

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

**AGENDA**  
**2/28/01**

- A. CALL TO ORDER: 7 p.m.
- B. ROLL CALL:       GEHRZ \_\_\_ HUSTAD \_\_\_ KUETTEL \_\_\_  
                          LINDSTROM \_\_\_ TALBOT \_\_\_  
                          WORTHINGTON \_\_\_ PHILLIPS \_\_\_  
                          ATTORNEY \_\_\_ ENGINEER \_\_\_
- C. COMMUNITY FORUM
- D. APPROVAL OF MINUTES: February 14, 2001
- E. PUBLIC HEARING: None
- F. CONSENT AGENDA:
  - 1. General disbursements through 2/22/01, \$123,440.69  
    Payroll, 2/1/01 to 2/15/01, \$9,927.24
  - 2. Licenses
  - 3. Authorization to retain Kunde Forestry Consultants
- G. POLICY AGENDA:
  - 1. Resolution 01-04 accepting the feasibility study and scheduling a public hearing date for the improvement for the 2001 alley projects.
- H. INFORMATION AND ANNOUNCEMENTS:
- I. ADJOURN TO JOINT MEETING/WORKSHOP WITH PLANNING COMMISSION

**DRAFT**

City of Falcon Heights  
City Council Minutes  
February 14, 2001

The meeting was called to order by Mayor Gehrz at 7:00 p.m.

PRESENT: Gehrz, Hustad, Kuettel, Lindstrom, Talbot. Also present: Worthington, City Administrator, Phillips, Deputy Clerk and John Anderson, Engineer.

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

APPROVAL OF MINUTES: The minutes of January 24, 2001 were approved.

CONSENT AGENDA:

Councilmember Hustad moved to approve the following consent agenda. The motion passed unanimously.

1. General disbursements and payroll
2. Licenses

POLICY AGENDA:

Request for authorization to use a portion of the city's population allocation fund from the Minnesota State Aid Account for the repair of streets in the Northome neighborhood in summer of 2001

Administrator Worthington explained that the city is allowed to use a portion of our MSA funds to cover repairs of local streets not on the state aid system. A resolution authorizing staff to go forward with a request to MnDOT for the funds needs to be adopted. Councilmember Kuettel verified that this work was for repair only and not a total reconstruction. Councilmember Hustad requested that resolution 01-02 be amended to remove the words "to wit" and replaced with the words "listed below". Councilmember Hustad made a motion to approve the amended resolution. The motion passed unanimously.

Request to adopt Resolution 01-03, authorizing the city to call a public hearing on the possible modification of Development District No. 1, and TIF Districts 1-2, and 2-1.

Administrator Worthington said that the House of Representatives is considering a bill that would prohibit modification or amendment of any TIF district certified before 1990. Both of the city's TIF Districts, as well as the accompanying Development District, were certified in the late 1980's. If the legislation passes, the city would not be able to modify or amend plans for those districts after April 30, 2001. Recommendation by the city's financial consultant is to adopt a resolution authorizing the city to hold a public hearing on April 11, 2001 on the proposed adoption in order to hear testimony from residents and business owners in regard to any modification proposed by the council. After brief discussion, Councilmember Kuettel moved to adopt the resolution authorizing the city to hold a public hearing on April 11, 2001. The motion passed unanimously.

Authorization for city staff to prepare and publicize open bidding for a new fire truck, triple combination pumper, to meet specifications

Administrator Worthington said staff is asking for authorization for preparation and publication of open bids for the purchase of a new fire truck, budgeted for \$200,000. The fire department wishes to replace the 1971 pumper as it had failed its last pump test leaving the city with inadequate pumping capacity. The fire truck committee researched and presented the specifications for the truck and Fire Chief Clem Kurhajetz answered specific questions from councilmembers. After brief discussion, Councilmember Hustad moved to authorize staff to prepare and publicize open bids for the purchase of a new fire truck. The motion passed unanimously.

Addendum - Appointment of Jim Deleo to the Planning Commission

Mayor Gehrz said the planning commission has eight commissioners and recommended appointment of Jim Deleo as its ninth commissioner which is the total number this commission may have. The commission will be involved in any redevelopment issues. Councilmember Lindstrom moved to approve the appointment. The motion passed unanimously.

Addendum – Authorization for administrator to hire for the position of Planning and Zoning Intern

Administrator Worthington said she is requesting formal authorization to hire a part-time planning and zoning intern. This person would carry out a wide variety of administrative and planning functions and it is a 20 hour per week position. Councilmember Kuettel moved to authorize the hiring of a part time intern. The motion passed unanimously.

INFORMATION AND ANNOUNCEMENTS:

Mayor Gehrz said there will be a joint Planning Commission/Council meeting on February 28 at 7 p.m.

ADJOURN

The meeting adjourned at 7:50 p.m. to a brief workshop.

