

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- D. APPROVAL OF MINUTES: October 9, 2002 **(Tab #1)**
- E. PUBLIC HEARING: None
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 - 1. General disbursements through October 18, 2002, \$106,987.99
 Payroll, 10/1/02 to 10/15/02, \$10,130.06 **(Tab #2)**
 - 2. Licenses **(Tab #3)**
 - 3. Appointment of firefighters **(Tab #4)**
- G. POLICY AGENDA:
 - 1. 2002 Report on the Falcon Heights Urban Forestry Program **(Tab #5)**
 - 2. Update on 2002 Elections **(Tab #6)**
 - 3. Update on the University of Minnesota/Minnesota Vikings Stadium **(Tab #7)**
 - 4. Update on the Neighborhood Commission Training Plan **(Tab #8)**
- H. REPORTS FROM COUNCILMEMBERS:
- I. INFORMATION AND ANNOUNCEMENTS:
- J. ADJOURN

City of Falcon Heights
City Council Minutes
October 9, 2002

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

PRESENT: Gehrz, Kuettel, Lamb, Lindstrom, Talbot. Also present: City Administrator, Heather Worthington, Deputy Clerk, Pat Phillips

COMMUNITY FORUM: There was no one wishing to speak before the council.

MINUTES: The minutes of September 25, 2002 were approved as written.

CONSENT

Councilmember Kuettel moved approval of the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll
2. Licenses
3. Consideration of 2003 SCORE contract and adoption of Resolution 02-19

POLICY

Authorize the replacement of the rooftop heating and air conditioning unit that serves the fire department

Administrator Worthington said the present heating and air conditioning unit that serves the fire station is over twenty years old. It was budgeted for replacement in 2003 but a fall service check revealed a rusted heat exchanger. Staff recommends replacing this unit now to assure safe and uninterrupted heat to the fire station. Worthington said the cost will be covered by capital funds for building maintenance. Councilmember Talbot moved to approve the replacement of the heating/air conditioning unit serving the fire station. The motion passed unanimously.

Request for public hearing on lot coverage amendments

Councilmember Lindstrom said the Planning Commission has been reviewing this issue for several months and has reviewed the ordinance amendment with regard to lot coverage. Because there was not a quorum at the commission's September 24th meeting, they could not vote on calling for a public hearing at the October meeting. Staff is requesting that the city council call for a public hearing before the Planning Commission on October 22, 2002, at 7:00 p.m. The Planning Commission's recommendation will come back to the city council for final approval. Councilmember Lindstrom made a motion to call for a Public Hearing before the Planning Commission. The motion passed unanimously.

INFORMATION AND ANNOUNCEMENTS

Councilmember Kuettel said a Ramsey County Homeland Security Committee meeting was recently held and attended by representatives of many municipalities. Falcon Heights was very well represented and Kuettel felt the meeting was most worthwhile.

Councilmember Lindstrom had a question about organized collection and wondered how Ramsey County's decision not to pursue organized collection would affect cities who had begun to discuss the issue for their particular municipality. Councilmember Kuettel and Administrator Worthington said each city can still decide on their own whether they wish to pursue this topic and Falcon Heights' Solid Waste Commission will most likely be discussing it in the near future.

Councilmember Talbot attended a Neighborhood Liaison meeting on October 8 and said there is a need for more people to volunteer to be the liaison for their block. Talbot thanked the mayor for her early effort and the commission for their continuing effort in getting this very worthwhile commission up and running. Talbot said other cities can use Falcon Heights' materials as a template for getting organized in their community.

Talbot said the Roseville Rotary Club awarded the Paul Harris Fellow Award to Pat Phillips (that's me!) at their recent meeting. The award was given for exemplary service to the city and a gift of \$1,000 in her name will be given to a worthy cause that will be selected by the Rotarians.

Mayor Gehrz mentioned that with regard to the Neighborhood Liaison Commission, the handbooks they have been working on are now available on line.

Gehrz said she, Administrator Worthington and developer George Sherman met with Met Council's Advisory Committee for the Livable Communities Demonstration Account regarding the possibility of being awarded funding for the SE corner development project. Gehrz said they were turned down last year but this year, out of 47 projects submitted from the metro area, in the preliminary first round ratings, Falcon Heights' re-development was selected as No. 1. A final decision will be made at the end of the year by Met Council and Gehrz said they hope to stay on top of getting \$1,000,000 in funding. Administrator Worthington said the last piece of funding is through the Minnesota Housing Finance Administration for some tax credits.

