

* TT
Vince

ADMINISTRATIVE UPDATE

May 24, 1989

40th Birthday Celebration

The celebration was a huge success! A big thank you to Pat Bush and the other committee members for all their efforts. (Even the weather cooperated)

Tree Planting and Trimming

Boulevard trees are still being replaced and therapeutically trimmed.

Business Breakfast

Approximately 15 people participated in the business breakfast meeting last week.

Park Clean Up

* replace basketball hoops

Public Works staff have been busy mowing and getting the parks in shape for summer.

Tatum Street Sod

Only one bid was received for the project and it was much higher than we had anticipated. Apparently sod is at a premium due to last year's drought and the companies are all very busy. We are considering alternatives to this situation.

Recycling

At a meeting conducted today by Ramsey County Environmental Health, we were informed that the County will be unable to keep the promise of uninterrupted service through July 31st. Apparently the options they considered viable were either financially or legally impossible.

Several haulers have indicated an interest in servicing Falcon Heights; however, issuing RFP's and negotiating with haulers will take time and will cause an interruption of service. At this time, the Commission is still planning to issue RFP's.

At 4:30 P.M. today we received a letter from RECOMP, Inc. stating they are purchasing Supercycle and would like to contract with Falcon Heights for service. If true, this would seem appealing as it would assure no halt in our pickup. Attached is a copy of the RECOMP proposal.

Park
Info
Wed. 31st - 7:00

RECOMP

05-24-89

Ms. Shirley Chenoweth
Recycling Coordinator
2077 West Larpenter
Falcon Heights, MN 55113

RECOMP, Inc. is purchasing Super Cycle. Ramsey County has agreed to negotiate a 5 year lease of the processing facility on Rice St. We are anxious to meet with you personally within the next few days to discuss specific questions and concerns you have so your collection service provided by Super Cycle will continue uninterrupted as these negotiations are finalized.

The enclosed attachment represents the major points to be incorporated into a new contract. RECOMP simply requests that a letter of intent be executed in order to plan the orderly continuance of service to your community and assist RECOMP in finalizing negotiations. Hopefully all contracts can be finalized within 30 days. The following figures were established with the active cooperation and full disclosure of Super Cycle in order to offer real long term fees that will preclude this problem from happening again. RECOMP requests a 3 year contract with a 2 year extension.

now \$43/ton
The price per ton is \$70.00 for residential service. The minimum monthly payment required (based on 80% of average monthly tonnage) is \$ 1,110.00. This figure remains fixed for the terms of the contract. The remaining points are listed on the enclosed attachment.

We look forward to a successful and mutually beneficial relationship.

Respectfully,


William P. Healey
RECOMP, INC.

ATTACHMENT

RECOMP, INC. 1720 South Bellaire St. ♦ Suite 909 ♦ Denver, Colorado 80222 ♦ (303) 753-0945 ♦ FAX: (303) 692-9452

1500 East 79th St. ♦ Suite 102 ♦ Bloomington, Minnesota 55420 ♦ (612) 854-6211

PROPOSED CONTRACT TERMS AND CONDITIONS

TERMINATION: The contract should be terminated on 90 days notice by either party for cause.

MATERIALS MARKETING/DISPOSITION: Contract terms should include the provision that the City or the County will bear the expense of disposing of non-marketable materials and will agree to contract provisions sharing the risk and benefit of material price fluctuations.

NEGOTIATION FOR THE COLLECTION OF OTHER MATERIALS: Contract terms will include the ability to negotiate to perform the collection of other recyclable or compostable materials.

MULTI-UNIT DWELLING RECYCLING: The contract should expressly include the provision of recycling services to multi-dwelling structures at agreed upon fees or should allow for the negotiation, at a later date, for the provision of this service.

COLLECTION HOURS: Contracts should consistently provide for collection hours of 7:00 a.m. to 6:00 p.m.

MISSED COLLECTION POLICY: A common missed collection policy will be incorporated into all contracts. This policy should be consistent with that published by Super Cycle in April, 1989.

HOLIDAY AND BAD WEATHER POLICY: For those programs with weekly collection, any collection falling on a holiday or day of severe weather will be cancelled. Twice a month or every other week programs will have the collection rescheduled according to agreed upon policy.

Focus - May 10



Farming in Falcon Heights

Farming is not a familiar sight in the suburbs, except in Falcon Heights at the University of Minnesota Institute of Agriculture. Above, Dan Adair, a plot coordinator for the plant pathology department, prepared soil to be tested for soybean root rot. "We'll flood the field with about three inches of water and then hope for an infection," Adair, of North Branch, said. (Photo by Lisa Legge)

Baldwin named chair of NSYS

Tom Baldwin, mayor of Falcon Heights and representative to the board of directors Northwest Suburban Youth Services (NSYS) has been named chairman of the board NSYS for 1989. Baldwin has been mayor for four years, city council member for six years, and is a mentor teacher at Forest Lake Senior High School in the English department. He is a published author of short stories and poems.

He said his goal as chairman is to develop a board structure that will more fully tap the wealth of volunteer leadership talent available in the north suburban area. "It's exciting to be with Northwest Suburban Youth Services at a time when the organization is evolving to fulfill an even more important role in the lives of young people and the families who nurture them," Baldwin said.

Our Focus

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- Wood Floors

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- NORTH END
- HAMLIN MIDWAY
- ST. ANTHONY PARK
- COMO

ST. PAUL PIONEER PRESS DISPATCH

NEIGHBORHOODS CITY NORTH

WEDNESDAY, MAY 17, 1989

Fees, cuts hit summer school

Summer vacation for youngsters doesn't necessarily mean three long, lazy months with no classes. Thousands trek back to their schools to pick up an elective class or to make up credits missed during the school year.

But some summer school classes in St. Paul and the suburbs now carry a price tag, unlike regular school year courses.

The St. Paul School District recently announced that for the first time, the approximately 1,200 students expected to take elective summer school classes will have to pay a \$100 fee per class. Low-income students may have part of the fee waived.

No fee will be charged, however, for those students who have to take makeup classes for remedial purposes. District officials have estimated that 7,000 students will take classes to make up a credit.

The school board last month decided to begin charging the fee. According to district officials, the Minnesota Legislature in years past had given school districts extra money for summer school, but now state aid is only available for

Please see **Classes/2**

By Ann Baker
Staff Writer

Since he was a little kid, Art Lindig, 83, has been making things grow in Falcon Heights.

First, his family had a dairy farm on Larpenteur Avenue, which evolved into a market garden — carrots, onions, cabbages, strawberries, you name it. Then it became Lindig's Midway Green, houses with flowers, shrubs and trees.

Lindig's wife, Lillian, who died in December, used to say he could take a dead stick and make it grow. But he credits the earth for his abundance.

"It's excellent soil. There's nothing like it in the county — good, plain, black soil. On the other side of Roselawn, it's all clay."

The other side of Roselawn Avenue, to the north, is Roseville.

Forty years ago, one year after Roseville separated itself from Rose Township as an independent village, a majority of residents in Falcon Heights and Lauderdale



Richard Warshall/Staff Photographer

Art Lindig chuckles over photo album memories of suburb's early years.

each decided to form their own villages, too. On July 8, Lauderdale will celebrate its 40th anniversary.

The Falcon Heights birthday celebration will be Saturday, with races, a parade, entertainment and recollections of the past. Lindig says he won't be on the podium, but he will be in the crowd, sharing his memories.

And his memories cover far more than farming, because Lindig was one of four town board supervisors who became Falcon Heights' first city council members. The fifth supervisor, Lynn Matteson, became the mayor.

The area's residents voted 595-102 to incorporate as a village. Most opponents had wanted the 2 1/2-square-mile area to join St. Paul instead. One leaflet argued that in St. Paul "snow plowing and removal and cinderling is beyond reproach" — an observation that would bring smug smiles today

Please see **Celebration/5**

Celebration/ City to note 40 years

Continued from Page 1

from the residents of Falcon Heights.

But many of them would nod ruefully at another point in the leaflet: "St. Paul has established commercial properties ... which carry about 78 percent of the tax burden."

St. Paul officials 40 years ago were not jumping up and down to acquire the squat T-shaped community bordered by Hamline Avenue on the east, Roselawn Avenue on the north, Como and Hoyt avenues on the south and Fulham Street on the west.

That was because two-thirds of the area produces not a nickel of property taxes, covering the Minnesota State Fairgrounds and the University of Minnesota's St. Paul campus, both owned by the state.

The rest, which forms the top of the "T," was mostly truck farms or r... ries like Lindig's, with a few s... s and suburban-style houses beginning to dot the flat landscape.

According to Lindig and other old-timers, St. Paul's reluctance to adopt the area was the very thing that made the residents decide to become independent.

"We decided to take those orphan parts and make a village out of it, something else from the rest of them," Lindig recalls.

And so Falcon Heights was born, taking its name from the suburban development growing up northeast of Snelling and Larpenteur avenues, which many old-timers say had been christened by a real estate investor named Faulkner, whose first name is no longer remembered by today's developers or city officials.

Ever since then, the citizens of Falcon Heights repeatedly have reminded their Twin Cities neighbors that the "orphan parts" — the fairgrounds and the "farm campus" — are in Falcon Heights, not St. Paul.

The city's full-time fire department was established in July 1949, with the fire chief's apartment upst... from the city hall, on the southeast corner of Snelling and Larpenteur. On the roof was a siren that went off every noon and at 9 p.m. The building now is part of the Grain Terminal Association

community," council member Pat Bush said. "A lot of people serve on commissions and see their views acted on."

Mayor Tom Baldwin estimates that 1 percent of Falcon Heights population at any time is participating in the government, with 50 of the 5,500 residents serving on civic committees or commissions.

As in an old-fashioned township, the Falcon Heights City Council meetings are posted twice each month in each of the city's four main residential neighborhoods: In Blomberg's Drug Store for the Northome area southeast of Snelling and Larpenteur, in Commonwealth Terrace Community Center for the University Grove area in the southwest, in Falcon Heights Pharmacy, for the area lying northwest of Snelling and Larpenteur, and in Falcon Heights United Church of Christ for the area northeast of Snelling and Larpenteur.

From his house on Larpenteur Avenue, Art Lindig last week glanced north at the neighborhood that used to be his family's nine acres with five greenhouses.

"In 40 years, so much has changed," he said.

Lindig has sold most of the old farm for houses and apartments. The former Lindig nursery has a new proprietor, B and J Midway Greenhouses.

But in the yard of his 106-year-old family home, Lindig still is cultivating baby chives and strawberries in little green plastic pots. He has rows of French tarragon, Italian parsley, thyme, lemon balm, bleeding hearts, coral bells and hyacinths.

He lines them up in shallow boxes and hauls them at 4 a.m. Wednesdays to the farmers' market at Aldrich Arena in Maplewood. On Saturdays he takes his plants to downtown St. Paul's Farmers' Market.

Looking south to the university campus, he observed that his location is among the best on Earth.

"With the St. Paul campus across the street, in summer when there's a south wind, we've got our own air conditioning."

FALCON HEIGHTS CELEBRATION

Falcon Heights Elementary School, 1393 W. Garden Ave., will be headquarters for Saturday's 40th anniversary celebration of the city incorporation.

Events will start with two races from the school, a 5-kilometer run and a 1-kilometer "fun run."

At 10 a.m. children will parade from the school in costumes and decorated bicycles and tricycles. The parade will go south on Albert Street to Larpenteur Avenue, west to Arona Street, north to Garden Avenue, then east back to the school.

At 11 a.m. there will be fencing and karate demonstrations and plus stories about Gibbs Farm told by Karen Bluhm, great-great-granddaughter of Heman and Jane Gibbs, who in 1849 started farming 160 acres at what is now Cleveland and Larpenteur avenues in Falcon Heights. The farm now is a museum run by the Ramsey County Historiography Society.

At noon, comedian Dudley Riggs, a resident of Falcon Heights, will emcee the main program, which will include performances by a single group and fifth-grade band from the school as well as the reading of essays by winners of the city's contest for children on the theme: "If I ran the city . . ."

Now the city has a volunteer fire department and rescue squad, and volunteers take turns staying overnight as "sleepers" in the fire hall attached to the new city hall built six years ago at 2077 W. Larpenteur Ave.

Some of the best vegetable farms, although fields for the university's agriculture studies department maintain a rural atmosphere in the Cleveland Avenue area.

Planning Commission Chairman David Black estimates that the city is 99 percent developed, mostly with homes. Some of the older families that built houses in the 1940s and 1950s now are selling to younger families.

"It's a stable community," said real estate agent Wayne Graff, who serves as chairman of the city's human rights commission. He added: "Most houses turn over every five to seven years. Here it's more like 30 years."

City council member Gerald Wallin said he is proud of Falcon Heights' high level of upkeep. "I always liked the fact that our streets are plowed first."

Many newcomers to Falcon Heights say they've been drawn there by the Roseville Area School District. That's what the newcomers said 30 years ago, too.

Big commercial developments — and their big property taxes — have bypassed Falcon Heights, partly because of height restrictions demanded by the residential neighborhood adjacent to the city's main commercial corner, Spelling and Larpenteur.

Perhaps the trade-off is the small-town village atmosphere that many residents praise.

"People feel a real sense of the

21 year old finds success in fast lane It's all but 'standard fare' for Falcon Heights entrepreneur

North Suburbs

By Laurel Kidd

Falcon Heights entrepreneur Mark Kraemer, owner of the popular Limousine Service, has gone to the next level.

Someone with an eye on the road, Kraemer has become a sophisticated driver and a savvy business man since purchasing his first limo at 19. Through his highly-polished and professional manner, he has become a sought-after limo driver in the young age, two years of life experience in the driver's seat may give any young man a wisdom beyond his years.

Another chapter may describe the book about my experiences when I'm 30," Kraemer said. Vikings rooks who played catch between two limos. The game ended when the ball bounced into the water while the cars were crossing the Mendota bridge.

Another chapter may include the people who hired Kraemer to take them to their rehearsal on Lake Minnesota. He waited in the car while they fished. And of course the book will include the three 10 year olds from Falcon Heights who paid Kraemer in \$1 bills to take them to summer camp so they could impress their friends.