Respectfully submitted,

Pat Phillips  
Deputy Clerk

CONSENT 1  
Meeting Date: 2/28/01

ITEM DESCRIPTION: Disbursements

SUBMITTED BY: Roland Olson, City Accountant

EXPLANATION/SUMMARY:

1. General disbursements through February 22, 2001, \$123,440.69
2. Payroll, 2/1/01 to 2/15/01,\$9,927.24

ACTION REQUESTED: Approval

1

APPROVAL OF BILLS  
PERIOD ENDING: \_2-23-01

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	LEAGUE OF MN CITIES	CITIES BULLETIN SUBSCRIPT	LEGISLAT	240.00
	LILLIE SUBURBAN NEWSPAPER	SUMMARY BUDGET DATA	LEGISLAT	42.88
	*** TOTAL	FOR DEPT 11		282.88
	AMERICAN OFFICE PRODUCTS	NAME BADGES	ADMINIST	74.55
	CARTRIDGE CARE	PRINTER/FAX REPAIR	ADMINIST	105.00
	CASH	U.S. POSTAGE	ADMINIST	4.95
39732	MIDWAY CHAMBER COMMERCE	MIDWAY CHAMBER MEETING	ADMINIST	42.50
39734	MN DEPARTMENT OF REVENUE	FEB 15 ST WITHHOLDINGS	ADMINIST	605.91
39733	PERA	PERA WITHHOLDINGS	ADMINIST	2,342.49
	RAMSEY COUNTY	FEB/01 INS PREMIUMS	ADMINIST	3,207.10
	POSTIGO,ELIZABETH	MILEAGE REIMBURSEMENT	ADMINIST	7.56
	POSTIGO,ELIZABETH	SILVERWARE FOR KITCHEN	ADMINIST	9.20
	*** TOTAL	FOR DEPT 12		6,399.26
	CASH	AUDIT EXPS	FINANCE	18.97
	GFOA	GFOA BLUE BOOK/GASB 34	FINANCE	99.00
	*** TOTAL	FOR DEPT 13		117.97
	CAMPBELL KNUTSON	JAN/01 LEGAL SVCS	LEGAL	1,806.35
	*** TOTAL	FOR DEPT 14		1,806.35
	CASH	DEAD WTR EVENT EXPS	COMMUNIC	48.04
	CASH	TELEPHONE EXP(LONG DIST)	COMMUNIC	9.53
	FBN, INC	PC ISSUES/TAPE DRIVE	COMMUNIC	42.50
39730	HERMAN CONTRACTING	SLEIGH RIDE WTN EVENT	COMMUNIC	500.00
	PETERSON, AUSTIN	DEAD OF WTR EXPS	COMMUNIC	135.36
	TARGET	DEAD WTR EVENT SUPPLIES	COMMUNIC	47.36
	FASTSIGNS	BANNER(DEAD OF WTR EVNT)	COMMUNIC	26.63
	*** TOTAL	FOR DEPT 16		809.42
	CITY OF NEW BRIGHTON	GIS USER GRP DATA ACCESS	PLANNING	485.00
	*** TOTAL	FOR DEPT 17		485.00
	XCEL ENERGY	ELECT - CIVIL DEF SIREN	EMERGENC	6.28
	*** TOTAL	FOR DEPT 21		6.28
	ST ANTHONY VILLAGE	MAR/01 POLICE SVCS	POLICE	34,221.16
	*** TOTAL	FOR DEPT 22		34,221.16
	AMERIPRIDE LINEN&APPAREL	LINEN CLEANING	FIRE FIG	39.96
	CAPITOL CITY MUTUAL AID	MEMBERSHIP DUES	FIRE FIG	50.00
	EMERGENCY APPARATUS MAINT	RADIATOR CAP REPAIR 757	FIRE FIG	46.84
	KINGS TRUE VALUE	CAR WASH	FIRE FIG	4.94
	SANDBERG,LAUREL	CPR UPDATE	FIRE FIG	72.71
	SANDBERG,LAUREL	EMT REFRESHER	FIRE FIG	253.00
	VERIZON WIRELESS	MOBILE PHONE CHRGS	FIRE FIG	21.37
	*** TOTAL	FOR DEPT 24		488.82
	BROWNING-FERRIS IND.	FEB/01 WASTE REMOVAL	CITY HAL	267.74
	BOARD OF WATER COMMISSNRS	H2O	CITY HAL	17.06
	BOARD OF WATER COMMISSNRS	S.S.	CITY HAL	11.69
	GRAINGER, W. W., INC.	LIGHT BULBS	CITY HAL	69.01