Gehrz said her term as President of the Minnesota Mayors Association ended as of the end of September. Gehrz will remain on the board for another year as past president and said her term as president had been a great experience.

Page 3
Council Minutes
October 9, 2002

Administrator Worthington said the Kids Voting project is still in need of volunteers from 3 pm to 8 pm or any block of time between those hours. The project is designed to teach kids the fundamentals of government and interested persons may call Worthington at 651-644-5050 for more information.

ADJOURN

The meeting adjourned at 7:30 p.m.

Respectfully submitted,

Pat Phillips
Deputy Clerk

CONSENT 1
Meeting Date: 10/23/02

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, Finance Director

EXPLANATION/SUMMARY:

1. General disbursements through October 18, 2002, \$106,987.99
2. Payroll, 10/1/02 to 10/15/02, \$10,130.06

ACTION REQUESTED: Approval

APPROVAL OF BILLS
 PERIOD ENDING: _10-18-02

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	RAMSEY COUNTY PROP/RECORD	SPEC ASSMT ADMIN CHR	-----	354.90
	*** TOTAL FOR DEPT 00			354.90
	US BANCORP	COUNCIL WORKSHOP FOOD	LEGISLAT	52.39
	*** TOTAL FOR DEPT 11			52.39
	AMERICAN OFFICE PRODUCTS	ENVELOPES	ADMINIST	52.30
	US BANCORP	STAFF LUNCH MEETING	ADMINIST	22.26
	ICMA RETIREMENT TRUST 457	OCT/02 WORTHINGTON	ADMINIST	200.00
	ICMA RETIREMENT TRUST 457	OCT/02 PHILLIPS	ADMINIST	100.00
	MIDWEST FENCE & MFG. COMP	PERMIT REFUND	ADMINIST	24.00
	MINNEAPOLIS PAPER COMPANY	COPY PAPER	ADMINIST	185.25
41660	PERA	OCT 1-15 PERA	ADMINIST	1,300.38
	PIONEER PRESS	SUBSCRIPTION	ADMINIST	104.00
	RAMSEY COUNTY	OCT/02 INS PREMIUMS	ADMINIST	3,232.21
	UNITED WAY	PHILLIPS 3RD QTR	ADMINIST	36.00
	UNITED WAY	WORTHINGTON 3RD QTR	ADMINIST	30.00
	UNITED WAY	PHILLIPS 4TH QTR	ADMINIST	36.00
	UNITED WAY	WORTHINGTON 4TH QTR	ADMINIST	30.00
	COORDINATED BUS. SYSTEMS,	4TH QTR COPIER MAINT	ADMINIST	370.00
	*** TOTAL FOR DEPT 12			5,722.40
	CAMPBELL KNUTSON	SEPT/02 LEGAL FEES	LEGAL	1,806.55
	*** TOTAL FOR DEPT 14			1,806.55
	PHILLIPS, PATRICIA	MILEGE FOR NEWSLETTER	COMMUNIC	4.69
	QWEST	TELEPHONE	COMMUNIC	600.85
	*** TOTAL FOR DEPT 16			605.54
	CASTLE INSPECTION SVC	3RD QTR PLUMBING INSPECT	PLANNING	150.60
	CASTLE INSPECTION SVC	3RD QTR PLAN REVIEW FEES	PLANNING	2,476.76
	CASTLE INSPECTION SVC	3RD QTR BLDG INSPCTIONS	PLANNING	8,306.98
	*** TOTAL FOR DEPT 17			10,934.34
	US BANCORP	NEIGHBORHOOD COMMISSION	EMERGENC	138.42
	MINNCOMM	PAGER RENT	EMERGENC	32.20
	*** TOTAL FOR DEPT 21			170.62
	ST ANTHONY VILLAGE	NOV/02 POLICE SVCS	POLICE	35,418.92
	*** TOTAL FOR DEPT 22			35,418.92
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	43.88
	FIRE EQUIPMENT SPECIALTIE	BATTERIES	FIRE FIG	234.00
	GLENWOOD INGLEWOOD	H2O AND COOLER RENTAL	FIRE FIG	37.80
	HOLTZ,DAVID	PRINTER CARTRIDGES	FIRE FIG	169.10
	OXYGEN SERVICE COMPANY	AIR AND O2	FIRE FIG	35.00
	QWEST	TELEPHONE	FIRE FIG	162.89
	*** TOTAL FOR DEPT 24			682.67
	BROWNING-FERRIS IND.	OCT/02 WASTE REMOVAL	CITY HAL	280.59
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	18.30
	BOARD OF WATER COMMISSNRS	S.S.	CITY HAL	11.69
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	57.12