Unfortunately, the camp bus was late, so the kids only impressed a few counselors there. They got some pictures though.

"The reactions of adults and the reactions of children (to limos) are the same," Kraemer said. "It's a novelty."

AT 21, KRAEMER has become a sophisticated driver and a savvy business man since purchasing his first limo at 19.

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"The reactions of adults and the reactions of children (to limos) are the same," Kraemer said. "It's a novelty."

I think he's going to go a long way," said comedian and soon-to-be published author Susan Voss of Maplewood, who turns to Kraemer for all of her limo needs. "He's very serious about building up his business, especially for someone his age."

Kraemer, a graduate, had a hard year-old with a used the driving, ph keeping the books, start the business night.

THOUGH KRAEMER would eventually like to retire to just the office part of the business (by the time he's 25), he still does a lot of the driving. He also contracts professional drivers through other agencies.

Kraemer, a 1986 Ramsey graduate, had a humble start—19-year-old with a used limo doing all the driving, phone work, and keeping the books.

His inspiration to start the business came Halloween night, 1986, when a friend of a friend, who was a concierge at a major hotel, said she may be able to send some business his way if he had a limo.

"I knew it was the right thing to do," he said. "Everyone thought I was crazy — a 19-year-old buying a limousine. Never one to pass up an opportunity, Kraemer got a loan (co-signed by his father) to purchase the used limo through a friend, and he was in business. A new limo costs approximately \$35,000 to \$45,000, though a loaded luxury model can run up to \$150,000. The little extras that make a limo ride special may include a stereo and climate control, but other limos, like Kraemer's super-sleek, dark, VCR, a 10-inch color television, a power moon roof, and a private driver, cost more (and are sold), a telephone and an

985 Ramsey public start—a 19-year-old limo doing all the work, and his inspiration to come Halloween night.

KRAEMER DESCRIBES his current business as a good mix between corporate, weddings and "mitchubling"—the trendiest way to go out on a Friday or Saturday night.

Mitchubling allows a group of people to hop around to several limo clubs nightclubs in a limo. The service includes free cover at most clubs, an escort to the front of any line, free champagne in the limo... and it's cheaper than a DWI.

Most people hop around to several clubs and might get a place for about a half hour," Kraemer said. "Some weekends, you could walk for blocks on the hood of 10 limos at each club."

Of course, Kraemer also gets his share of special occasions, assignments — birthdays, anniversaries, even proposals. Most people roll down the driveway and say, "Guess what?" Kraemer said. "As far as I can tell, we've never had anyone say no."

Drivers are expected to be courteous. A big part of being a driver is anticipating if they (customers) want you to be fastening or low key.

When someone signs a limo for a wedding or special, it's something you're a part of.

When someone signs a limo for a wedding or special, it's something you're a part of.

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CITY OF FALCON HEIGHTS

AGENDA

MAY 24, 1989

*bad holes on tarp. →
Eustis*

*

A. CALL TO ORDER 7:00 P.M.

B. ROLL CALL: P. CHENOWETH _____ WALLIN _____ BUSH _____ BALDWIN _____
CIERNIA _____ WIESSNER _____ S. CHENOWETH _____
ATTORNEY _____ ENGINEER _____

C. APPROVAL OF MINUTES OF MAY 9, 1989

D. PUBLIC HEARINGS: NONE

E. CONSENT AGENDA:

- 1. Disbursements
 - a. General disbursements through 5/24/89, \$85,762.67
 - b. Payroll, 5/1/89 to 5/15/89, \$9,970.46
- 2. Fire/Ambulance Runs
- 3. Cancellation of Check #22173
- 4. Solid Waste Minutes of May 4, 1989
- 5. Licenses
- 6. Ramsey County Sheriff's Report
- 7. Purchase of Riding Mower and Snow Bucket
- 8. Commission Appointment/Resignation
 - Manley E. Olson to Human Rights Commission
 - Michael Smallpage to Parks & Recreation Commission
 - Resignation of Benno Salewski from Solid Waste Commission
- 9. Hamline Avenue Project

ACTION: _____

F. REPORTS, REQUESTS AND RECOMMENDATIONS:

- 1. Approval of plans to purchase Ambulance.

ACTION: _____

- 2. Planning Commission Parking Committee Report (Discussion Only)

ACTION: _____

- 3. 1988 Audit Report

ACTION: _____

4. Proposed Resolution R-89-12 Requesting Ramsey County to Restrict Parking along a portion of Larpenteur Avenue.

ACTION: _____

5. Resolution R-89-11 - Awarding the Bid for 1989 Sealcoating

ACTION: _____

G. ANNOUNCEMENTS AND UPDATES:

H. ADJOURNMENT:

ACTION: _____

WORKSHOP

MINUTES
SPECIAL CITY COUNCIL MEETING
MAY 9, 1989

Baldwin called the meeting to order at 7:15 P.M.

PRESENT

Baldwin, P. Chenoweth, Ciernia and Wallin. Also present were Wiessner, S. Chenoweth and Maurer.

ABSENT

Bush.

MINUTES OF APRIL 26, 1989 APPROVED

The Minutes of April 26, 1989 were approved as presented.

CONSENT AGENDA APPROVED

Council approved the following Consent Agenda:

1. Disbursements
 - a. General Disbursements through 5/9/89, \$22,528.98
 - b. Payroll, 4/16/89 - 4/30/89, \$8,839.18
2. Commission Minutes
 - a. Human Rights Commission Minutes of April 20, 1989
 - b. Planning Commission Minutes of May 1, 1989
3. Waiving License Fee for Lions Club Food Stand at 40th Anniversary Celebration
4. Tatum Street Sod Project
5. Ramsey County Sheriff's Report
6. Licenses
7. Posting of Streets on Parade & Run Route as "No Parking"
8. Household Hazardous Waste Collection Agreement

FEASIBILITY REPORT ON PROPOSED HAMLINE AVENUE (LARPENTEUR TO COUNTY RD B) APPROVED WITH CONDITIONS

BILL SOUKOUP, 1763 Hamline, stated he did not understand the assessment procedure for the proposed project to which Baldwin replied that the City follows an assessment policy. Baldwin then reviewed the cost breakdown and explained the present policy and the proposed update which should be completed in four to six weeks.

Soukoup then asked how many homes would be in the storm sewer project, and Maurer explained that the cost of the retention pond (Gottfried Pit) is not related to the street and the only storm sewer work being done would be repair to inlets, catch basins, etc. Soukoup expressed his opposition to any pathway or sidewalk as he felt it was unnecessary.

TERRY SOUKOUP, 1763 Hamline, stated there is a lot of traffic at Garden and Hamline and felt a stop sign should be considered at that intersection. Baldwin replied the County can make a count

to see if a sign is warranted, however, vehicles stopping and starting would have an impact on the environment.

Council discussed some concerns such as the proposed cost to the City for repair of the Gottfried Pit, whether or not it is possible to meander the pathway to save vegetation, and reduction of the width of the roadway. P. Chenoweth moved acceptance of the Feasibility Report with the following contingencies, 1) question the need for Gottfried Pit repair with this project and whether or not Falcon Heights is being charged an inappropriate share of the cost, 2) further discussion of pathway design, and 3) continued discussion on road width. Motion carried unanimously.

AMENDMENT TO BULLSEYE SHOPPING CENTER PARKING VARIANCE APPROVED

Baldwin explained that the Planning Commission at their May 1st meeting, recommended approval of the proposed parking variance amendments and commented on the fact that the City Planner felt the parking computation in the original variance was faulty. Following a brief discussion, Ciernia moved adoption of the amended parking variance, which carried unanimously.

APPROVAL OF AMENDED CONDITIONAL USE PERMIT FOR GOLF-O-MAT MACHINES AT BULLSEYE GOLF

Baldwin reviewed proposed conditions recommended by the Planning Commission and amendments as designated by Council, after which Ciernia moved adoption of Resolution R-89-10. Motion carried unanimously.

RESOLUTION R-89-10

A RESOLUTION RELATING TO A CONDITIONAL USE PERMIT FOR BULLSEYE GOLF CENTERS, INC. (GOLF-O-MAT GAMES) AND AMENDING RESOLUTION R-85-35

ADOPTION OF CODE AMENDMENT RELATING TO DIMENSIONALLY NON-CONFORMING BUILDINGS AND STRUCTURES

Baldwin commented on the fact that State Statute has limited the granting of variances leaving many homeowners unable to expand or improve their homes which are considered dimensionally non-conforming by the present City Code, and the proposed amendment is intended to remedy the problem. Following a brief discussion, Wallin moved adoption of Ordinance O-89-8 which carried unanimously.

ORDINANCE O-89-8

AN ORDINANCE AMENDING SECTION 9-2.02 OF THE MUNICIPAL CODE RELATING TO NON-CONFORMING USES, BUILDINGS AND STRUCTURES

PROPOSED CODE AMENDMENTS RELATING TO RESIDENTIAL SETBACKS
REFERRED BACK TO PLANNING COMMISSION

Council reviewed the amendments recommended by the City Planner and the Planning Commission at their May 1, 1989 meeting relating to setback requirements for accessory buildings. Concern was expressed in regulating setback requirements for corner lots in the same manner as interior lots. Baldwin suggested that placement of structures on corner lots might be better addressed by Conditional Use. Planning Commission Chair David Black was in attendance and explained the Commission was attempting to establish standards which would apply to all lots in the City many of which are substandard based on the present Code. Following a discussion, Council referred the matter back to the Planning Commission for further review.

MINNESOTA STATE AID FIVE YEAR CONSTRUCTION PROGRAM APPROVED

Maurer explained that MN/DOT requires the City to submit a 5 Year Construction Plan every three years and stressed that MN/DOT will not hold the City to this plan either in the projects listed or the description of each project. Council then accepted the report as presented by Maurer.

RFPS TO BE ISSUED TO ARCHITECTURAL FIRMS FOR COMMUNITY PARK
BUILDING

Wiessner explained that due to the fact that the Celebrate Minnesota 1990 Grant Agreement stipulates the Community Park building reconstruction must be completed by December 31, 1989, it is prudent to start the process by hiring an architect. Wallin moved that Staff be authorized to draft and issue Request for Proposals to qualified firms. Motion carried unanimously.

ATTORNEY'S MEMORANDUM OF 5/5/89 RELATING TO CITY'S ASSESSMENT
POLICY NOTED

Council noted a memo dated May 5, 1989 from Attorney Paul Mattke upholding the City's assumptions regarding proposed assessments for the Hamline Avenue project.

RFPS TO BE ISSUED FOR CURBSIDE RECYCLING PICKUP

Council reviewed a resolution drafted by the Solid Waste Commission requesting authorization to prepare and issue RFPS for curbside recycling pickup in order to provide continued service after SuperCycle, Inc. terminates their business. Council unanimously approved the request and endorsed the Commission's plans for future projects as listed in the resolution and accompanying memorandum.

APPROVAL OF CITY SEXUAL HARASSMENT POLICY

Council briefly discussed the proposed Sexual Harassment Policy

MINUTES
MAY 9, 1989
PAGE 4

after which Wallin moved adoption of Ordinance O-89-9. Motion carried unanimously.

ORDINANCE O-89-9

AN ORDINANCE AMENDING SECTION 2-2.12 OF THE CODE
ESTABLISHING A CITY SEXUAL HARASSMENT POLICY

CITY TO ISSUE RFPS FOR PART TIME PLANNING STAFF PERSON

No. 2
Council discussed the need for a part-time planning staff person as presented in Wiessner's memo, and as as recommended by the Planning Commission. Wallin moved that Staff be authorized to prepare ^{to date and submit} and issue RFPS for a part time planner, which carried unanimously.

STRATEGIC PLANNING SESSION SCHEDULED FOR 6/3/89, 8-10 A.M.

Council scheduled a strategic planning workshop for Saturday, June 3, 1989, 8:00 to 10:00 A.M.

ADJOURNMENT

The meeting was adjourned at 9:55 P.M.

Tom Baldwin, Mayor

ATTEST:

Shirley Chenoweth, City Clerk

Consent X

Agenda Item: E-1

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Disbursements

SUBMITTED BY:

Tom Kelly

REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) General Disbursements through 5/24/89, \$85,762.67
- (b) Payroll, 5/1/89-5/15/89, \$9,970.46

ACTION REQUESTED:

Tom Kelly

GENERAL DISBURSEMENTS

CHECK NO.	ISSUED TO	REASON	AMOUNT
22257	Pannell Kerr Forster	Seminar - Tom Kelly	\$20.00
22258	League of MN Cities	Annual conference, Jan, Phil & Tom	\$450.00
22259	Lynn Allen	Refund - Near Ball	\$12.00
22260	AT&T	Phones	48.28
22261	AT&T Credit Corporation	Phone Lease	150.16
22262	Browning-Ferris Ind.	May service	75.80
22263	Blomberg Pharmacy	General supplies	2.98
22264	Brighton Veterinary Hospital	Contract services	25.00
22265	Sue Colten	Non-resident reimbursement	12.00
22266	Champion Auto Store	Supplies	4.49
22267	Custom Property Services	Cleaning services and supplies	298.50
22268	Cy's Uniforms	Uniforms	112.11
22269	Commonwealth Terrace	Reimbursement for drop-off sites	5,707.00
22270	Patricia Duncan	Non-resident reimbursement	12.00
22271	Evergreen Lawns	Lawn Treatment	205.00
22272	Fire Instructors Assoc.	Books	134.96
22273	Joe Greenstein	Non-resident reimbursement	24.00
22274	GAB Business Services Inc.	Insurance settlement (June Schoenecker)	3,344.94
22275	Glenwood Inglewood	Repair of water cooler	28.50
22276	Harvest States Cooperative	Fuel	70.90
22277	Dahlgren, Shardlow & Urban	April Planning fees, Bullseye Parking	1,541.25
22278	Terry Iverson	Mileage	58.40
22279	In-Towne Industries	Summer Activity flyer	333.00
22280	Jensen, Hicken, Gedde, et al	April fees, Policies, Stratford	5,545.95
22281	Insty-Prints	Printing	1,936.73
22282	Carol Kraemer	Non resident reimbursement	3.00
22283	Mrs. P. Loos	" "	12.00
22284	Lorelei Fritsche	Non-resident reimbursement	15.00
22285	Midwest Business Products	Office supplies	78.48
22286	MN Suburban Publication	Publish "Notice of Public Hearing"	9.45
22287	Elizabeth Murphy	Variance refund	20.00
22288	MN Conway Fire & Safety	Miscellaneous parts	151.75
22289	MN State Fire Chief's Assoc.	Membership	65.00
22290	Margolis Bros.	Tree trimming supplies	29.90
22291	Metropolitan Waste Control	June service	40,628.45
22292	Maier Stewart & Assoc.	April services, park survey, sealcoating	4,221.78