APPROVAL OF BILLS  
 PERIOD ENDING: \_2-23-01

CHECK#	VENDOR NAME	DESCRIPTION	DEPT.	AMOUNT
	OXYGEN SERVICE COMPANY	TANK RENTAL	CITY HAL	9.00
	FASTSIGNS	LETTERING FOR F250	CITY HAL	45.88
	*** TOTAL	FOR DEPT 31		420.38
	CASH	TRUCK PART	STREETS	10.82
	CASH	KUBOTA PART	STREETS	16.53
	CASH	TRUCK PART	STREETS	2.86
	SCHARBER & SONS	EQUIPMENT PARTS	STREETS	60.50
	TRI-STATE BOBCAT INC	BOBCAT REPAIR	STREETS	67.58
	TRI-STATE BOBCAT INC	SNOWBLOWER PART -BOBCAT	STREETS	60.40
	UNITED RENTALS	SUPPLIES/GLOVES	STREETS	17.25
	*** TOTAL	FOR DEPT 32		235.94
	BOARD OF WATER COMMISSNRS	H2O	PARK & R	67.05
	BOARD OF WATER COMMISSNRS	S.S.	PARK & R	23.38
	ICMA RETIREMENT TRUST 457	FEB/01 MAERTZ	PARK & R	100.00
	ICMA RETIREMENT TRUST 457	FEB/01 TRETSVEN	PARK & R	100.00
	KNOX LUMBER CO.	PLYWOOD	PARK & R	19.06
	XCEL ENERGY	ELECT TO 2/19	PARK & R	23.56
	XCEL ENERGY	ELECT/GAS COMM PARK	PARK & R	2,249.56
	ON SITE SANITATION	PORTABLE TOILET COMM PRK	PARK & R	70.65
	TRETSVEN, DAVE	MILEAGE REIMB/KUBOTA RPR	PARK & R	26.78
	*** TOTAL	FOR DEPT 41		2,680.04
	HOWARD GREEN COMPANYC.	FULHAM STORM SEWER ENGRG	STORM SE	338.24
	*** TOTAL	FOR DEPT 51		338.24
	SUPERIOR FORD INC	2001 F2W50 FORD PICKUP	PUBLIC W	24,141.67
	UNITED RENTALS	HITCHPARTS FOR F250	PUBLIC W	47.45
	*** TOTAL	FOR DEPT 65		24,189.12
	HOWARD GREEN COMPANYC.	ALLEYS	INFRASTR	226.53
	*** TOTAL	FOR DEPT 71		226.53
39731	BOARD OF WATER COMMISSNRS	FOLEY SS /H2O PYMT	SANITARY	56.27
	METROPOLITAN COUNCIL	MARCH/01 S.S.	SANITARY	40,702.13
	*** TOTAL	FOR DEPT 75		40,758.40
	EHLERS AND ASSOCIATES	NORTHHOME DEVELOPMENT	COMM. DE	641.25
	*** TOTAL	FOR DEPT 79		641.25
39735	WEBER,EILEENEN	JAN 16-31 PROF SVCS	MCAD	1,083.33
39735	WEBER,EILEENEN	FEB 1-15 PROF SVCS	MCAD	1,083.33
	WEBER,EILEENEN	VIDEO TAPES FOR CABLE	MCAD	59.60
	WEBER,EILEENEN	CABLE CREW SUBWAYS	MCAD	31.09
	*** TOTAL	FOR DEPT 84		2,257.35
	HOWARD GREEN COMPANYC.	NORTHHOME STREET ANALYSIS	NORTHHOME	7,076.30
	*** TOTAL	FOR DEPT 88		7,076.30
	*** TOTAL	FOR BANK 01		123,440.69



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

CHECK TYPE	CHECK DATE	EMPLOYEE NAME NUMBER	CHECK NUMBER	CHECK AMOUNT
COM	2 14 01	34 CLEMENT KURHAJETZ	30777	72.27
COM	2 14 01	35 LEO LINDIG	30778	52.53
COM	2 14 01	40 KEVIN ANDERSON	30779	33.94
COM	2 14 01	42 MICHAEL D. CLARKIN	30780	122.20
COM	2 14 01	66 ALFRED HERNANDEZ	30781	211.83
COM	2 14 01	74 MARK J. ALLEN	30782	53.74
COM	2 14 01	77 BARBARA J. LEMAY	30783	42.42
COM	2 14 01	80 MARY K RIGNEY	30784	81.21
COM	2 14 01	81 LAUREL F SANDBERG	30785	42.02
COM	2 14 01	82 DUSTIN P THUNE	30786	231.03
COM	2 14 01	85 DANIEL S JOHNSON-POWERS	30787	130.30
COM	2 14 01	86 GREGORY R YOUNGS JR	30788	42.02
COM	2 14 01	87 MICHAEL A. MCKAY	30789	48.48
COM	2 14 01	88 TRAPPER J. LAPPE	30790	56.98
COM	2 14 01	89 RICKY REVERING	30791	73.65
COM	2 14 01	90 ANDREW P SCHIPPEL	30792	60.72
COM	2 14 01	91 RICHARD H. HINRICHS	30793	83.23
COM	2 14 01	93 ROBERT BAKER	30794	50.51
COM	2 14 01	1003 HEATHER WORTHINGTON	30795	1237.27
COM	2 14 01	1007 PATRICIA PHILLIPS	30796	1009.37
COM	2 14 01	1013 WILLIAM MAERTZ	30797	1358.30
COM	2 14 01	1033 DAVE TRETSEVEN	30798	957.70
COM	2 14 01	1102 AUSTIN M. PETERSON	30799	524.78
COM	2 14 01	1103 DIANE MEYER	30800	24.01
COM	2 14 01	1136 ROLAND O. OLSON	30801	1136.81
COM	2 14 01	1142 ANTHONY ANDERSON	30802	324.18
COM	2 14 01	1143 COLIN B. CALLAHAN	30803	540.45
COM	2 14 01	1170 ERIC J BLOMQUIST	30804	41.56
COM	2 14 01	1173 ELIZABETH M. POSTIGO	30805	440.82
COM	2 14 01	1176 MICHAEL P ECKBERG	30806	169.92
COM	2 14 01	1181 LEAH A BICKLER	30807	154.11
COM	2 14 01	1184 MATTHEW W KRIEGLER	30808	55.41
COM	2 14 01	1199 BRETT J HOLMBERG	30809	100.89
COM	2 14 01	2000 ALFRED HERNANDEZ	30810	155.14
COM	2 14 01	2001 ADAM J DEQUESADA	30811	207.44