APPROVAL OF BILLS
 PERIOD ENDING: _10-18-02

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	GLENWOOD INGLEWOOD	COOLER RENTAL	CITY HAL	9.00
	GLENWOOD INGLEWOOD	H2O	CITY HAL	28.80
	OXYGEN SERVICE COMPANY	TANK RENTAL PUBLIC WORKS	CITY HAL	10.91
	PHILLIPS, PATRICIA	KITCHEN SUPPLIES	CITY HAL	33.87
	*** TOTAL FOR DEPT 31			450.28
	ONE CALL CONCEPTS, INC	LOCATES FOR TREE PLANTNG	STREETS	34.10
	GRAINGER, W. W., INC.	STREET LITE BULBS	STREETS	121.66
	*** TOTAL FOR DEPT 32			155.76
	HOWARD GREEN COMPANYC.	GEN SVCS	ENGINEER	599.75
	*** TOTAL FOR DEPT 33			599.75
	GERTENS	TREE PLANTING IN CITY	TREE PRO	4,213.14
	ANITA TWAROSKI	MILEAGE	TREE PRO	24.09
	*** TOTAL FOR DEPT 34			4,237.23
	BOARD OF WATER COMMISSNRS S.S.		PARK & R	23.38
	ICMA RETIREMENT TRUST 457	OCT/02 TRETSVEN	PARK & R	100.00
	ICMA RETIREMENT TRUST 457	OCT/02 MAERTZ	PARK & R	100.00
	INDEPENDENT SCHOOL 623	GYN RENTALS FOR WTR	PARK & R	699.00
	*** TOTAL FOR DEPT 41			922.38
	US BANCORP	CITY WIDE AD/GARAGE SALE	SOLID WA	20.00
	US BANCORP	AD FOR CITY GARAGE SALE	SOLID WA	6.39
	E-Z RECYCLING, INC.	OCT/02 RECYLCING	SOLID WA	2,559.40
	*** TOTAL FOR DEPT 56			2,585.79
	RAMSEY COUNTY PROP/RECORD	SPEC ASSMT ADMIN CHRG	93 IMPRO	109.20
	*** TOTAL FOR DEPT 57			109.20
	FIRE EQUIPMENT SPECIALTIE	2 PAIR FIRE BOOTS	FIRE & R	167.32
	FIRE EQUIPMENT SPECIALTIE	FIRE BOOTS	FIRE & R	131.64
	*** TOTAL FOR DEPT 64			298.96
	HOWARD GREEN COMPANYC.	2002 SEAL COATING/CRACK	INFRASTR	25.63
	MIDWEST CONCRETE DRIVEWAY	SIDE WALK REPAIR	INFRASTR	250.00
	MIDWEST CONCRETE DRIVEWAY	2002 SIDEWALK PROJECT	INFRASTR	10,075.00
	RAMSEY COUNTY PROP/RECORD	SPEC ASSMT ADMIN CHRG	INFRASTR	445.90
	RAMSEY CTY PUBLIC WORKS	CENTER STRIPPING NE STRE	INFRASTR	281.66
	*** TOTAL FOR DEPT 71			11,078.19
	BOYER FORD TRUCKS, INC.	JETTER REPAIRS	SANITARY	802.62
	METROPOLITAN COUNCIL	NOV/02 S.S.	SANITARY	25,526.60
	QWEST	AUTO DIALER PUMP STATION	SANITARY	58.74
	*** TOTAL FOR DEPT 75			26,387.96
	EHLERS AND ASSOCIATES	SNELLING LARP EXPS	COMM. DE	1,987.50
	*** TOTAL FOR DEPT 79			1,987.50
41659	CAROLE L. SMITH	OCT 1-15 PROF SVCS	MCAD	1,213.33
	CAROLE L. SMITH	OCT 16-31 PROF SVCS	MCAD	1,213.33
	*** TOTAL FOR DEPT 84			2,426.66
	*** TOTAL FOR BANK 01			106,987.99
	*** GRAND TOTAL ***			106,987.99