CHECK NO.	ISSUED TO	REASON	AMOUNT
22293	NE Metro Intermediate	Tuition	\$605.50
22294	NSP	Electricity and Gas	360.42
22295	Jennifer Olson	Salary - spring dump	390.50
22296	Royal Crown Beverage	Pop	113.40
22297	Road Rescue Inc.	Supplies	303.27
22298	Maintenance Engineering	Fluorescent lamps	313.98
22299	St. Croix Screen Printing	T-Shirts, Rec Program	802.50
22300	Board of Water Commissioners	Rink Flooding	530.00
22301	Total Asphalt Construction Co.	Street Sweeping	4,650.00
22302	Twin City Appliances	Appliance pick-up--Spring Dump	150.00
22303	Verta Corporation	Opticom Repair	255.00
22304	The Wholesale Club	Memberships	50.00
22305	Jan Wiessner	Mileage and misc. expenses (May mileage)	406.11
22306	Dick Larson	May Fees + extra hours	500.00
22307	First Trust	Bond principal, interest & trust fees	10,529.38
22308	M. T. Ammenn	Sod	50.00
22309	Sub. Area Chamber of Commerce	Meeting-J. Wiessner	7.00
22310	Suburban Hardware	Misc. supplies	147.61
22311	U.S. West Communications	Phones	209.24
		TOTAL:	\$85,762.67

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Number	Pay Group Description	Check Amount	Check Date	Status
017449			0			0.00	15-May-89	VOID
017450			0			0.00	15-May-89	VOID
017451	000000002	Wiessner, Janet R.	9	01	semi-monthly	1,155.95	15-May-89	Outstanding
017452	000000004	Kriegler, Carol J.	9	01	semi-monthly	367.90	15-May-89	Outstanding
017453	000000011	Chenoweth, Shirley B.	9	01	semi-monthly	752.77	15-May-89	Outstanding
017454	000000020	Iverson, Terry D.	9	01	semi-monthly	827.59	15-May-89	Outstanding
017455	000000027	Morgan, Jay M.	9	01	semi-monthly	693.92	15-May-89	Outstanding
017456	000000035	Zimmerman, Katherine	9	01	semi-monthly	373.77	15-May-89	Outstanding
017457	000000038	Wright, Vincent D.	9	01	semi-monthly	801.96	15-May-89	Outstanding
017458	000000050	Kubes, Jon E.	9	01	semi-monthly	241.16	15-May-89	Outstanding
017459	000000063	Phillips, Patricia A.	9	01	semi-monthly	664.98	15-May-89	Outstanding
017460	000000065	Kelly, Thomas R.	9	01	semi-monthly	774.47	15-May-89	Outstanding
017461	000000071	Bosshardt, Brian	9	01	semi-monthly	48.29	15-May-89	Outstanding
017462	000000072	Carlson, Carol	9	01	semi-monthly	250.46	15-May-89	Outstanding
017463	000000075	PICKA, GEORGE	9	01	semi-monthly	379.01	15-May-89	Outstanding
017464	000000003	Baumann, Nicholas B.	5	02	monthly 1	282.98	15-May-89	Outstanding
017465	000000005	Berndt, Ross	5	02	monthly 1	95.00	15-May-89	Outstanding
017466	000000006	Bianchi, David P.	5	02	monthly 1	66.26	15-May-89	Outstanding
017467	000000007	Bianchi, Joseph D.	5	02	monthly 1	48.75	15-May-89	Outstanding
017468	000000008	Brown, Raymond F.	5	02	monthly 1	336.38	15-May-89	Outstanding
017469	000000013	Clarkin, Michael D.	5	02	monthly 1	53.88	15-May-89	Outstanding
017470	000000014	Dow, Michael J.	5	02	monthly 1	119.38	15-May-89	Outstanding
017471	000000015	Dowdell, Ralph L.	5	02	monthly 1	16.88	15-May-89	Outstanding
017472	000000016	Fuller, James D.	5	02	monthly 1	13.13	15-May-89	Outstanding
017473	000000018	Holmgren, John M. Sr.	5	02	monthly 1	107.50	15-May-89	Outstanding
017474	000000021	Kurnajetz, Clement M.	5	02	monthly 1	85.63	15-May-89	Outstanding
017475	000000022	LeMay, Dennis B.	5	02	monthly 1	122.63	15-May-89	Outstanding
017476	000000023	LeMay, Douglas	5	02	monthly 1	35.25	15-May-89	Outstanding
017477	000000024	Lindig, Leo	5	02	monthly 1	62.03	15-May-89	Outstanding
017478	000000025	McDermond, Cindy K.	5	02	monthly 1	25.63	15-May-89	Outstanding
017479	000000026	McNabb, Gerald	5	02	monthly 1	6.25	15-May-89	Outstanding
017480	000000029	Dison, Joseph E.	5	02	monthly 1	60.01	15-May-89	Outstanding
017481	000000032	Schaefer, Richard A.	5	02	monthly 1	76.88	15-May-89	Outstanding
017482	000000033	Schauffert, Craig F.	5	02	monthly 1	34.38	15-May-89	Outstanding
017483	000000034	Smida, Gail	5	02	monthly 1	18.75	15-May-89	Outstanding
017484	000000039	Morgan, Jay	5	02	monthly 1	52.88	15-May-89	Outstanding
017485	000000040	Kayser, Douglas	5	02	monthly 1	135.13	15-May-89	Outstanding
017486	000000042	Stolz, Steven P.	5	02	monthly 1	45.63	15-May-89	Outstanding
017487	000000045	Gilbert, Jerome J.	5	02	monthly 1	105.46	15-May-89	Outstanding
017488	000000046	Holmgren, John H. Jr.	5	02	monthly 1	203.01	15-May-89	Outstanding
017489	000000047	McNabb, Kevin	5	02	monthly 1	62.51	15-May-89	Outstanding
017490	000000049	Anderson, Kevin L.	5	02	monthly 1	139.13	15-May-89	Outstanding
017491	000000064	PETERSON, GREGORY S.	5	02	monthly 1	81.25	15-May-89	Outstanding
017492	000000069	Martinez, Joseph L.	5	02	monthly 1	145.65	15-May-89	Outstanding

Total

9,970.46

Consent x

Agenda Item: E-2

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Fire/Ambulance Runs

SUBMITTED BY:

Shirley Chenoweth

REVIEWED BY:

Leo Lindig

EXPLANATION/SUMMARY (attach additional sheets as necessary):

FALCON HEIGHTS FIRE DEPARTMENT CALLS

	<u>April '89</u>	<u>March '89</u>	<u>Feb. '89</u>
Fire Calls	<u>1</u>	<u>1</u>	<u>1</u>
Rescue Calls	<u>9</u>	<u>4</u>	<u>9</u>
False Alarms	<u>2</u>	<u>0</u>	<u>1</u>
TOTAL	<u>12</u>	<u>5</u>	<u>11</u>

LAUDERDALE

	<u>April '89</u>	<u>March '89</u>	<u>Feb. '89</u>
Fire Calls	<u>0</u>	<u>2</u>	<u>1</u>
Rescue Calls	<u>7</u>	<u>1</u>	<u>4</u>
False Alarms	<u>1</u>	<u>3</u>	<u>1</u>
TOTAL	<u>8</u>	<u>6</u>	<u>6</u>

ACTION REQUESTED:

SAL

Consent X

Agenda Item: E-3

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Cancellation of Check #22173

SUBMITTED BY:

Tom Kelly

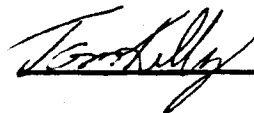
REVIEWED BY:

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Check #22173, in the amount of \$12.50 issued April 17, 1989 to Minnesota Suburban Publication was a duplicate payment.

ACTION REQUESTED:

Authorize cancellation



Consent X

Agenda Item: E-4

Policy

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Solid Waste Minutes of May 4, 1989

SUBMITTED BY:

Solid Waste Commission

REVIEWED BY:

S. Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

Minutes Attached.

ACTION REQUESTED:



MINUTES
SOLID WASTE COMMISSION MEETING

4 May 1989

The meeting was called to order by Chairperson Thompson at 7:10 pm.

COMMISSION MEMBERS PRESENT: John Thompson, John Hustad, Nancy Misra, Laura Kuettel, Lyle Wray, Leo Klisch and Shirley Chenoweth.

Why? * COMMISSION MEMBERS NOT PRESENT: Terry Iverson (six month leave)

MEMBERS NO LONGER ON COMMISSION: John Brynildson, Benno Salewski

The agenda for the meeting was approved by consensus with the addition of the appointment of Laura Kuettel as secretary and discussion of immediate action to be taken in response to the closing of Super Cycle.

The minutes of the last meeting were approved with a notation to the secretary of the deletion of John Brynildson's name from the commission.

A recap of the Recycling Coordinators party was discussed. Pictures were available. It was noted that non-recyclable cups should not be available for the next recognition party. Shirley Chenoweth will send a note of thanks to "Amazing Robbie" on our behalf.

The Household Hazardous Waste program scheduled for May 20, 1989, had been advertised well. The cost to Falcon Heights for participation is \$300.00.

On May 3, Shirley Chenoweth attended a meeting of the Recycling Coordinators of Ramsey County. She informed the Commission that Super Cycle would be out of business as of May 31, 1989. The County will continue services until July 1. The Coordinators meeting recommended that each city take immediate action to acquire the services of a hauler to do curbside recycling pickup until each city can reconcile with a long-term course of action. It was recommended that a temporary measure not be shorter than the 17 months and integrated and/or organized collection should be studied during that time. They also made a reference to the fact that companies such as Super Cycle may be a thing of the past and that haulers would be involved in curbside recycling programs. Ramsey County will no longer offer a grant program for the purchase of bins.

Lyle Wray informed the Commission that several haulers in addition to St. Paul and Minneapolis were interested in acquiring the collection vehicles from Super Cycle. It has been estimated that glass, as witnessed with paper, will reach a glut level next June.

Shirley Chenoweth also learned that one consortium of haulers will be forming to step in, if hired, and keep curbside recycling available. Several other haulers appear interested. The ordinance for licensing requirements would need to be amended. Lyle Wray suggested contacting any of the several cities who have already taken such action.

MINUTES
SOLID WASTE COMMISSION
4 May 1989

page two

A resolution to the City Council was moved by Nancy Misra and seconded by Lyle Wray for an RFP to be sent out for a 17 month contract for curbside pickup.

See ATTACHMENT A.

Lyle Wray suggested a letter to the citizens of Falcon Heights be sent after approval of the resolution by the Council. Lyle Wray also suggested that a June bidder's meeting be scheduled, and that a bid evaluation be done after selecting our criteria.

Shirley Chenoweth informed the Commission that the Council would like a study to take place on long-term, permanent funding for recycling.

n. * Laura Kuettel asked Shirley Chenoweth to bring the blight and odor ordinances to the next meeting. These may need to be amended to the Council to reflect yard waste composting.

Nancy Misra motioned and Lyle Wray seconded the motion to send Leo Klisch to an all-day workshop on yard composting, cost of which is not to exceed \$60. Nancy Misra will send the registration information to Leo Klisch. At this time Shirley Chenoweth gave a brief run-down of available funds to the Commission.

Lyle Wray motioned to spend \$600 on approximately 50 blue bins which the city would sell, at cost, on a revolving-fund basis, to any interested citizens. Nancy Misra amended that twice a month one bin be raffled off to a person who recycled on the day of pickup.

Articles for the newsletter are due on May 20. Nancy Misra will provide a legislative update and mention the bin issues; John Thompson will recap purchasing habits; Lyle Wray will discuss organized/integrated collection; Shirley Chenoweth will explain the Super Cycle situation; Leo Klisch will write some block notes on leaving clippings on the lawn or taking them to the compost site. Terry Iverson will wrap up the hazardous waste collection.

Shirley Chenoweth was informed that the Scouts cannot deliver the newsletter. She will also look into the purchasing of the bins.

The next Commission meeting is scheduled for Thursday, June 1, 1989.

The meeting was adjourned at 9:10 pm.

Respectfully submitted,

Laura Kuettel, Secretary

CITY OF FALCON HEIGHTS
SOLID WASTE RESOLUTION

Date: May 4, 1989

WHEREAS, the Ramsey County Environmental Health Department has informed us that the City must have a Curbside Recycling Service Contract in place by August 1, 1989 if the service is to continue, and

WHEREAS, the Falcon Heights Solid Waste Commission realizes immediate action must be taken to provide continued uninterrupted service beyond July, 1990,

NOW, THEREFORE, BE IT RESOLVED, that the City Council be requested to authorize the Solid Waste Commission to prepare and issue RFPs to qualified refuse haulers for curbside recycling collection, such proposals to be due on or before June 10, 1989. The Commission also requests Council's support of the Commission's plan to pursue integrated or organized collection and amendment of the present Municipal Code (Section 5-4.01, Subd. 8 - Licensing Procedures for Refuse Haulers) to require all haulers to have the ability to provide curbside recycling service the proposed amendment to be in place for renewal of 1990 licenses (January 1, 1990).

The motion for this Resolution was moved by Misra and seconded by Wray and upon a vote being taken, carried unanimously.