COMPUTER CHECKS	9927.24
MANUAL CHECKS	.00
NOTICES OF DEPOSIT	.00

\*\*\*\*TOTALS\*\*\*\* 9927.24

CONSENT 2  
Meeting Date: 2/28/01

ITEM DESCRIPTION: Licenses

SUBMITTED BY: Pat Phillips, Licensing Coordinator

REVIEWED BY: Heather Worthington, City Administrator

EXPLANATION/SUMMARY:

MUNICIPAL LICENSE

Premier Health of Roseville #01-634

ACTION REQUESTED: Approval



**ITEM: Authorization to retain Kunde Forestry Consultants**

**SUBMITTED BY: Heather Worthington, City Administrator**

**REVIEWED BY: Bill Maertz, Public Works Director**

**EXPLANATION:**

Summary: The council is being asked to enter into an on-going contract with Kunde Forestry Consultants to provide the services of a city forester for \$39.00 per hour for a professional forester and \$26.00 per hour for a technician along with mileage costs of .33 per mile. Kunde provided this service to the city last year, which includes checking for diseased trees on public and private property, and providing advice to the city tree program and some limited advice to property owners. The total cost for this service was \$3,765.00 in 2000, which was less than the \$4,000.00 budgeted. In past years the city hired a part-time forester to provide this service, however, it has been more cost effective to contract for this work. Although the city staff schedules when Kunde will make its office visits, a Kunde forester and inspector is available on a daily basis to city staff and residents on an as-needed basis. Staff received several compliments on the service last year, and Kunde supervised all of the Larpenteur Avenue plantings last summer and fall. Either party can terminate the contract with a 30 day notification. This leaves flexibility for the city to change the contractor if the service doesn't meet our expectations.

***Goal 4: To provide effective and responsive city government.***

**ATTACHMENTS:**

- Contract with Kunde Forestry Consultants for 2001

**ACTION REQUESTED:**

- Approve contract with Kunde Forestry Consultants for forestry services in 2001.

**PROPOSAL FOR SHADE TREE DISEASE CONTROL  
PROGRAM FOR FALCON HEIGHTS, MINNESOTA**

**SERVICE** - Kunde Co., Inc. agrees to conduct, supervise and otherwise carry out the Tree Disease Program in and for Falcon Heights, MN. The Tree Disease Program services to be provided by Kunde Co., Inc. include, but are not limited to, the following:

- a) Detection;
- b) Identification;
- c) Laboratory sampling, if and when necessary;
- d) Root graft disruption (if directed by City);
- e) Systematic reporting;
- f) Such other items and procedures as may be, from time to time necessary.

**COMPANSATION** - Kunde Co., Inc. agrees to undertake its duties hereunder at the hourly rate of **\$39.00** for Professional Forester consulting, and an hourly rate of **\$26.00** for Technician Inspector. Mileage shall be reimbursed at the rate of **\$0.33** per mile. The rate for the Vibratory Plow and Operator shall be at the available market rental rate (approximately **\$125.00/hr.**). The City shall also reimburse Kunde Co., Inc. for the cost of required materials, and supply expenses necessary to perform its obligations and duties hereunder provided that Kunde Co., Inc. shall not expend more than **\$300.00** for purchase of materials and supply expenses without prior written approval of the City. Kunde Co., Inc. shall submit periodic statements to the City setting forth the following:

- a) Number of hours worked at each hourly rate;
- b) Brief description of work performed;
- c) Quantity of material used;
- d) Cost of material used.

Payments due hereunder shall be made within thirty (30) days after the billing statement is received by the City.

**INDEMNITY** - Kunde Co., Inc. agrees to indemnify and otherwise hold the City of Falcon Heights harmless for any and all responsibility, liability or obligation resulting from its activities in conducting, supervising and otherwise carrying out the Shade Tree Disease Control Program in and for the City of Falcon Heights, MN.