U.S. BANCORP CARD SERVICES, INC.
 PO BOX 6343
 FARGO, ND 58125-6343

N06350

U.S. Bank Visa® Business Platinum Card
 Issued by U.S. Bank National Association ND

Account Number: 4251 2400 0599 8794
 Statement date: Oct. 07, 2002
 New balance: \$81.04
 Minimum payment due: \$10.00
 Payment must be received: Oct. 27, 2002

Amount Enclosed \$

81.04

Please detach and return this coupon with your check payable to:

HEATHER WORTHINGTON
 CITY OF FALCON HEIGHTS
 2077 W LARPENTEUR AVE
 FALCON HEIGHTS MN 55113-5551

U.S. BANK
 P.O. BOX 790429
 ST. LOUIS, MO 63179-0429

4251240005998794 000008104 000001000

Please tear payment coupon at perforation.

U.S. Bank Visa® Business Platinum Card
 Issued by U.S. Bank National Association ND

New Balance Summary

Previous balance		\$1.44 CR
Payments & credits	-	\$0.00
New purchases & advances	+	\$82.48
Finance charges	+	\$0.00
Cash advance fees	+	\$0.00
Other fees	+	\$0.00
New Balance		\$81.04

Credit Available

Credit limit	\$5,000.00
New balance	- \$81.04
Credit available	\$4,918.96

Account & Payment Information

Customer name:	HEATHER WORTHINGTON
Company name:	CITY OF FALCON HEIGHTS
Account number:	4251 2400 0599 8794
Statement date:	Oct 07, 2002
Minimum payment due:	\$10.00
Payment must be received:	Oct. 27, 2002
Amount and Date Paid:	

Your Resources for Help

24 Hour Customer Service	1-800-344-5696
Text telephone (TTY)	1-800-585-5035

Transactions

Post Date	Tran Date	Reference Number	Transaction Description	Amount
Purchases				
Sep 09	Sep 06	24717052251642514172667	GABE'S BY THE PARK STPAUL MN <i>lunch w/ staff</i>	\$23.70
Sep 26	Sep 25	24625732208463403470222	HERMES FLORAL & GREENH 651-646-7135 MN <i>garage sale</i>	\$6.39
Oct 04	Oct 02	24455012215227E78483332	RAINBOW FOODS #26 ROSEVILLE MN <i>council dinner</i>	\$52.39
Total Purchases				\$82.48

Finance Charge Summary

	Average Daily Balance	Variable Monthly Periodic Rate	Corresponding APR	Interest Charges
PURCHASES	\$0	1.0125%	12.15%	\$0.00
ADVANCES	\$0	1.2625%	15.15%	\$0.00
Total APR the Cycle: 0.00%				

*Ok to pay
 HW 10/14/02*

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	10 14 02	34 CLEMENT KURHAJETZ	32236	75.50
COM	10 14 02	35 LEO LINDIG	32237	21.01
COM	10 14 02	40 KEVIN ANDERSON	32238	6.47
COM	10 14 02	42 MICHAEL D CLARKIN	32239	88.62
COM	10 14 02	66 ALFRED HERNANDEZ	32240	22.62
COM	10 14 02	74 MARK J ALLEN	32241	42.42
COM	10 14 02	81 LAUREL F SANDBERG	32242	37.98
COM	10 14 02	82 DUSTIN P THUNE	32243	6.47
COM	10 14 02	85 DANIEL S JOHNSON-POWERS	32244	35.65
COM	10 14 02	86 GREGORY R YOUNGS JR	32245	6.47
COM	10 14 02	87 MICHAEL A MCKAY	32246	76.36
COM	10 14 02	90 ANDREW P SCHIPPEL	32247	161.50
COM	10 14 02	91 RICHARD H HINRICHS	32248	391.25
COM	10 14 02	94 CALEB H SORENSON	32249	19.40
COM	10 14 02	95 MICHAEL J POESCHL	32250	37.58
COM	10 14 02	96 DAVID R HOLTZ	32251	201.60
COM	10 14 02	97 PATRICK GAFFNEY	32252	78.78
COM	10 14 02	1003 HEATHER WORTHINGTON	32222	1395.72
COM	10 14 02	1007 PATRICIA PHILLIPS	32223	1033.88
COM	10 14 02	1013 WILLIAM MAERTZ	32224	1514.77
COM	10 14 02	1033 DAVE TRETSEVEN	32225	1090.52
COM	10 14 02	1038 DEBORAH K JONES	32226	949.93
COM	10 14 02	1040 JEROLD A. MALEITZKE	32227	147.76
COM	10 14 02	1089 KATHLEEN A CIERNIA	32228	282.99
COM	10 14 02	1103 DIANE MEYER	32229	94.35
COM	10 14 02	1136 ROLAND O OLSON	32230	1272.04
COM	10 14 02	1143 COLIN B CALLAHAN	32231	410.52
COM	10 14 02	1144 ANITA TWAROSKI	32232	244.19
COM	10 14 02	1173 ELIZABETH M POSTIGO	32233	383.71
		COMPUTER CHECKS		10130.06
		MANUAL CHECKS		.00
		NOTICES OF DEPOSIT		.00
		****TOTALS****		10130.06