John Thompson, Chairman

Laura Kuettel, Secretary

Consent X

Agenda Item: E-5

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Licenses

SUBMITTED BY:

Katherine J. Zimmerman

REVIEWED BY:

Shirley Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

All are renewals except:

JJ's Pool and Arcade - Corporate
Minnesota Roadways - General Contractor

ACTION REQUESTED:

Approval

59C

CONSENT AGENDA

May 24, 1989

CORPORATE

- * JJ's POOL AND ARCADE #339
1544 West Larpenteur
Falcon Heights, MN 55113

MECHANICAL

Churchills Home Heating/Cooling, Inc. #336
818 North Prior Avenue
St. Paul, MN 55104

Apollo Heating and Vent. Corp. #337
6510 North Highway 36 Blvd.
Oakdale, MN 55109

GENERAL CONTRACTORS

- * Minnesota Roadways Co. #335
147 North Jonathan Blvd.
Chaska, MN 55318
- Fred J. Keller Asphalt Paving #34
450 Hatch
St. Paul, MN 55117
- Leske Co., Inc. #334
261 West Arlington
St. Paul, MN 55117
- Midwest Concrete Driveway Co. #341
1464 West Idaho
Falcon Height, MN 55108

AMUSEMENT

American Amusement Arcades #338
850 Decatur Avenue North
Minneapolis, MN
(machines at JJ's Pool and Arcade)

*NEW

Consent X

Agenda Item: E-6

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Ramsey County Sheriff's Report

SUBMITTED BY:

Sheriff's Dept.

REVIEWED BY:

S. Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

See attached report.

ACTION REQUESTED:

SAC

DATE OF ISSUE 03702/89
TIME 0839

FEBRUARY, 1989

33 FALCON HEIGHTS

01	CRIMINAL HOMICIDE	0
02	FORCIBLE RAPE	0
03	ROBBERY	0
04	ASSAULT	1
05	BURGLARY-RESIDENCE	0
06	BURGLARY-NON RES	0
07	BURGLARY-ATTEMPTED	0
08	BURGLARY-POSSIBLE	0
09	THEFT-OVER \$50	13
10	THEFT-UNDER \$50	7
11	THEFT-ATTEMPTED	0
12	THEFT-POSSIBLE	0
13	AUTO THEFT-RECOVERED	0
14	AUTO THEFT-ATTEMPTED	1
15	AUTO THEFT-POSSIBLE	0
16	ARSON	0
17	FORGERY & C-FEITING	0
18	FRAUD	0
19	EMBEZZLEMENT	0
20	STOLEN PROPERTY-BUY	0
21	STOLEN PROPERTY-REC	0
22	ABDUCTION	0
23	VANDALISM	5
24	WEAPONS	0
25	PROSTITUTION & VICE	0
26	SEX OFFENCE	0
27	NARCOTIC DRUG LAWS	0
28	GAMBLING	0
29	OFFENSE-FAN & CLDRN	0
30	DRIVING UNDER INFLUE	1
31	LIQUOR LAWS	0
32	DISORDERLY CONDUCT	4
33	VAGRANCY	0
34	ALL OTHER OFFENSES	0
35	ACC-PROPERTY DAMAGE	12
36	ACC-PERSONAL INJURY	1
37	ACC-FATAL	0
38	STREET LIGHTS	7
39	ALARMS	0
40	ANIMALS (OTHERS)	0
41	ASSIST A CITIZEN	12

DATE OF ISSUE 04705/89
TIME 1016

MARCH, 1989

33 FALCON HEIGHTS

01	CRIMINAL HOMICIDE	0
02	FORCIBLE RAPE	0
03	ROBBERY	0
04	ASSAULT	0
05	BURGLARY-RESIDENCE	0
06	BURGLARY-NON RES	0
07	BURGLARY-ATTEMPTED	0
08	BURGLARY-POSSIBLE	0
09	THEFT-OVER \$50	8
10	THEFT-UNDER \$50	2
11	THEFT-ATTEMPTED	0
12	THEFT-POSSIBLE	0
13	AUTO THEFT-RECOVERED	0
14	AUTO THEFT-ATTEMPTED	1
15	AUTO THEFT-POSSIBLE	0
16	ARSON	0
17	FORGERY & C-FEITING	0
18	FRAUD	0
19	EMBEZZLEMENT	0
20	STOLEN PROPERTY-BUY	0
21	STOLEN PROPERTY-REC	0
22	ABDUCTION	0
23	VANDALISM	0
24	WEAPONS	1
25	PROSTITUTION & VICE	0
26	SEX OFFENCE	0
27	NARCOTIC DRUG LAWS	0
28	GAMBLING	0
29	OFFENSE-FAN & CLDRN	0
30	DRIVING UNDER INFLUE	1
31	LIQUOR LAWS	0
32	DISORDERLY CONDUCT	3
33	VAGRANCY	0
34	ALL OTHER OFFENSES	2
35	ACC-PROPERTY DAMAGE	19
36	ACC-PERSONAL INJURY	1
37	ACC-FATAL	0
38	STREET LIGHTS	0
39	ALARMS	0
40	ANIMALS (OTHERS)	0
41	ASSIST A CITIZEN	0

DATE OF ISSUE 05/04/89
TIME 0824

April 1989

33 FALCON HEIGHTS

01	CRIMINAL HOMICIDE	0
02	FORCIBLE RAPE	0
03	ROBBERY	1
04	ASSAULT	0
05	BURGLARY-RESIDENCE	2
06	BURGLARY-NON RES	1
07	BURGLARY-ATTEMPTED	0
08	BURGLARY-POSSIBLE	0
09	THEFT-OVER \$50	11
10	THEFT-UNDER \$50	3
11	THEFT-ATTEMPTED	0
12	THEFT-POSSIBLE	0
13	AUTO THEFT-RECOVERED	0
14	AUTO THEFT-ATTEMPTED	1
15	AUTO THEFT-POSSIBLE	2
16	ARSON	0
17	FORGERY & C-FEITING	0
18	FRAUD	0
19	EMBEZZLEMENT	0
20	STOLEN PROPERTY-BUY	1
21	STOLEN PROPERTY-REC	0
22	ABDUCTION	0
23	VANDALISM	0
24	WEAPONS	4
25	PROSTITUTION & VICE	0
26	SEX OFFENCE	0
27	NARCOTIC DRUG LAWS	0
28	GAMBLING	0
29	OFFENSE-FAN & CLDRN	0
30	DRIVING UNDER INFLUE	1
31	LIQUOR LAWS	0
32	DISORDERLY CONDUCT	2
33	VAGRANCY	0
34	ALL OTHER OFFENSES	0
35	ACC-PROPERTY DAMAGE	11
36	ACC-PERSONAL INJURY	1
37	ACC-FATAL	0
38	STREET LIGHTS	0
39	ALARMS	14
40	ANIMALS (OTHERS)	0
41	ASSIST A CITIZEN	10

DATE OF ISSUE 01/02/89
TIME 0339

FEBRUARY 1989

RE

33 FALCON HEIGHTS	
57 BOATING & SWIMMING	0
58 BREATHALYZER	0
59 DOB'S	0
60 DOB'S	1
61 DOG COMPLAINTS	0
62 DOMESTIC	2
63 EMERGENCY	0
64 FIRE	0
65 LOUD	2
66 MISSING PERSONS	0
67 PROWLER	1
68 RECOVERED PROPERTY	2
69 SEARCH WARRANTS	0
70 SNOWMOBILES	0
71 SUSPICIOUS COMPLAINT	7
72 TRAFFIC	18
73 MISCELLANEOUS	16
TOTAL	121

DATE OF ISSUE 04/05/89
TIME 1016

MARCH, 1989

REI

33 FALCON HEIGHTS	
57 BOATING & SWIMMING	0
58 BREATHALYZER	0
59 DOB'S	0
60 DOB'S	3
61 DOG COMPLAINTS	1
62 DOMESTIC	2
63 EMERGENCY	4
64 FIRE	0
65 LOUD	4
66 MISSING PERSONS	0
67 PROWLER	0
68 RECOVERED PROPERTY	0
69 SEARCH WARRANTS	0
70 SNOWMOBILES	0
71 SUSPICIOUS COMPLAINT	5
72 TRAFFIC	14
73 MISCELLANEOUS	18
TOTAL	107

DATE OF ISSUE 05/04/89
TIME 0824

April, 1989

REPORT

33 FALCON HEIGHTS	
57 BOATING & SWIMMING	0
58 BREATHALYZER	1
59 DOB'S	1
60 DOB'S	3
61 DOG COMPLAINTS	2
62 DOMESTIC	2
63 EMERGENCY	6
64 FIRE	0
65 LOUD	0
66 MISSING PERSONS	0
67 PROWLER	1
68 RECOVERED PROPERTY	1
69 SEARCH WARRANTS	0
70 SNOWMOBILES	0
71 SUSPICIOUS COMPLAINT	10
72 TRAFFIC	19
73 MISCELLANEOUS	21
TOTAL	135

Consent X

Policy _____

Agenda Item: E-7

Meeting Date: 5/24/89

CITY OF FALCON HEIGHTS

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Purchase of Riding Mower and Snow Bucket

SUBMITTED BY:

Vince Wright

REVIEWED BY:

Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

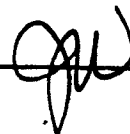
See attached memo from Vince Wright.

This mower was included in the 5 year Park Capital Improvement budget for 1989 estimated at \$5,000 with a salvage value of \$250.00.

ACTION REQUESTED:

Authorize the following expenditures:

\$3,250.00	- Mower
<u>750.00</u>	- Snow Bucket
\$4,000.00	TOTAL





CITY OF
FALCON HEIGHTS

2077 W. LARPEUR AVENUE FALCON HEIGHTS, MN 55113-5594 PHONE (612) 644-5050 FAX (612) 644-8675

May 18, 1989

TO: Jan Wiessner
FROM: Vince Wright *Vince*
RE: PURCHASE OF EQUIPMENT

I would like authorization to purchase a John Deere F 525 riding mower (front mount). We need this equipment to replace the International riding mower. This mower is a 1974 model, which is in poor condition and is in need of replacement. I have \$5,000 in this year's budget to purchase this piece of equipment.

I received quotes from Waldoch Sports (\$3,575 - trade in price), Century Power (\$3,700 less \$450.00) and Schrieber and Sons (\$3,700 less \$450.00).

At this time I am also requesting authorization to purchase a snow bucket to be used on the 20/40 John Deere. We are in need of more snow removal equipment. At present all we have for this tractor is a dirt removal bucket. The price of the snow bucket was the same from all of the above dealers. The purchase price is \$750.00.

RECOMMENDATION

I recommend we purchase the John Deere F 525 riding mower and snow bucket from Schrieber and Sons. Even though the quoted price are the same from Schrieber and Sons and Century Power, I feel Schrieber and Sons dealership is closer. Also, if we were to need maintenance, their dealership is larger and had more in stock inventory.

VW:kjz

Consent X

Agenda Item: E-8

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Commission Appointment/Resignation

SUBMITTED BY:

Tom Baldwin

REVIEWED BY:

Human Rights Commission
Parks and Recreation Commission
Solid Waste Commission

EXPLANATION/SUMMARY (attach additional sheets as necessary):

- (a) Appointment of Manley E. Olson to Human Rights Commission, term to expire December 31, 1991. Resume attached.
- (b) Appointment of Michael Smallpage to Parks and Recreation Commission, term to expire December 31, 1991. Resume attached.
- (c) Resignation of Benno Salewski from the Solid Waste Commission. He has accepted a position in Little Rock, Arkansas.

ACTION REQUESTED:

Approval as recommended by the Commissions

Sgc

FALCON HEIGHTS COMMISSION/COUNCIL APPLICATION

cc: Wayne Gross
Tom Baldwin
MAY 18 1989

DATE 5/9/89

NAME: MANLEY E. OLSON

ADDRESS: 1974 W. SUMMER ST. PHONE 644-2848 (H)

HOW LONG AT ABOVE ADDRESS? about 20 YEARS 830-9381 (W)

IN WHAT CAPACITY DO YOU WISH TO SERVE? Human Rights Commission

REASON YOU WISH TO SERVE ON ABOVE: I feel that I have skills and experience that would be of use to the city.

PRIOR PUBLIC (OR RELATED) SERVICE: Employed in Education since 1961. Have served on a variety of committees & boards during that time. Currently Dean of Liberal Arts at Normandale Community College.

OTHER RELEVANT BACKGROUND (OR COMMENTS): Currently Chair a Disabilities Concerns Task Force for the Presbyterian Church - Have been on College Affirmative Action Committee - Serve on Synod Advocacy Committee on Women - Have served on several Citizens League Committees Former Boy Scout Troop Committee Chair & merit badge counselor Have helped negotiate several contracts for faculty

FALCON HEIGHTS COMMISSION/COUNCIL APPLICATION

Ce:
Council Member
Linda M. Tom
Tom Bassett
4/20/89

DATE 4.16.89

NAME: MICHAEL SMALLPAGE

ADDRESS: 1433 IDAHO AVE W. ST. FALCON Hts. PHONE 644.2289

HOW LONG AT ABOVE ADDRESS? 3 YRS. YEARS 5508

IN WHAT CAPACITY DO YOU WISH TO SERVE? PARKS AND RECREATION COMMISSION MEMBER

REASON YOU WISH TO SERVE ON ABOVE: AS A FORMER ATHLETE AND THE FATHER OF TWO SMALL CHILDREN I AM PARTICULARLY AWARE OF THE NEED FOR A COMMUNITY TO PROVIDE PARK & RECREATIONAL OPPORTUNITIES FOR LIFE LONG FITNESS AND BOTH INDIVIDUAL AND TEAM SPORTS.

PRIOR PUBLIC (OR RELATED) SERVICE: None

OTHER RELEVANT BACKGROUND (OR COMMENTS): COACHED SEVERAL DIFFERENT ATHLETIC TEAMS (MENS & WOMENS SOFTBALL, BASKETBALL)

Consent X

Agenda Item: E-9

Policy _____

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Hamline Avenue Project

SUBMITTED BY:

Wayne Leonard, Ramsey County Public Works Dept.