**INSURANCE** - Kunde Co., Inc. shall provide the City of Falcon Heights with Certificates of Insurance for its general liability and worker's compensation policies. These insurance policies shall be kept in full force and effect during the term of the Agreement. Any changes in these policies must be immediately reported in writing to the City of Falcon Heights, MN.

**INDEPENDENT CONTRACTOR** - Kunde Co., Inc. is deemed to be an independent contractor for the purposes of the services it provides under this Agreement and shall not be entitled to any of the benefits usually accorded regular City employees, including but not limited to severance pay, health and welfare, insurance benefits, retirement credits, worker's compensation coverage, or any other similar rights or benefits that would apply to the present City of Falcon Heights employees.

**TERM** - Either of the parties may terminate this Agreement for any reason by giving the other party thirty (30) days written notice. The City of Falcon Heights agrees that any written notices will be sent to the following address:

Kunde Co., Inc.  
2311 Woodbridge Street  
Suite # 170  
Roseville MN 55113

Kunde Co., Inc. agrees that any written notices shall be sent to the following address:

City of Falcon Heights  
2077 West Larpentuer  
Falcon Heights, MN 55127-7099

**ITEM:** Resolution 01-04 accepting the feasibility study and scheduling a public hearing date for the improvement for the 2001 alley projects

**SUBMITTED BY:** Heather Worthington, City Administrator

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

Summary: The council is being asked to accept the feasibility study on the alley improvement project which was distributed at the 2/14/01 meeting, and to schedule a public hearing date for considering ordering this improvement. The staff met with property owners of the alleys proposed for reconstruction in the Northeast Quadrant and Hollywood Court neighborhoods at three meetings to present the project. The handout presented at the meeting and a summary of the comments from the first meeting are attached for your information. City staff proposes an assessment rate of \$29.00 per linear foot, which is the amount assessed for last summer's alley project in the Northome neighborhood. The assessment is typically spread over ten years with an annual interest charge, unless the property owner decides to pay the entire amount of the assessment in advance.

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

***Strategy 4. To maintain the city's infrastructure***

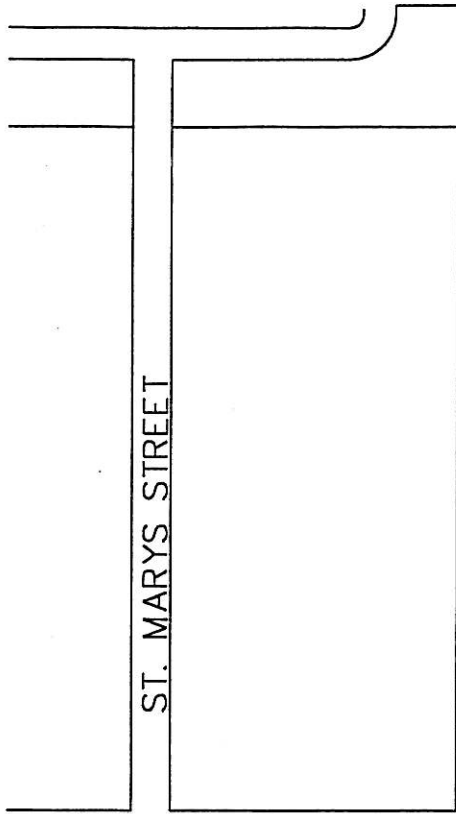
**ATTACHMENTS:**

- Comments from the three alley meetings held in January
- Resolution 01-04 accepting the feasibility report and scheduling a public hearing for March 14, 2001 at 7:00 p.m. on the improvement.

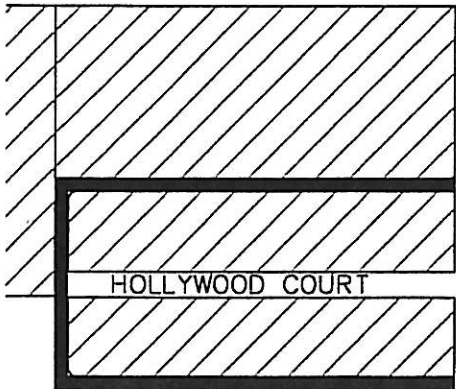
**ACTION REQUESTED:**

- Report from John Anderson, H.R. Green
- Questions and discussion
- Consider resolution 01-04 accepting the feasibility report and scheduling a public hearing for March 14, 2001 at 7:00 p.m. on the improvement.