CONSENT 2
Meeting Date: 10/23/02

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

THERAPEUTIC MASSAGE

Tara Lynn Juaire Lic. #02-611
Employed part time by Hair Designs Unlimited

MECHANICAL CONTRACTOR

White Bear Mechanical, Inc. Lic. #02-735
White Bear Twp.

Horwitz, Inc. Lic. #02-736
Brooklyn Park

GENERAL CONTRACTOR

E. L. Bulach Construction Co., Inc. Lic. #02-1014
Inver Grove Heights

ACTION REQUESTED: Approval

CONSENT 3
Meeting Date: 10/23/02

ITEM DESCRIPTION: Appointment of two firefighters

SUBMITTED BY: Clem Kurhajetz, Fire Chief

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

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

Alex Haigh
Robert Watson

Both applicants have been interviewed, have passed their background check, and have been invited to join the fire department. The next step is for the city council to approve their appointment.

ACTION REQUESTED: Approve the appointment of Alex Haigh and Robert Watson, pending passing the physical and all other requirements

Policy 1
10/23/02

ITEM: 2002 Report on the Falcon Heights Urban Forestry Program

SUBMITTED BY: Bill Maertz, Director of Parks and Public Works

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION:

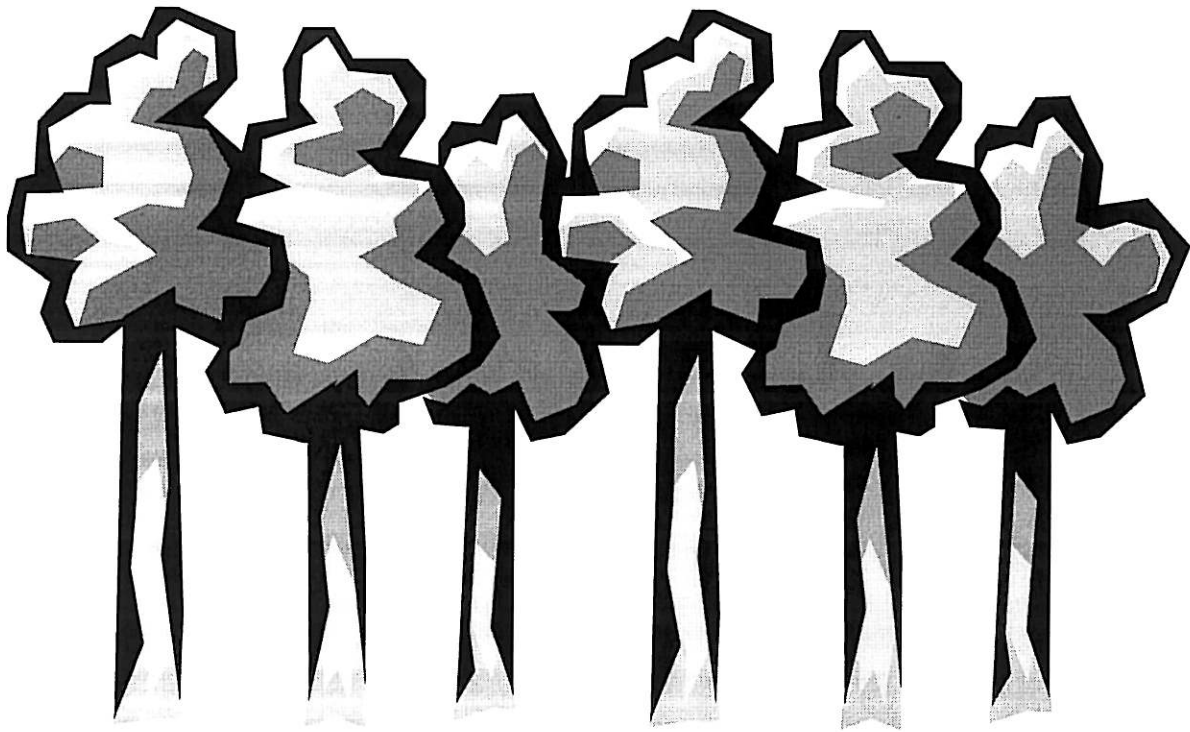
Summary: The City Forester, Anita Twaroski, prepared the 2002 Falcon Heights Urban Forestry Program year-end report in late September. Anita is a part-time, seasonal employee who manages our tree program, and oversees tree inspections, removals and planting of new trees. She works from late-spring to early fall typically. She is supervised by Bill Maertz, and assisted by our Public Works Department.