REVIEWED BY:

Jan Wiessner
Terry Maurer

EXPLANATION/SUMMARY (attach additional sheets as necessary):

We received the attached letter requesting the City's concurrence with the next phase of their plans for the Hamline Avenue project. Specifically, they are asking the City to concur with the following:

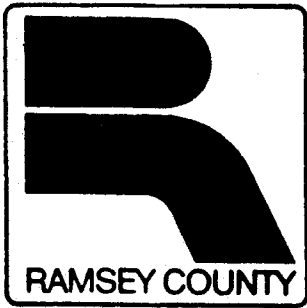
1. that Ramsey County proceed with the final design for the project
2. that Maier Stewart & Associates be approved as the consulting engineering firm,
3. that the City will reimburse Ramsey County for its appropriate share of the plan preparation costs.

ACTION REQUESTED:

Approve the concurrences stated above.



c.w.l.



Ramsey County
DEPARTMENT OF PUBLIC WORKS

3377 North Rice Street
Saint Paul, Minnesota 55126
(612) 484-9104

Divisions of:
Engineering
Maintenance
Mobile Equipment
Environmental Services

May 9, 1989

Ms. Jan Weissner
Falcon Heights City Hall
2077 West Larpenteur Avenue
Falcon Heights, Minnesota 55113


MAY 11 1989

RE: Detail Design Fee
Hamline Avenue
Larpenteur to County Road B

In anticipation of your council's approval to proceed with this project, we have requested Maier Stewart & Associates, Inc. to prepare a detail proposal for the final design phase of the work. Accompanying is a copy of their May 2, 1989 proposal.

Upon completion of the detail design, Ramsey County proposes to enter into a cooperative agreement with the City along the lines outlined in the Feasibility study. This will provide for the City of pay an engineering fee of 10% of their share of the construction cost as a preliminary fee plus 8% as a construction engineering fee. The fee for the feasibility study is included in the preliminary engineering fee. Any City payment as a share of the Feasibility study cost, as provided in your letter of December 7, 1988, would be credited towards the 10% preliminary engineering share.

* With the City's concurrence to proceed with the final design of this project, we would also request their approval of Maier Stewart & Associates, Inc. as the consultant to do the design work, through their agreement No. 88018 with the County, and your acknowledgement of the City's share of the plan preparation costs.


Wayne R. Leonard, P.E.
Coordinating Engineer

WRL:ptd

Enclosure

cc: Maier Stewart & Associates, Inc.

WRL



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

May 2, 1989

File No: 460-001-20

RECEIVED

MAY 03 1989

RAMSEY COUNTY
PUBLIC WORKS

Mr. Paul Kirkwold, P.E.
Assistant County Engineer
Ramsey County Department of Public Works
350 St. Peter Street
St. Paul, MN 55102

Dear Mr. Kirkwold:

Please consider this letter to supplement our correspondence of April 18, 1989, concerning the estimate of engineering services required to complete the design phase of the upgrade of Hamline Avenue between Larpenteur and County Road B.

As documented in the Professional Services Agreement No. 88018, negotiated for the Hamline Avenue project, the engineering fees are calculated on the basis of a percentage of the average of the three lowest construction bids or of the engineer's estimated construction cost.

The agreement provides a schedule of percentage rates as related to these construction costs. It is our intention that the schedule of percentages be prorated between the construction costs identified in the agreement.

In response to your comments regarding the cost estimate provided in our correspondence of April 18, 1989, we have revised our engineer's estimate of construction to be \$1,239,108 prorating the percentages of 8.52% at \$1,000,000 through 8.44% at \$1,250,000, results in a rate of 8.443% for a total fee of \$104,618. As we have completed \$10,800 of service preparing the feasibility study, the balance of engineer fees remaining is \$93,818.

You will note that we included a request for an additional \$1,500 in our April 18, 1989, correspondence to cover soil testing at the Gottfried Pond site.

Please advise if you require further input on this matter.

Yours truly,

MAIER STEWART AND ASSOCIATES, INC.

John B. Stewart T.M.
John B. Stewart, P.E.

JBS/km

NAME	COPY
E.W.	
G.J.	
L.K.	
L.L.	
R.J.	
H.	
G.S.	
E.T.	
R.	
D.	
C.	
A.P.	

WRL



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

April 18, 1989

File: 460-001-20

RECEIVED

APR 24 1989

RAMSEY COUNTY
PUBLIC WORKS

Mr. Paul Kirkwold, P.E.
Assistant County Engineer
Ramsey County Dept. of Public Works
350 St. Peter Street
St. Paul, MN 55102

Dear Mr. Kirkwold:

We are pleased to inform you that the preparation of the draft feasibility report for reconstruction of Hamline Avenue has been completed and delivered to the cities of Roseville and Falcon Heights. We have attended public information meetings to address the concerns and issues raised by local citizens. We will incorporate their input into the feasibility report and forward copies for your files.

We understand that both cities are pleased with the report and that the councils' acceptance and approval will be forthcoming by May.

In expectation of your direction to proceed with the design phase of the reconstruction project, we have prepared the following estimate of services for authorization to proceed with the design phase.

In accordance with section 1-21-B of the Professional Services Agreement No. 88018 negotiated between Ramsey County and our firm, we estimate that the total construction cost will be \$1,253,800. Using our standard statistical variation of bid cost we expect the range of construction costs to be on the order of \$1,162,500 to \$1,337,500. Using a cost of \$1,253,800 as the bid cost the contract design fee of 8.44% results in an engineering fee of \$105,821. Of this amount, we have expended in excess of \$10,800 for the preliminary report. We estimate engineering and soils work required to complete the design phase will cost \$95,021.

AME	COPY
E.W.	
G.J.	
L.K.	
LL.	
R.L.	<input checked="" type="checkbox"/>
H.P.	
G.S.	
E.T.	
R.	
D.	
C.	
A.P.	

Please have this revised report approved by the City of Roseville
ll

Mr. Paul Kirkvold
April 18, 1989
Page Two

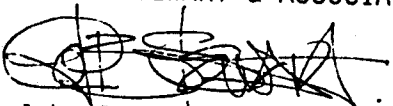
As the design phase now includes utilizing gravel from the Gottfried Pond site we recommend that soil testing be accomplished to verify the quantity, gradation and dispersion of usable material throughout the banks of the pond site. We have obtained a quote from Braun Testing to complete this work. The scope of testing services is prescribed by the attached proposal and will add \$1,500 to our testing budget as these services were not envisioned in our contract. We respectfully request that our professional services agreement be increased to include this work.

We propose that the design phase can be completed by our firm within 120 days of your issuance of notice to proceed.

If you have any questions or comments, please call me.

Yours truly,

MAIER STEWART & ASSOCIATES, INC.



John B. Stewart, P.E.
President

JBS/jt

cc: Wayne Leonard

BRAUN[™]
ENGINEERING TESTING
Incorporated

Quality Services Since 1957

CONSULTING ENGINEERS/
GEOTECHNICAL AND MATERIALS

Reply to address/phone #:

MINNESOTA
Minneapolis
Hibbing
St. Cloud
Rochester
St. Paul

AFFILIATED OFFICES

NORTH DAKOTA
Bismarck
Williston
Minot

MONTANA
Billings
Bozeman

ILLINOIS
Chicago

J.S. Braun, P.E.
Cameron G. Kruse, P.E.
Geo. D. Kluempke, P.E.
Paul H. Anderson
David R. Hausler, P.E.
Roger V. Blomquist, PhD
James J. Craig, Jr., P.E.
Dale R. Allen, P.E.
Wm. M. Weyrauch, P.E.
Thomas R. Blumberg
Michael M. Heuer, P.E.
Kurt E. Dvorak
Norman E. Hall
Ray A. Huber, P.E.
William K. Cody, P.E.

AFFILIATED COMPANIES
Braun Environmental
Laboratories, Inc.
Braun Pavement
Technologies, Inc.

245 East Roselawn Ave.
St. Paul, MN 55117
(612) 487-3245
Fax. (612) 487-1812

April 20, 1989

Maier Stewart & Associates
1959 Sloan Place
St. Paul, MN 55117

Attn: Mr. Thomas Madigan

RE: PROPOSAL FOR SOIL BORINGS AND
GEOTECHNICAL ENGINEERING
REPORT SERVICES
Proposed Borrow Pit
N.E. of Hamline & Larpenteur Avenues
Falcon Heights, MN

Dear Mr. Madigan:

As you requested in our phone conversation on April 21, 1989, we are pleased to furnish this proposal for the taking of soil borings and preparation of a geotechnical engineering report for the above referenced project.

DESCRIPTION OF PROJECT

It is desired to mine soils from a borrow pit located northeast of Hamline Avenue and Larpenteur Avenue. It is desired to use the soils mined from this pit on the Hamline Avenue upgrading project. It is anticipated that a rather small amount of clays overlying sands and gravels exist in this area.

SCOPE OF SERVICES

As discussed, six soil borings would be performed in the gravel pit for the evaluation of the types of soils which exist in this area. The borings will be taken to a depth of

April 20, 1989

approximately 10 feet, in accordance with ASTM D1586 and D1587 procedures so that "N" values will be recorded in the granular soils and 3-inch diameter Shelby tube samples may be taken in the representative cohesive materials.

Laboratory tests will be conducted to provide additional data as a basis for making engineering recommendations. Potential tests include moisture content, moisture-density, and mechanical hydrometer analysis.

The report furnished will discuss the subsurface conditions encountered and the results of the laboratory tests.

BASIS FOR PROPOSAL

We will furnish these services on an hourly or unit cost basis as stated in the attached hourly or unit cost SCHEDULE OF CHARGES. We have assumed the boring areas are accessible to a truck-mounted drill rig. The borings would thus be performed with equipment described in sections 201a and 203. We estimate that the mobilization, demobilization, and drilling will require approximately six hours, so the estimated cost of field services is \$825.00.

The types of laboratory tests cannot be determined until samples have actually been obtained. The laboratory tests will be conducted in accordance with section 300. The estimated cost for those services is \$250.00.

We estimate the cost of the engineering services, in accordance with section 100, at \$425.00.

The total projected cost of the field investigation, laboratory tests, and engineering report is then \$1,500.00.

GENERAL

Current scheduling will permit us to begin these services within approximately seven days of receipt of authorization. On the order of two weeks would be required for the field investigation and preparation of the engineering report.

Terms on payment for services are net 30 days with interest added to unpaid balances, in accordance with the attached GENERAL CONDITIONS which are a part of this proposal.

We appreciate the opportunity to present this proposal. This proposal is being presented in duplicate so that one

BRAUN™


April 20, 1989

copy may be signed and returned as an authorization to proceed.

If there are any questions on this proposal, please do not hesitate to contact us at your earliest convenience.

Very truly yours,

BRAUN ENGINEERING TESTING, INC.


Robert J. Janssen
Project Engineer

RJJ:bat

Enclosures: SCHEDULE OF CHARGES
GENERAL CONDITIONS

ACCEPTANCE OF PROPOSAL

Authorization to Proceed:

Please proceed according to the above stated terms:

Date

Client's Name

Authorized Signature

Title



- ☐ MINNEAPOLIS 6800 S. TH-169, P.O. Box 35108, Mpls., MN 55435-0108
- ☐ 1520 - 24th Ave. N., P.O. Box 189, St. Cloud, MN 56302-0189
- ☐ 310 Service Court N.E., Rochester, MN 55904
- ☐ 245 E. Roselawn Ave., St. Paul, MN 55117-1940

- ☐ 3219 E. 19th Ave., Hibbing, MN 55746-3541
- ☐ 1061 - 109th Ave. NE, Blaine, MN 55434
- ☐ 6950 W. 146th St., St. 131, Apple Valley, MN 55124

Additional or affiliated offices in:
 Bismarck, Minot & Williston, ND
 Billings & Bozeman, MT, Chicago, IL,
 Somerset & Milwaukee, WI

SCHEDULE OF CHARGES

100 ENGINEERING SERVICES

Field and Office Services, per hour

	Reg. Time	Over Time	Double Time
01. Engineering Technician I	\$29.00	\$37.00	\$44.00
02. Level I NDT Technician	33.00	41.00	49.00
03. Eng. Tech. II or Level II NDT	40.00	49.00	60.00
04. Engineering Assistant	48.00	59.00	70.00
05. Senior Engineering Assistant	51.00	64.00	77.00
06. Level III NDT or AWS/CWI	49.00		
07. Graduate Engineer or Geologist	56.00		
08. Registered Professional Engineer	68.00		
09. Senior Staff Engineer	80.00		
10. Principal of Firm	95.00		
11. Services Assisting Litigation	(1)		
12. Computer Analysis	(1)		

NOTE: Reduced weekly & monthly rates available for continuous service.

200 SITE EVALUATION SERVICES

01. Drill Rig and Personnel Charges*

- a) CME 55 or 75 drill rig taking penetration test borings (ASTM D1586-7) or power auger borings, using solid or 2" or 3" I.D. hollow-stem augers or rotary drilling methods, with crew chief and drill rig assistant. \$105.00/hr.
- b) Mobile B-24 skid-mounted drill rig - 2 crew people. 98.00/hr.
- c) CME 45 power auger taking power auger borings (ASTM D1452) for soil classification and water level determinations only, with crew chief and drill rig assistant. 85.00/hr.
- d) Two-man field crew on surveying, locating utilities, taking hand auger probings or other field tests. 85.00/hr.
- e) Additional crew man — when special conditions require (in addition to hourly charges in "a" through "d" above):
 - 1) regular time basis 34.00/hr.
 - 2) overtime basis 42.00/hr.
- f) Overtime addition to all 2-man crew operations for work on Saturday as necessary or requested by client or in excess of 8 hours per day on weekdays. 32.00/hr.

*Hourly rates apply for travel and when conducting tests and are for regular time (8 hours or less on weekdays) and do not include truck or carrier rental or use, supplies consumed in drilling or abandoned in test holes (when more economical than recovering supplies at normal hourly rates) or per diem expenses on projects more than daily travel distance from location where equipment is based.

02. Equipment Charges for Other Field Testing Services (in addition to drilling equipment, when required, or field crew).