January 24, 2001 4:30:33 p.m. images: w41.1f w412.1f



LARPENTEUR



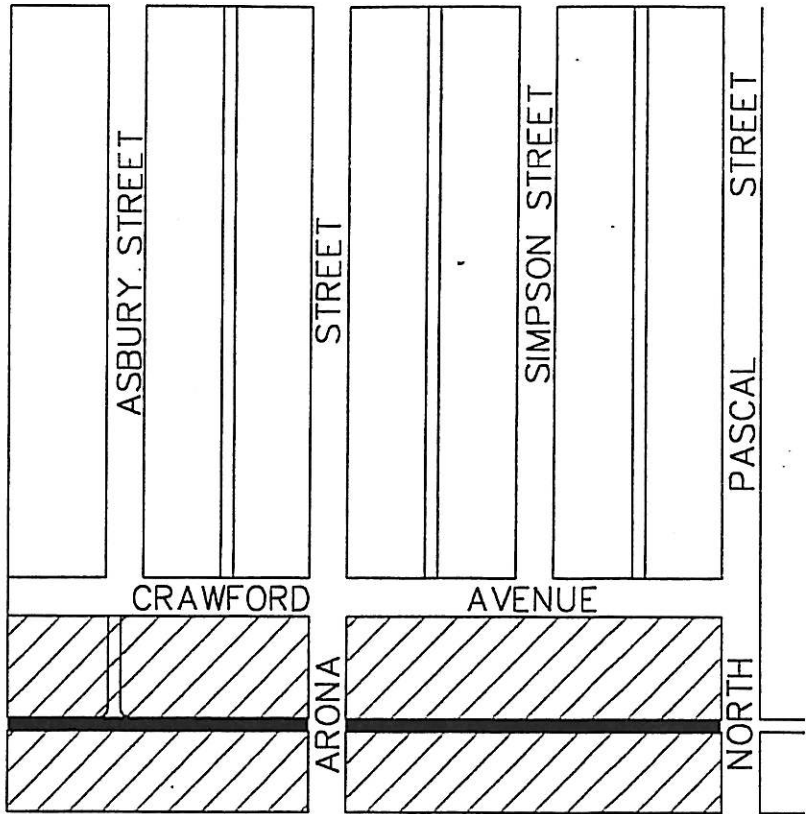
HOLLYWOOD COURT

STATE FAIR



0 300

SNELLING AVENUE



ASBURY STREET

STREET

SIMPSON STREET

STREET

CRAWFORD

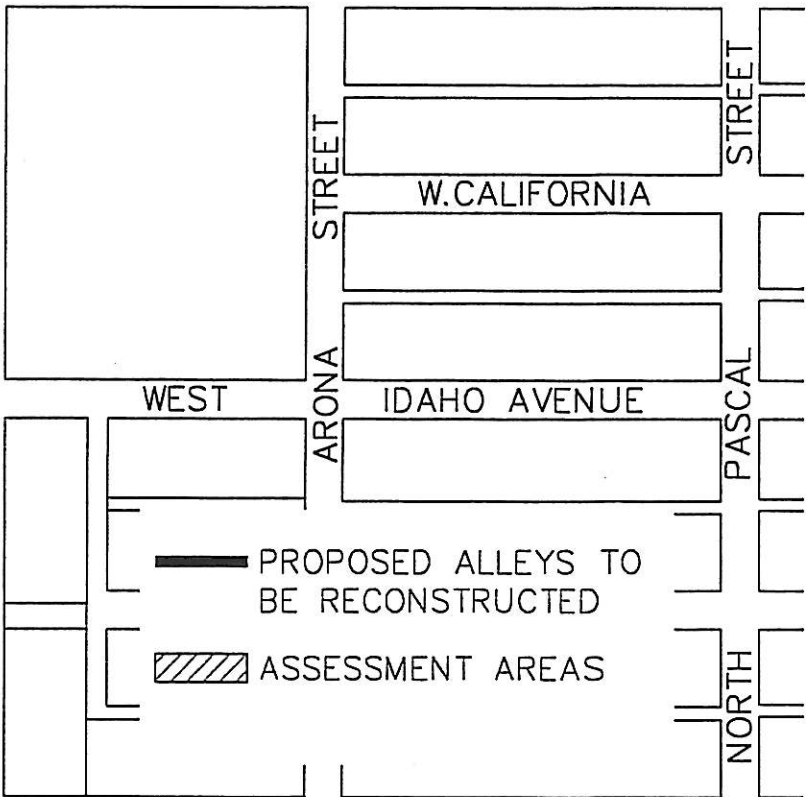
AVENUE

ARONA

NORTH

AVENUE

SNELLING AVENUE



STREET

W.CALIFORNIA

STREET

WEST

ARONA

IDAHO AVENUE

PASCAL

WEST

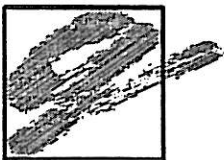
HOYT AVENUE

NORTH

PROPOSED ALLEYS TO BE RECONSTRUCTED

ASSESSMENT AREAS

B12700A\EXHIBITS.DWG

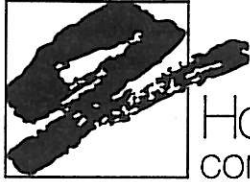


Howard R. Green Company CONSULTING ENGINEERS

2001 ALLEY IMPROVEMENTS PROJECT LOCATION AND ASSESSMENT AREA



CITY OF EXHIBIT FALCON HEIGHTS 1



Howard R. Green Company  
CONSULTING ENGINEERS

## MEETING MINUTES

Informational Meeting  
January 31, 2000 – 6:00 p.m.