Bill Maertz will present the year-end report and be available to answer questions the council may have.

ACTION REQUESTED:

Presentation
Discussion

**City of Falcon Heights
2002 Urban Forestry Program**



2002 Urban Forestry Program Year End Report

Introduction

The City of Falcon Heights has a long tradition in maintaining an urban forest. One method of doing this is through providing access to a person who can address forestry issues, whether it is a consulting forester or a city forester. In addition, the City of Falcon Heights has been willing to replant and maintain trees on public property. Cost effective public investment in boulevard trees adds value to neighborhoods.

The main emphasis of the forestry program is Forestry Extension/Public Assistance and Tree Disease Management. The following report highlights the forestry program activities for the year 2002. This report also identifies recommendations to further the program.

Forestry Extension/Public Assistance

The City Forester responded to over 110 inquiries, mostly from Falcon Heights' residents requesting information and advice. The majority of the calls, almost 2 to 1, were calls concerning trees on public property. The calls about trees on private property were calls in which residents were concerned about their neighbor's tree. Other questions and concerns ranged from branches hanging and trimming to tree diseases, as well as planting a boulevard tree.

Tree Disease Management

The emphasis of the tree disease management portion of the forestry program is to survey for diseased, dying or hazardous trees on public or private property.

As part of this program, trees may require removal or trimming. The City contracts with a private tree removal company to complete this work. This year the contract was awarded to Precision Landscape and Tree (Precision) from Little Canada, MN.

Dutch Elm Disease: There was a significant increase in the incidence of DED this year for the City of Falcon Heights, as well as other communities in the Metro Area. Last year only three elms (on private property) were identified with DED whereas this year 30 trees were identified as having DED. Eight trees were on private property and 22 were on public property.

Precision removed 37 trees, ranging from 39" diameter to 5" diameter on public property. Twenty-two of the 37 trees removed were elms with Dutch Elm Disease (DED). The remaining 15 trees were considered dead and/or hazardous. Eight were maple trees that were originally planted too deep and started to die, probably due to stem girdling. In addition, the City Forester identified eight situations in which limbs and/or broken branches needed to be trimmed, also on public property.

The budget for tree removal was \$4,000. Approximately \$8,959.01 was spent on total removal of trees and miscellaneous work.

Eight letters were sent to private property owners requesting that the diseased elm trees on their property be removed within 20 days as required by state law. All property owners were cooperative and removed the trees in a timely manner.

Arona and Iowa Maples: Approximately eight to ten years ago, maple trees were planted in the Northhome and Northeast neighborhoods. In the past few years some of these same trees have started to decline. This has become a concern since most urban trees should live at least 40 years. Several questions need to be addressed: Is this an epidemic situation? Removal will be required as well as replanting, what will the cost be?

In fact, upon closer investigation, the trees appear to be rotting from the inside. It also appears that the trees were planted too deep. As a result, the roots may be girdling the stem, or trunk causing the tree to die slowly. The trees will need to be removed and are identified/marked for removal next year.