- a) Thin walled sample tubes (ASTM D1587). \$18.00 each
- b) Diamond core drilling (ASTM D2113) hourly rates plus diamond bit wear. Cost + 15%
- c) Dutch friction-cone soundings. 12.00/hr.
- d) Vane shear test (ASTM D2573). 7.00/hr.
- e) Electrical resistivity testing. 10.00/hr.
- f) Refraction Seismic surveying. (1)
- g) Digitilt Inclinometer. (1)
- h) Pore Pressure Indicator. (1)
- i) Pressure Meter. \$250.00/day
- j) Surcharge for use of 6" I.D. hollow-stem auger \$20.00/hr.
- k) Organic Vapor or HNU Photoionization Analyzer 16.00/hr. - 95.00/day
- l) Continuous tube sample system (2" x 5') \$20.00/hr.
- m) Hydraulic piston sampler \$10.00/hr.

03. Truck Rental, Mileage, Other Expense Charges and Misc. Services.

- a) Auxiliary truck for transporting crew and supplies:
 - 1) per day 65.00
 - 2) per mile 0.60
- b) Drill Rig Truck:
 - 1) per day 125.00
 - 2) per mile 0.70
- c) Flotation Tired Drill Rig Carrier 35.00/hr.
- d) Flextrac-Nodwell FN-160 Rubber Tracked Carrier (10-foot wide unit) 40.00/hr.
- e) Low-Boy Tractor/Trailer to haul 203c and 203d — Metro area \$100 per one-way trip (not to exceed \$175/day) Outside Metro area — \$1.00/mile (round trip basis). Stand by — \$80/day

(1) Quoted on an individual basis
 (2) Does not include classification and Proctor Tests or sample preparation (if required)

- f) Materials for specialized unrecoverable installations such as piezometers, well-points, settlement plates, etc. Rental of road signs, special insurance, permits. Consumable supplies such as roller bits, drilling fluid additives, grout, level B-C-D protection, etc. Cost + 0.8
- g) Replacement of abandoned or ruined equipment per 201. Cost
- h) Subcontracted specialized services such as snow plowing, grading for access, towing, etc. Cost + 0.8
- i) Welder or shop person on fabricating, steam cleaning, assembly, or loading of specialized equipment. \$45.00 hr.
- j) Steam cleaner use 20.00 hr.
- k) Environmental services (1)

300 LABORATORY TESTS OF SOILS

Per Test

- a. Mechanical-Hydrometer Analysis (ASTM D422) 60.00
- b. Moisture Content and Density 24.00
- c. Moisture Content 9.50
- d. Atterberg Limits (ASTM D4318) 45.00
- e. Specific Gravity (ASTM D854) 50.00
- f. Organic Content (ignition method) 26.00
- g. Sample preparation (ASTM D421 or other applicable method), if required, hourly basis as in "100" above (1)
- h. Unconfined Compression (ASTM D2166): 38.00
- i. Consolidation-primary consolidation curve up to 32 tsf (ASTM 2435). Cost varies depending upon number of loadings required for a specific soil (1)
- j. Direct Shear (per normal pressure) (1)
- k. Triaxial Compression — ASTM D2850 (per confining pressure) (1)
- l. Hvem Stabilometer ("R" value test) \$180.00 (2)
- m. California Bearing Ratio, per specimen \$150.00 to \$200.00 (2)
- n. pH determination — by meter 9.00
- o. Permeability (falling head) 185.00 (2)
- p. Corrosion resistance
 - (1) Electrical resistivity of soils 31.00
 - (2) Oxidation reduction 33.00
 - (3) Sulfate 15.00
- q. Shrinkage Limit (ASTM D427) 40.00
- r. Extrusion of thinwall sample for visual examination — No tests conducted 11.00
- s. Specialty testing — hourly basis as in "100" above
- t. Topsoil testing (MN/DOT 3877) 95.00
- u. Sample pick-up — hourly basis as in "100" plus mileage

400 CONSTRUCTION CONTROL TESTING & OBSERVATION

- 01. Earthwork (Excavation observations, compaction control testing, special foundation installations)
 - a. Engineering consulting services as in "100" above.
 - b. Resident observations and testing services, including soil compaction control testing, Proctor tests, earthwork observations and/or other field testing of soil. Hourly rate as shown in "100" above.
 - 1. Nuclear moisture-density meter charge in addition to hour rates in "100" above \$12.50/hr.
 - c. Field laboratory rental, if required. (1)
 - d. Intermittent testing services by soils technician or returning to laboratory for processing samples. Per test except as noted
 - 1. Compaction Test, Sand-Cone Method ASTM D1556, or Nuclear Method ASTM D2922 (normal conditions) (plus standby and travel time) \$18.50
 - 2. Laboratory Proctor Test — Standard or Modified (ASTM D698 or D1557):
 - a) Method A 55.00
 - b) Method B, C, or D 67.00
 - 3. Max-min density of cohesionless soils (ASTM 4253, 4254) 95.00
 - 4. Sample preparation 25.00-75.00
 - e. Origination and Trip Charge (1)
 - f. Mobile Laboratory
 - 1. Per day 35.00
 - 2. Per mile 0.45

02. Concrete or masonry

- a. Engineering Consulting Services as in "100" above.
- b. Concrete Mix Design
 - 1. Theoretical based on ACI 211 (aggregate test costs or verification of mix design)

BRAUN ENGINEERING TESTING, INC. GENERAL CONDITIONS

Section 1: Responsibilities.

1.1 CLIENT acknowledges the risk of variation that is inherent in testing by sampling. CLIENT recognizes that samples or observations may not be representative. If CLIENT directs the manner of taking samples or making observations, in number, type, location, depth, or in any other way, CLIENT accepts all risks associated therewith and agrees to indemnify BRAUN and hold it harmless from all claims, damages, and expenses arising out of that direction.

1.2 Tests and observations will be conducted using standard test procedures, where applicable, and BRAUN laboratory protocols.

1.3 BRAUN will provide CLIENT with written reports containing test results, and when appropriate, professional opinions and recommendations regarding conformance to established criteria.

1.4 BRAUN will not be responsible for the failure of others to perform in accordance with the specifications or contract documents, and BRAUN's services shall in no way relieve others of their responsibilities.

1.5 For work not on BRAUN premises, BRAUN will not be responsible for superintending, supervising or directing the work of contractors or others, or for job or site safety, those being the sole responsibility of others.

1.6 BRAUN will not be responsible for either setting or checking the accuracy of construction staking, or for staking or referencing locations of piling, caissons or footings, unless those functions are specifically included in the accompanying description of services. BRAUN will refer the results of tests and observations to control points and elevations set as part of surveying or construction staking by others.

1.7 CLIENT will make available to BRAUN all known information regarding existing and proposed conditions of the site and undertaking. CLIENT will immediately provide BRAUN with any new information which becomes available to it or its contractors which differs materially from information previously provided, but including all changes in plans. CLIENT will indemnify and hold harmless BRAUN, its affiliates, and their respective directors, officers, employees, agents and subcontractors, from and against all claims, damages, losses, and related expenses involving subterranean structures which are not called to BRAUN's attention and correctly shown on the plans furnished.

1.8 CLIENT shall be responsible for the cooperation of its employees and contractors in observing all radiation safety standards where radiographic or gamma ray equipment is employed.

1.9 CLIENT shall notify BRAUN of any knowledge or suspicion of the presence of hazardous materials at the worksite. If BRAUN observes or suspects the presence of unanticipated hazardous materials, it may terminate its work without liability to CLIENT or others, and it shall be paid for services provided according to the Schedule of Charges.

1.10 CLIENT shall include BRAUN as a beneficiary in any hold harmless or indemnity agreements with CLIENT's contractors.

Section 2: Access and Restoration.

CLIENT will furnish BRAUN with access to the site. It is understood by CLIENT that in the normal course of the work some damage to the site or materials may occur. While BRAUN will

take reasonable precautions to minimize damage, BRAUN has not included the cost of restoration in the estimated charges and will not be liable for such damage. The correction of damage is the responsibility of CLIENT. At CLIENT's option, BRAUN will restore the site and invoice the CLIENT.

Section 3: Samples.

All samples remaining after tests are conducted remain the property of CLIENT. They will be discarded or returned to CLIENT, at BRAUN's discretion, unless within 60 days of the report date CLIENT requests, in writing, that BRAUN store or ship the samples, at CLIENT's expense.

Section 4: Reports and Records.

4.1 BRAUN will furnish three copies of each report to CLIENT without additional charge.

4.2 Reports, notes, calculations and other documents, as instruments of service, shall remain the property of BRAUN.

4.3 If CLIENT does not pay for BRAUN's services as agreed, CLIENT agrees that all reports and other work will be returned to BRAUN upon demand, and that reports and other work will not be used by CLIENT for any purpose whatsoever.

4.4 BRAUN will retain principal documents relating to the services performed for five years following submission of the report. CLIENT agrees to pay reasonable charges for responses to legal process in connection with the documents.

Section 5: Services and Compensation.

Braun Engineering Testing, Inc., a Minnesota business corporation will perform professional services that are described in this Agreement and which are later requested or necessary. CLIENT will pay for those services as agreed upon, or according to the SCHEDULE OF CHARGES if there is no other agreement. A statement of probable cost is not a firm figure unless stated as such. CLIENT agrees to pay invoices unless CLIENT notifies BRAUN in writing of a particular item that is alleged to be incorrect within 15 days from receipt. If BRAUN is delayed by factors beyond its control, it shall receive an equitable adjustment of its compensation.

Section 6: Payment, Interest, and Breach.

6.1 CLIENT agrees to pay invoices on receipt, and to pay interest on unpaid balances beginning thirty days after invoice date at the rate of 1.5% per month, but not to exceed the maximum rate by law. For extended projects, the billing rates may increase on each anniversary of the date of this Agreement at an annual rate not to exceed 10%.

6.2 In the event CLIENT fails to pay BRAUN within 60 days following the invoice date, BRAUN may consider the default a total breach of this Agreement and may, at its option, terminate all of its duties without liability to CLIENT or others.

Section 7: Continuity of Services.

CLIENT acknowledges that it is customary for the consultant which provides construction or remediation recommendations to be retained to provide inspection and related services during construction or remedial work. If BRAUN is not

retained to provide continuing services, CLIENT agrees to indemnify and hold BRAUN harmless from all claims, damages, and losses and expenses, including attorney's fees, arising out of any interpretations, clarifications, substitutions or modifications provided by CLIENT or others.

Section 8: Insurance.

BRAUN will furnish a Certificate of Insurance upon request. If CLIENT requests increased insurance coverage, BRAUN will purchase additional insurance, if obtainable, at CLIENT's expense in accordance with the SCHEDULE OF CHARGES, but BRAUN shall have no liability beyond the limits and conditions of the additional insurance coverage.

Section 9: Standard of Care.

In performing its services, BRAUN will use that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the same locality. No other warranty is made or intended.

Section 10: Disputes.

10.1 If BRAUN brings a lawsuit against CLIENT to collect its fees, then all its collection expenses, including attorney's fees, will be paid by CLIENT.

10.2 If CLIENT brings a lawsuit against BRAUN which is dismissed or as to which a verdict is rendered for BRAUN, in whole or in part, CLIENT will pay BRAUN its costs of defense, including but not limited to attorney's and expert witness fees.

Section 11: Indemnification.

11.1 BRAUN agrees to hold harmless and indemnify CLIENT from and against all claims, losses, damages, liability, costs, and reasonable costs of defense arising out of acts or omissions of BRAUN and its subcontractors, if any.

11.2 CLIENT agrees to hold harmless and indemnify BRAUN from and against all claims, losses, damages, liability, costs, and reasonable costs of defense arising out of or in any way connected with the acts or omission of CLIENT, CLIENT's employees and subcontractors, and others not under direct supervision and control of BRAUN, whether insured or not.

Section 12: Limitation of Liability.

12.1 In the event BRAUN is held liable for damages, the total cumulative liability of BRAUN, its affiliates, and their respective directors, officers, employees, agents and subcontractors shall not exceed 100% of the compensation received by BRAUN as its professional fee under this Agreement, or \$50,000, whichever is greater.

12.2 CLIENT agrees to notify all contractors and others who may perform work in connection with the project of the limitation of liability contained in Section 12.1, and to require as a condition precedent to performing work, the acceptance of a like limitation in favor of BRAUN. In the event CLIENT fails to obtain a like limitation of liability, CLIENT agrees to indemnify BRAUN from and against all liability to contractors and others in excess of the limitation amount.

12.3 In the event CLIENT does not wish to limit BRAUN's liability, BRAUN agrees to waive the limitation provided for in Section 12.1 upon

Consent _____

Agenda Item: F-1

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Approve plans to purchase ambulance.

SUBMITTED BY:

Leo Lindig, Fire Chief

REVIEWED BY:

Jan Wiessner

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The Capital Improvement Budget for 1990 provides for the purchase of a new ambulance to replace the 1979 ambulance. Funds budgeted for this purpose include \$67,000 for the vehicle and \$21,912 for equipment. Financing sources included in the budget include:

\$20,000	Donations	
3,000	Salvage value '79 ambulance	(?)
<u>65,912</u>	Capital Improvement Fund	
\$88,912		

The Department has prepared bid specifications for a Type III Ambulance. A copy of the entire bid spec package is available in the office. Chief Lindig will be present to answer questions.

Attachments:

- (a) Proposed Timeline
- (b) Bid Spec. Summary

ACTION REQUESTED:

JW

REQUEST FOR BIDS ...

TIME LINE TO PURCHASE NEW AMBULANCE

In order to receive good bids, we will be sending the specifications to several vendors. This is the bid schedule we would like to follow:

- May 24, 1989 Council consideration and approval of specifications and authorization to bid
- May 31, 1989 Publication of bids
- June 12, 1989 Bid opening - 3:00 P.M.
- June 21, 1989 City Council consideration of bids and award
- January 1
1990 Proposed date of delivery by successful vendor

TYPE III AMBULANCE

Types of Ambulances*

- Type I Conventional cab and chassis, on which is mounted a modular ambulance body. There is no passageway between the driver's and patient's compartments.
- Type II Commonly called a van-type ambulance. The body and cab form an integral unit, and most models have a raised roof.
- Type III Commonly called a specialty van ambulance. It has a forward cab and an integral body that is generally larger than that of a type-II ambulance. It has a walk-through compartment.

* Source: *Emergency Care, Fourth Edition, © 1986 by Prentiss-Hall.*

Type III Ambulance advantages over Type I Ambulance.