City of Falcon Heights  
2001 Alley Improvements – Crawford Avenue West

The meeting was opened at 6:00 p.m. by Heather Worthington, City Administrator. She gave a brief introduction. John Anderson, Project Manager, reviewed the agenda for the meeting, including the alley history, project information, design considerations, estimated cost, excerpts from the City Assessment Policy, assessment rates, and project schedule.

John Anderson highlighted a few important project items as listed below:

- ♦ Falcon Heights has proactive street and alley program and the alleys proposed in this project are the last few to be completed.
- ♦ The improvement for this segment will only be a mill and overlay as the subgrade is in fairly good condition with no major pavement failures.
- ♦ An inverted crown will be used to direct storm water to Arona Street.
- ♦ No storm sewer will be added to the alley.
- ♦ All work will be within ROW and existing pavement width will remain.
- ♦ Project will be assessed at 100% of the project cost per front foot.

Question and answer period followed.

**Question: Will accessibility be an issue?** Response: No, the project will only last one or two days with accessibility to properties established each evening. Accessibility will only be limited during the Contractor's workday.

**Question: What is normal life of pavement with mostly commercial traffic and garbage trucks with not much resident traffic?** Response: The life of the pavement can vary, however the City has established a 4-year cycle for seal coating and does periodic maintenance, such as filling pot holes, to extend the life of the pavement. A mill and overlay would be completed prior to complete pavement failure. Reconstruction for this alley would be sometime in the future once it is determined that maintenance and overlays will no longer extend the life of the pavement.

**Question: How would complete reconstruction be assessed in regards to residential and commercial properties?** Response: Commercial properties would typically have a higher assessment rate than residential properties.

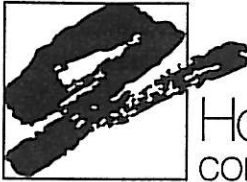
**Question: What about frozen storm sewer and water in alley?** Response: At this time it is more than likely due to the icy weather recently and storm sewer in the streets being frozen. City works to keep the gutter free of snow and opens up frozen storm sewers as necessary during the winter.

**Question: What about deep ruts in the alley?** Response: Plowing for alleys throughout the City are contracted out by the adjacent property owners, in this case solely by Shopping Center. This problem needs be taken up with the plowing contractor hired by the Shopping Center.

**Question: How will assessment need to be paid?** Response: You can pay off your assessment in full with the City until October 1<sup>st</sup> without accruing any interest, after that it will be forwarded to the County and put on your property taxes. It would be a 5-year assessment accruing interest at a rate determined by the City's current bond rating.







Howard R. Green Company  
CONSULTING ENGINEERS

## MEETING MINUTES

Informational Meeting  
January 31, 2000 – 6:30 p.m.

City of Falcon Heights  
2001 Alley Improvements – Crawford Avenue East

The meeting was opened at 6:30 p.m. by Heather Worthington, City Administrator. She gave a brief introduction. John Anderson, Project Manager, reviewed the agenda for the meeting, including the alley history, project information, design considerations, estimated cost, excerpts from the City Assessment Policy, assessment rates, and project schedule.

John Anderson highlighted a few important project items as listed below:

- ♦ Falcon Heights has proactive street and alley program and the alleys proposed in this project are the last few to be completed.
- ♦ The improvement for this segment is proposed to be a full pavement reconstruction as there are subgrade and drainage problems that have been identified and need to be corrected prior to re-paving.
- ♦ An inverted crown will be used to direct storm water to Arona Street and Pascal Street.
- ♦ Storm sewer may be added to help facilitate drainage due to lack of grade.
- ♦ All work will be within ROW and existing pavement width will remain.

Question and answer period followed.

**Question: What about any conflicts with gas mains?** Response: Gas Company would replace the gas main and services under the alley as part of this project if they determined it was required. They have already installed a new stub into the alley during the previous street reconstruction project.

**Question: What would the interest rate be?** Response: It should be in the neighborhood of 6-8% based on the City's bond rating. Falcon Heights has an A-1 bond rating, the best possible for this size city that the rate is based off of.

**Question: How is contractor determined?** Response: The project would be publicly bid and awarded to lowest responsible bidder.

**Question: Is there a reduced cost construction method?** Response: The alternative would be to mill and overlay the alley, however the life cycle for this method would not be acceptable. It would only be a temporary fix as there are underlying problems.

**Question: Is there a way to shorten the schedule?** Response: In order to complete all required processes as required by Chapter 429 of the Minnesota Rules for assessable projects, this would be difficult.

**Question: Will low October temps affect final product?** Response: Would only affect concrete if it were part of project. Lower temperatures will not affect the processes needed for this project.