Forestry Initiatives

Oak Wilt: It was learned this year that oak wilt has been identified in St. Anthony Park neighborhood. This neighborhood is adjacent to the Grove. The Grove has a large number of oak trees, mostly private.

Recommendation: The City should provide more information to the residents of the Grove in an effort to combat this disease.

Street Tree Master Plan: A Street Tree Master Plan is an official city approved plan that identifies the tree species that should be planted on each street. This is done so as to ensure diversity of the tree species planted and to prevent epidemic losses. In addition, some uniformity of species per street keeps the maintenance costs down.

Recommendation: The City Forester should continue to develop the street tree master plan.

Tree Planting: This year 22 trees were planted on the residential boulevard throughout the city, as well as 5 Japanese Lilacs on the Cleveland Avenue median. The planting locations were based on where a tree was lost this past year, and if a homeowner requested a tree to replace the lost tree. The vendor for this project was Gerten's in Inver Grove Heights, MN. They were very helpful and accommodating to our needs. The tree planting budget was set at \$2,000 for this year. However, due to the unexpected increase in loss of trees, more trees were required to replace those lost to disease or other ailments. Hence, an increase in cost of planting to approximately \$3,500.

Recommendation: The City should increase the tree planting budget to accommodate the increased loss of trees that were planted too deep, as well as others that will be removed next year.

Tree Inventory: During the spring of 2002, a group of volunteer students from Roseville Area High School began a tree inventory. They measured the size of the trees and identified their location.

Recommendation: The City Forester needs to identify the tree species and enter the information into a specialized computer program for tree inventory, which also needs to be purchased.

Buckthorn Education: The Grove neighborhood is trying to inform the residents of the hazards of buckthorn. Buckthorn is a non-native species that is extremely invasive to the detriment of native species.

Recommendation: The City staff can assist in informing the public via websites and newsletters.

Tree City USA: Tree City USA, sponsored by The National Arbor Day Foundation in cooperation with the USDA Forest Service and the National Association of State Foresters, provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs in thousands of towns and cities that more than 93 million Americans call home.

Recommendation: Continue with efforts to maintain Tree City USA status.

Trimming: As the urban forest continues to mature, maintenance is extremely important. Part of a maintenance program includes trimming. The city has always scheduled the trimming of the public trees on a five-year cycle.

As the trees continue to grow, maintenance costs will also grow. This year \$10,300 was budgeted for trimming. The actual cost was \$12,500. Two quotes were submitted: Rainbow for \$17,000 and Precision for \$12,500. The lower quote was accepted.

Recommendation: Increase the budget for trimming in order to continue the cyclic trimming program.

Conclusions

Trees are a sound public investment and add value to the city in a relatively inexpensive way. Continued maintenance protects this investment.

Policy 2
10/23/02

ITEM: Update on 2002 Elections

SUBMITTED BY: Kathy Ciernia, Elections Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION:

Summary: The 2002 Elections are just around the corner and Kathy Ciernia, our Elections Coordinator, will be on hand to give a presentation on the new voting machines, discuss voter turnout in the primary, and answer questions from the Council.

ACTION REQUESTED:

Presentation
Discussion

ITEM: Update on the University of Minnesota/Minnesota Vikings Stadium proposal

SUBMITTED BY: Mayor Sue Gehrz

REVIEWED BY: Robert Lamb, Councilmember
Heather Worthington, City Administrator

EXPLANATION:

Summary: The University of Minnesota is exploring the possibility of constructing a joint stadium on the Minneapolis Campus for both the Vikings and the Gophers football teams to utilize. This stadium would be constructed across the street from the Mariucci Arena where the Hockey Gophers play.

Mayor Gehrz will give an update on the last meeting held on October 15th.

ACTION REQUESTED:

Update from Mayor Gehrz
Discussion

Policy 4
10/23/02

ITEM: Update on the Neighborhood Commission Training Plan

SUBMITTED BY: Mayor Sue Gehrz

EXPLANATION:

Summary: The Neighborhood Commission has held two training events for neighborhood liaisons, and is exploring the possibility of further training in a variety of areas, such as CPR, basic first aid, and traffic control. Mayor Gehrz will give an update on their activities.

ACTION REQUESTED:

Update from Mayor Gehrz
Discussion