- Turning radius is three feet less, providing better maneuverability.
- Supports a larger module.
- Provides a smoother ride.
- Greater visibility.
- 85% of all ambulances being built.

Services currently using this style and size of vehicle in the Twin City Metropolitan area.

- Oakdale Fire Department
- North St. Paul Fire Department
- Mahtomedi Fire Department
- East County Line Fire Department
- Maplewood Police Department
- Cottage Grove Department of Public Safety
- Burnsville Fire Department
- Eden Prairie Fire Department
- Lower St. Croix Valley Ambulance Service

THE AMBULANCE

The ambulance is a vehicle for emergency care that provides a driver's compartment and a patient's compartment that usually can accommodate two EMTs and two litter patients. At least one of these patients must be able to be positioned so that intensive life-support measures can be provided during transport. The vehicle must be able to carry, at the same time, the equipment and supplies needed to provide optimum EMT-level emergency care at the scene and during transport. Equipment for light rescue procedures is recommended. Two-way radio communication with dispatch must be provided.

A good ambulance must be designed and constructed to provide maximum safety and comfort to patients and

EMTs and to prevent aggravation of the patient's condition and exposure to any factors that may complicate the patient's condition or threaten his survival.

According to federal specifications for emergency care vehicles, there are three types of ambulances. These are shown and described in Figure 1-19 a-c. The vehicle that meets these specifications is identified by "the star of life." The word "AMBULANCE" should appear in mirror image on the front so that the drivers of other vehicles can identify the unit as seen in their rear-view mirrors. The vehicle is to have warning lights, including flashing roof lights in the upper corners of the vehicle body (this often varies according to local laws and regulations).



Figure 1-19a. A type-I ambulance has a conventional cab and chassis, on which is mounted a modular ambulance body. There is no passageway between the driver's and patient's compartments.

no way to communicate



Figure 1-19b. A type-II ambulance is commonly called a van-type ambulance. The body and cab form an integral unit, and most models have a raised roof.



larger than Type II

Figure 1-19c. A type-III ambulance is commonly called a specialty van ambulance. It has a forward cab and an integral body that is generally larger than that of a type-II ambulance. There is a walk-through compartment.

85% of Ambulances Built

CITY OF FALCON HEIGHTS

ADVERTISEMENT FOR BIDS

Notice is hereby given that sealed bids will be received by the City Clerk of the City of Falcon Heights, 2770 West Larpenteur, Falcon Heights, Minnesota, 55113 until 3:00 P.M., Monday, June 12, 1989, at which time the bids will be publicly opened and read aloud for the purchase of:

One (1) new 1989 or 1990 model Type III Ambulance.

Specifications and proposal forms may be obtained from the office of the City Clerk, City of Falcon Heights, 2770 West Larpenteur, Falcon Heights, Minnesota, 55113. Each bid must be on the proposal form furnished by the City and shall be accompanied by a bidder's bond, certified check or cash deposit in an amount equal to a minimum of five percent (5%) of the amount of the bid, which shall be forfeited to the City in the event the successful bidder fails to enter into a contract with the city.

Each bid shall be clearly labeled: Type III Ambulance.

The City Council reserves the right to retain the deposits of the three (3) lowest bidders for a period not to exceed thirty (30) days after the date and time set for the opening of bids. The City Council reserves the right to reject any and all bids; to waive irregularities and informalities thereon and further reserves the right to award the contract to the best interest of the city.

Jan Wiessner
City Administrator

BID PROPOSAL SUMMARY

BID OPENING:

Honorable Mayor and City Council
City of Falcon Heights
2770 West Larpenteur
Falcon Heights, Minnesota 55113

Members:

The undersigned, being familiar with the conditions and specifications dated May 24, 1989, does hereby submit the following bid proposal:

Item: One (1) new 1989 or 1990 model Type III Ambulance.

Make: _____

Model: _____

Price: _____

Delivery will be made _____ days after notification.

Accompanying this bid is a bidder's bond, certified check or cash deposit in the amount of \$ _____ which is equal to five percent (5%) of the amount of the bid made payable to the City of Falcon Heights, Minnesota, and the same is subject to forfeiture in the event of default on the part of the undersigned to execute the prescribed contract within a reasonable and timely manner.

In submitting this bid, it is understood that payment will be made in a timely manner pending acceptance.

It is understood that the City Council reserves the right to retain the deposits of the three (3) lowest bidders for a period not to exceed thirty (30) days after the date and time set for the opening of bids and that the City Council reserves the right to reject any and all bids; to waive irregularities and informalities therein and further reserves the right to award the contract in the best interest of the City.

Signature of Bidder

Firm

Title

Date

GENERAL

It is the purpose of these specifications to establish minimum quality and performance standards for:

One (1) new 1989 or 1990 model Type III Ambulance.

Any bid in which a bidder has failed to show that the quotation is for a model regularly manufactured and as described within will not be considered.

The machine shall be equipped with all standard equipment as currently advertised by the manufacturer, whether or not specifically mentioned in this specification.

Any exceptions or variations from any of the stated specifications shall be made explicitly and clearly in writing in the "Exceptions" portion of the "Specifications" section.

Unit bid shall comply with all applicable state and federal regulations for a vehicle of this classification. Any variation shall be cause for rejection or return at dealer expense.

Service and Warranty:

The bidder shall furnish a standard manufacturer's Service and Warranty Policy and shall pay any costs of inspection and adjustment that may be necessary as provided by said service policy.

Delivery:

The unit shall be delivered by January 15, 1990 to the City, unless otherwise approved by the City, with acceptance subject to inspection and final approval by the City.

Payment:

Upon acceptance, payment will be made to the vendor after January 1, 1990.

Manufacturer's Specifications:

Complete manufacturer's specifications shall be submitted with each bid. Insufficient descriptive information may be cause for rejection of the bid.

Information:

Questions regarding the specifications may be directed to Ray Brown at 644-1654 or Dave Bianchi at 626-1827 or 644-7843.

Consent _____

Policy X

Agenda Item: F-2

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Planning Commission Parking Committee Report
(Discussion Only)

SUBMITTED BY:

Planning Commission

REVIEWED BY:

S.. Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The Planning Commission Ad Hoc Parking Committee has requested that Council review the attached report and give comments and recommendations. David Black will be available at the meeting to answer questions.

ACTION REQUESTED:

[Handwritten signature]

CONDITIONAL
USE
REQUEST
AMENDMENT
APPROVED
WITH
CONDITIONS

1. The operation is limited to sixteen (16) machines with the occupancy limit being posed as designated by the Fire Marshal.
2. Patrons of the Golf-O-Mat facility will be required to enter the establishment through the Golf Shop entrance.
3. Signs shall be posted, in accordance with the requirements in the City Code, requiring patrons to park in the south and west parking lots of the Bullseye Plaza Shopping Center.
4. Hours of operation in the Golf Leagues will be limited to 7:00 P.M. to 8:30 P.M. Monday thru Thursday.
5. The amount of retail square footage equal to the area occupied by the Golf-O-Mat facility shall have hours of operation which do not coincide with the hours of the golf leagues.
6. Each year the owners of the Bullseye Plaza shall supply the City with information regarding the Center's current tenant mix, hours and vacancies. This information will be used to review the parking plan for the Center. If it is determined that the Shopping Center is in violation of the parking variance, the Conditional Use Permit may be revoked.
7. A written agreement for an additional 13 parking spaces shall be in effect with property owner(s) within 500 feet of the Shopping Center.
8. Restaurant use shall be limited to 15 percent of the available retail space under this shared parking plan. Additional restaurant space would require full compliance with restaurant parking requirements in the City Code.

Upon a vote being taken, the conditional use amendment was approved unanimously.

Black presented the Parking Committee Report and asked for Planning Commission input. After a short discussion, Nesting moved, seconded by Duncan, to accept the preliminary draft report policy as a progress report. Motion carried unanimously.

NOTES FROM PARKING COMMITTEE MEETING

Meeting: 18 April 1989, 7:30-9:30pm, Council Committee room, City Hall

Attending: Dave Black, Ed Finegan, Anne Carroll; guest: Sue Gehrz, Grove Homeowner's Association president

(Notes prepared by Anne Carroll)

*Lee Barry
also***General Committee Direction** (combination of 4/11 and 4/18 meeting notes)

- Take general policies to Planning Commission for discussion/approval, then to Council. Then decide to what level of detail we go from there.
- Committee focus on residential (vs. commercial) parking issues
- Focus of the policies and associated regulations/processes generated by this Committee is not on temporary safety hazards, as those are to be handled by the Sheriff and Zoning Administrator per separate regulations and procedures.

Draft Policies (combination of 4/11 and 4/18 meeting notes)

- Streets are owned and maintained by the City for the benefit of City residents (including businesses and institutions) and public/emergency services *incl. UGM + State Fair*
- Parking policies should support the dominant residential (vs. commercial) character of the City
- Parking requirements associated with new development are subject to applicable parking ordinances
- Administrative costs associated with special parking regulations should be borne by those requesting the special regulations
- The City is responsible for administration of general parking policies and any special regulations, and for regular review of their effectiveness
- The preferred location for parking is off-street, but this is not to suggest that parking should be generally prohibited from City streets
- The primary use of streets is to carry traffic in a safe and efficient manner, with parking as a secondary use
- Per the City Code (7-1.01, Subd. 4.a): Parking regulations are intended to provide a safe and orderly parking environment, as well as to benefit residents, trade and commerce, and to promote the health, safety, order, convenience, and the general welfare

Excerpts from City Code, Chapter 7, Traffic and Motor Vehicles (distributed at meeting)

Section 7-1.01

- Subdivision 4 deals with parking and driving of motor vehicles on private property in relation to adequate ingress and egress of emergency vehicles; also deals with parking regulations being for ...protection of private property, the benefit of residents, trade and commerce, and the promotion of health, safety, order, convenience and the general welfare. Subdivision 5 deals with prohibition of various vehicles, by Council resolution, on public walks, walkways, and lanes

Section 7-1.02: Parking

- . Subdivision 2, b: No parking on street or public grounds for more than 48 consecutive hours
- . Subdivision 2, g: No vehicle on street of public ground within 5 feet of driveway without permission of the owner of driveway or his agent
- . Subdivision 2, h: No vehicle on public or private property, including commercial, without express written consent of property owner or agent

**Excerpts from Parking Policy memo from Paul Cierma to Jan Weissner, 1/8/89
(distributed at meeting)**

- . Primary use of streets is to carry traffic in a safe and efficient manner, with parking as a secondary use
- . Regarding parking, first goal is to provide a safe parking environment, then for the convenience of the residents
- . Process: Based on emergency conditions or by petition of group of residents
- . Solution options: Various no parking alternatives and permit parking

Miscellaneous implementation issues for further discussion

- . Street widths related to regulations
- . Traffic volume translated to nature of use/capacity/function related to regulations
- . Appropriate guidelines for future vs. current situations
- . Wide enough for two cars to pass with parking on both sides, vs. wide enough for single emergency vehicle to get through with parking on both sides, vs. ???
- . Implementation options/details regarding possible consideration of permit parking

Actions Before Next Meeting

- . Dave: Review Comprehensive Plan for relevant material and copy Committee members as appropriate
- . Dave/staff: Get committee members and Sue Gehrz color copies of the street width and parking restrictions maps (latter to Sue only) passed around at October parking workshop w/CC
- . Dave: Talk with Fire Chief about meeting with us about street widths and passage for emergency vehicles
- . Dave: Present draft policies to Planning Commission for review/approval, then revised policies to Council for review/approval; then Committee will move to implementation processes and procedures

(END of 4/18/89 meeting notes; file: plancomm)

Consent _____

Policy X

Agenda Item: F-3

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

1988 Audit Report

SUBMITTED BY:

George M. Hansen Company, P.A.

REVIEWED BY:

Jan Wiessner
Tom Kelly

EXPLANATION/SUMMARY (attach additional sheets as necessary):

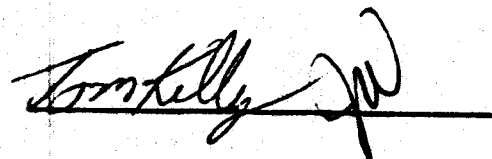
Dick Ellsworth of George M. Hansen Company will make a brief presentation on the 1988 audit .

Attachments:

- (a) Letter dated April 28, 1989 from Richard Ellsworth
- (b) Financial Report from George M. Hansen Company, P.A.

ACTION REQUESTED:

Approve Audit Report.



GMHCo

GEORGE M. HANSEN COMPANY, P.A.
A Professional Corporation of Certified Public Accountants

April 28, 1989

The City Council
City of Falcon Heights
Falcon Heights, Minnesota 55113

Dear Council Members:

During the course of our examination, we made certain observations relating to the system of internal control and accounting procedures which we are bringing to your attention in this letter.

We realize the difficulty of achieving an ideal system of internal control with a limited number of employees, but we feel the recommendations made in this letter can be implemented with the present staff and will strengthen the City's control over its operations and assets.

STATUS OF PRIOR YEARS' RECOMMENDATIONS

Action was taken during 1988 on prior years' recommendations in the areas of cash receipts, cash disbursements, and Treasurer's bond. The procedures initiated should help to improve internal control in these areas. We understand that work was started on fixed asset records - we supplied details from our work papers - but this was not completed, nor was action taken in the cost accounting/expenditure allocation area. We also understand that Council has begun an investment policy review in 1989.

CURRENT YEAR COMMENTS

Year-End Procedures - Certain year-end procedures were not handled completely correctly. We realize that the transition period before the present City Accountant started work was filled by a temporary clerk and this might have caused certain problems not expected to occur, but we want to bring these points to your attention for information and future reference purposes.

1. Checks written in January for 1988 were recorded as 1988 disbursements, resulting in an improper cutoff of cash. These amounts were reclassified as accounts payable in the balance sheet.
2. A print-out of open utility customers' accounts as of December 31, 1988 was not prepared, establishing the correct balance of accounts receivable. This had to be completed based on the December billing.

The City Council
City of Falcon Heights

April 28, 1989
Page 2

CURRENT YEAR COMMENTS (CONTINUED)

Cash Disbursements - Vendors' invoices or delivery slips attached thereto are not initialled by the department head indicating receipt of the goods or services being billed. This should be done.

Payroll Records - We noticed one case where a W-4 was missing from an employee's file. Procedures should be reviewed to ensure all required forms are completed and on file.

Fund Balance - The unreserved, undesignated General Fund balance at December 31, 1988 amounted to \$1,416,726. This amount equals 1.5 times the 1988 budgeted expenditures. The capital improvement funds had fund balances of an additional \$470,636. Unless the City has some specific capital or other major expenditures planned for the short or intermediate term future, it could become liable to criticism for accumulating excessive fund balances. We would be pleased to review these matters with you.

OPERATIONS

A discussion of the City operations follows:

General Fund

A comparison of the General Fund revenues and expenditures for 1988 to those for 1987 shows:

	<u>1988</u>	<u>1987</u>	<u>Increase (decrease)</u>
Revenue, before transfers	\$1,205,494	\$1,087,654	\$117,840
Expenditures, before transfers	<u>939,083</u>	<u>949,889</u>	<u>(10,806)</u>
Revenue over expenditures before transfers	<u>\$ 266,411</u>	<u>\$ 137,765</u>	<u>\$128,646</u>

The revenue increase is comprised of the following items:

General property taxes	\$ 23,525
Licenses and permits	(7,180)
Intergovernmental revenue	(16,270)
Charges for services	6,811
Fines and forfeits	5,986
Interest income	21,586
Insurance proceeds	73,860
Other, net	<u>9,522</u>
	<u>\$117,840</u>

The City Council
City of Falcon Heights

April 28, 1989
Page 3

OPERATIONS (CONTINUED)

General Fund (Continued)

The major changes in expenditures occurred in the following areas:

General government	
Administrator and clerk	\$ 24,011
Public safety	
Fire protection	11,439
Highways	(13,545)
General maintenance	10,003
Sanitation and waste removal	(20,886)
Parks and recreation	19,149
Other functions	<u>(50,116)</u>

General Fund revenue before transfers increased \$117,840 in 1988, or 10.8%, and exceeded budget by \$231,315, or 23.7%. The main item causing the increase was insurance proceeds of \$73,860 received on the fire loss of the park building. Property tax revenue increased \$23,525 and interest increased \$21,586 from the preceding year. Major variations from budget occurred as follows:

Interest	\$ 58,842
Fines and forfeitures	7,291
Licenses and permits	6,532
Charges for services	32,933
Other, net	51,857
Insurance proceeds	<u>73,860</u>

Expenditures before transfers decreased \$10,806 in 1988, or 1.1%, and were \$35,096 below budget. The main area of decrease occurred in highways and more than offset increases in general government and parks and recreation.

The City Council
City of Falcon Heights

April 28, 1989
Page 4

OPERATIONS (CONTINUED)

Enterprise Funds

Below is a summary of operations of the Sanitary Sewer Fund for the years 1986-1988:

	<u>1988</u>	<u>1987</u>	<u>1986</u>
Rental charges	<u>\$504,442</u>	<u>\$425,321</u>	<u>\$403,563</u>
Operating expense	\$502,529	\$385,960	\$355,905
Depreciation	24,049	22,000	20,738
	<u>\$526,578</u>	<u>\$407,960</u>	<u>\$376,643</u>
Operating income (loss)	<u>\$(22,136)</u>	<u>\$ 17,361</u>	<u>\$ 26,920</u>

A \$79,121 increase in rental charges, or 18.6%, was more than offset by a \$117,628 increase in disposal charges caused by an additional final cost allocation charge of \$95,256 for 1987.

Fees in the Storm Drainage Fund totaled \$25,851 compared to \$26,239 in 1987. Operating income amounted to \$6,017 and \$3,891, respectively.

* * * * *

We would be pleased to discuss the above comments with you at your convenience and to render any assistance you may require. We wish to acknowledge the courtesy and cooperation extended to us during our audit.

Very truly yours,

GEORGE M. HANSEN COMPANY, P.A.

Richard Ellsworth
by iac

Richard O. Ellsworth
ROE:iac

Field work completed April 4, 1989.

Consent _____

Agenda Item: F-4

Policy X

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Proposed Resolution R-89-12 Requesting Ramsey County to Restrict Parking along a portion of Larpenteur Avenue.

SUBMITTED BY:

Wayne Leonard, Ramsey County Engineer

REVIEWED BY:

Jan Wiessner
S. Chenoweth

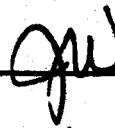
EXPLANATION/SUMMARY (attach additional sheets as necessary):

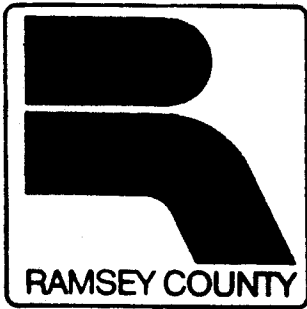
In order for Ramsey County to secure state aid funds for the proposed rehabilitation of Larpenteur Avenue, Oxford to Albert Street, it will be necessary to restrict parking in the area to be rehabilitated. The area to be posted "No Parking" in Falcon Heights is both sides of Larpenteur Avenue from Hamline to Albert. This should not have a great impact as the street is presently posted "No Parking" on all of the north side and most of the south side.

Attachments:

- (a) Wayne Leonard's letter dated May 4, 1989
- (b) Proposed Resolution

ACTION REQUESTED:

 _____



Ramsey County
DEPARTMENT OF PUBLIC WORKS

3377 North Rice Street
Saint Paul, Minnesota 55126
(612) 484-9104

Divisions of:
Engineering
Maintenance
Mobile Equipment
Environmental Services

May 4, 1989

Ms. Jan Wiessner
Clerk-Administrator
City of Falcon Heights
2077 West Larpenteur Avenue
Falcon Heights, Minnesota 55113

S.A.P. 62-630-31
Larpenteur Avenue
Pavement Rehabilitation

Enclosed is a copy of a proposed plan, an engineer's estimate, and a sample of a City resolution requesting parking restrictions for the concrete pavement rehabilitation project on Larpenteur Avenue from 400 feet west of Hamline Avenue to 600 feet east of Lexington Avenue in the Cities of Roseville, St. Paul and Falcon Heights. An associated project for the construction of traffic signals on Larpenteur Avenue at Hamline, Fernwood, Dunlap and Lexington will be built at the same time as this project.

The estimated cost for this project is \$255,720.15 as shown on the attached engineer's estimate. Ramsey County will be requesting County State Aid Highway fund reimbursement for 100% of the costs. Pending State Aid office approval, we would anticipate the work would be completed during the 1989 construction season.

After the road is rehabilitated it will be striped with the thru lanes adjacent to the curb for the entire length of the project, along with a center two-way left turn lane from 200 feet east of Hamline to 200 feet west of Fernwood. The portion west of Hamline Avenue will be restriped to its present markings.

* In order to secure state aid funding approval, parking will have to be restricted in the area to be rehabilitated. In addition, the lane shifts at Hamline because of the left turn pocket should have a formal parking restriction. Our procedure requires municipal concurrence prior to adoption of parking restrictions. Therefore, it will be necessary for the City to pass a resolution requesting the parking restrictions. The resolution, sample enclosed, is in accordance with that shown in the Mn/DOT state aid manual.

Kindly review the proposed plan and proposed parking resolution. If the City concurs with the project, arrange for the appropriate signature on the title sheet and a copy of the Council action approving the plans and parking restrictions. When you are ready, we will furnish the original title sheet for signature. If you have any questions, please contact me.


Wayne R. Leonard, P.E.
Coordinating Engineer

DES:m
Encs.

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Falcon Heights, Minnesota, was duly called and held in the Council Chambers in said City on the _____ day of _____, 1989, at _____.

The following members were present:

The following members were absent:

Councilmember Phil introduced the following resolution and moved its adoption:

**RESOLUTION REQUESTING RAMSEY COUNTY
TO RESTRICT PARKING ALONG A PORTION OF LARPENTEUR AVENUE**

WHEREAS, the County has planned the improvement of Larpenteur Avenue (CSAH 30) from Oxford Street to Albert Street; and

WHEREAS, the County will be expending County State Aid Highway funds (S.A.P. 62-630-31) on the improvement of said street; and

WHEREAS, said improvement does not conform to the approved minimum standards as previously adopted for such County State Aid streets and that approval of the proposed construction as a County State Aid street project must, therefore, be conditioned upon certain parking restrictions; and

WHEREAS, the extent of these restrictions, that would be a necessary prerequisite to the approval of this construction as a County State Aid project in the City, has been determined.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City requests the County to restrict the parking of motor vehicles on both sides of Larpenteur Avenue from Hamline Avenue to Albert Street.

Seconded by _____

Ayes - _____

STATE OF MINNESOTA)
)
COUNTY OF RAMSEY) SS.
)
CITY OF FALCON HEIGHTS)

I, the undersigned, being the duly qualified and appointed Clerk of the City of Falcon Heights, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City of Falcon Heights.

City Clerk

Consent _____

Policy X

Agenda Item: F-5

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

REQUEST FOR COUNCIL CONSIDERATION

ITEM DESCRIPTION:

Resolution R-89-11 - Awarding the Bid for 1989 Sealcoating

SUBMITTED BY:

Terry Maurer

REVIEWED BY:

S. Chenoweth

EXPLANATION/SUMMARY (attach additional sheets as necessary):

The area to be sealcoated this year is University Grove and all alleys except the alley South of Larpenteur, Albert to Hamline (done in 1988). The bid opening is scheduled for 10:00 A.M., May 23rd, and the bids and Terry's recommendation will be available prior to the Council meeting.

ACTION REQUESTED:

Awarding of bid *as amended*

SAC



7:15

BITUMINOUS ROADWAYS, INC.

2825 CEDAR AVENUE SOUTH / MINNEAPOLIS, MINNESOTA 55407 / PHONE (612) 721-2451

May 24, 1989

Ms. Jan Wiessner
City Administrator
City of Falcon Heights
2077 W Larpenteur Avenue
Falcon Heights MN 55113

RE: 1989 SEALCOATING PROGRAM

Dear Ms. Wiessner:

I understand that Bituminous Roadways, Inc. was the low bidder for the above referenced project. In reviewing our figures for this bid, I have discovered an error in our quoted price for "Bituminous Material CRS-2".

Specifically, in calculating our unit price, I neglected to include the costs for our asphalt distributors. These are the pressurized tank trucks which spray the oil on the road surface. If these costs are included, our corrected unit price should be \$0.72 per gallon.

Bituminous Roadways, Inc. is asking that the City of Falcon Heights authorize a Change Order to the Contract to correct this oversight. This correction will not change the overall ranking of the bids received, and is still in the best interest of the City of Falcon Heights.

Thank you for your consideration. Please call if you have any questions.

Sincerely,

BITUMINOUS ROADWAYS, INC.

A handwritten signature in cursive script that reads "Mark G. Bury".

Mark G. Bury, Vice President
Maintenance/Sealcoating Division

MGB/nl



CONSULTING ENGINEERS

Maier Stewart & Associates Inc.

May 23, 1989

File No: 330-014-20

Honorable Mayor and City Council
 City of Falcon Heights
 City Hall
 2077 W. Larpenteur Avenue
 Falcon Heights, MN 55113

RE 1989 STREET SEAL COATING PROGRAM - CONSTRUCTION BIDS

Dear Council Members:

We have tabulated the construction bids opened at 10:00 A.M., Tuesday, May 23, 1989, for the 1989 Street Seal Coating Program. The areas that will be seal coated are streets located in the University/Grove area and all city alleys.

There were three bidders. The following table lists the bidders and their bids. A tabulation is also attached for your reference.

Bituminous Roadways	\$15,046.00	+ 1300 = \$16,346.
Astech Corporation	\$19,094.00	
Allied Blacktop	\$22,162.00	

Bituminous Roadways, Inc., was the firm that did the seal coating in town last year. Their work on the project was satisfactory, therefore, we would recommend award to Bituminous Roadways, Inc., as the lowest responsible bidder. We would also request direction from City Council to return the bid bonds for the two unsuccessful bidders after a contract is executed with Bituminous Roadways, Inc.

Sincerely,

MAIER STEWART AND ASSOCIATES, INC.

Terry J. Maurer, P.E.

TJM/km
 enc.

BID TABULATION

PROJECT: 1989 STREET SEAL COATING
 OWNER: CITY OF FALCON HEIGHTS
 OPENING DATE: MAY 23, 1989
 ENGINEER: MAIER STEWART & ASSOCIATES, INC.

ITEM NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BIT. ROADWAYS, INC.		ASTECH CORP.		ALLIED BLACKTOP CO.	
				UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
				(\$)	(\$)	(\$)	(\$)	(\$)	(\$)
SCHEDULE 1.0 SEAL COATING									
	BITUMINOUS MATERIAL CRS-2	GAL	9400	0.59	5546.00	0.25	7990.00	0.95	8930.00
	2 SEAL COAT AGGREGATE FR-2	TON	450	17.00	7650.00	19.12	8604.00	22.50	10125.00
	BITUMINOUS PATCHING	SY	100	18.50	1850.00	25.00	2500.00	31.07	3107.00
T	SCHEDULE 1.0 SEAL COATING--Total				\$15,046.00		\$19,094.00		\$22,162.00

I HEREBY CERTIFY THAT THIS IS AN ACCURATE TABULATION OF THE BIDS RECEIVED FOR THE ABOVE MENTIONED PROJECT.

Terry J. Mauser

NAME: TERRY J. MAUSER
 DATE: MAY 23, 1989
 RW REG. NO.: 15316

CITY OF FALCON HEIGHTS

Meeting Date: 5/24/89

WORKSHOP

ITEM DESCRIPTION:

Training Film on "Dealing With the Injured Party"

SUBMITTED BY:

North Star Risk Services, Inc.

REVIEWED BY:

Staff

EXPLANATION/SUMMARY (attach additional sheets as necessary):

This is a short (approximately 15 minutes) film on "how to deal or how not to deal" with persons with complaints. Staff viewed the tape at a workshop presented by North Star and we thought it might be of interest (and entertaining) to Council.

ACTION REQUESTED:

SAC