**Question: How many currently have access from the alley?** Response: Two.

**Question: Where would storm sewer connect?** Response: Storm sewer was stubbed for this purpose when Pascal Street was reconstructed.

**Question: How will alley width be affected?** Response: The alley will be reconstructed to a more consistent width, possibly 16-foot wide, but no wider than existing. This will be done to minimize impacts to adjacent properties.

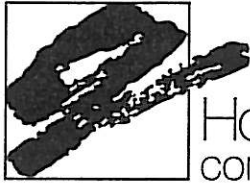
**Question: Will driveways be adjusted if alley grades change?** Response: Yes, the adjacent driveways will be reconstructed as much as necessary to make a smooth transition from the alley into the property.

**Question: Do garbage trucks affect the pavement more?** Response: Yes, the heavier vehicles impact to the alleys is much greater than passenger vehicles. Even more so than one garbage truck making the trip down the alley it is the many providers making the same trip each week.

**Question: Where did \$29/FF assessment rate come from?** Response: This rate was set based on the 2000 alley improvement project. This rate of \$29/FF is much less than what the City's assessment policy states it could assess. The City could assess up to 90% of the cost of a project of this type. The City feels that the rate of \$29/FF should be used so that properties being assessed during this project aren't penalized for not being part of last years projects.

**Question: What is next step?** Response: The Feasibility Study and comments from this meeting will go to City Council where they will review the findings and decide what should be done.





Howard R. Green Company  
CONSULTING ENGINEERS

## MEETING MINUTES

Informational Meeting  
January 31, 2000 – 7:30 p.m.

City of Falcon Heights  
2001 Alley Improvements – Hollywood Court

The meeting was opened at 7:30 p.m. by Heather Worthington, City Administrator. She gave a brief introduction. John Anderson, Project Manager, reviewed the agenda for the meeting, including the alley history, project information, design considerations, estimated cost, excerpts from the City Assessment Policy, assessment rates, and project schedule.

John Anderson highlighted a few important project items as listed below:

- ♦ Falcon Heights has proactive street and alley program and the alleys proposed in this project are the last few to be completed.
- ♦ The improvement for this segment is proposed to be a full pavement reconstruction as there are subgrade and drainage problems that have been identified and need to be corrected prior to re-paving.
- ♦ An inverted crown or bituminous curb will be used to direct storm water to the existing drainage swale to the west and to the Snelling Avenue frontage road.
- ♦ No storm sewer should be necessary.
- ♦ All work will be within ROW and existing pavement width will remain.

Question and answer period followed.

**Question: When was alley paved?** Response: It was reconstructed and paved somewhere around 1977 was offered as a response by a resident.

**Question: Has alley had proper maintenance?** Response: It was seal coated once in the last 12 years. It should have been seal coated several more times in this time frame. The City is working to maintain a 4-year seal coating cycle.

**Question: Is seal coating assessable?** Response: No. Maintenance such as seal coating, crack filling, and filling of potholes is not assessable.

**Question: Can MSAS funds be used on local streets now that the system is certified?** Response: Yes it can be used for street repairs, but not alleys under the City's current policy.

**Question: Is this alley really a street?** Response: Snow plowing of these alleys is done, as there is no way for the plows to turn around and in turn plow the alleys for access. These alleys meet the City's definition of an alley for right-of-way and pavement width and use regardless of how the original plating was defined.

**Question: If inverted crown used, how deep is the center?** Response: The channel down the center would be approximately 2" lower than the outside edge of the pavement. Snow plowing would be most effective with 2 passes with this design.

**Question: How will soft spots be handled?** Response: Project inspector would assess this situation and make corrective measures as the existing material is removed.

**Question: Why is plowing rather poor at times?** Response: The alley proves to be tight quarters for maneuvering the plows due to sharp corners, trees and other obstacles. Possible elimination of curb could help with easier plowing.

**Question: The Corner breaks off pavement in the NE corner of the area. Could curb be installed to keep vehicles from cutting corner?** Response: Could install curb or boulder, but this could create difficulty for snow plowing and garbage trucks and create other problems with these services.

**Question: How does assessment go on taxes?** Response: Assessment will automatically go onto property taxes if not paid by the October 1<sup>st</sup> deadline.

**Question: How do untaxed entities pay?** Response: Voluntary payment agreements. These properties can't be forced to pay even if there is an agreement.

**Question: What does City tax cover?** Response: Public safety, fire, street maintenance, etc.

**Question: What about construction during fair?** Response: Construction could be possible during the State Fair as this area is secluded and is not susceptible to parking problems experienced in other areas. St. Paul does traffic control and the City of Falcon Heights would need to discuss this with them.

**Question: Would July be earliest to start?** Response: Yes. This is due to the Chapter 429 process for assessable projects and scheduling around other projects being bid this year.



**COUNCIL RESOLUTION**

Date: 2/28/01

**RESOLUTION RECEIVING REPORT AND  
CALLING HEARING ON IMPROVEMENT**

WHEREAS, pursuant to resolution of the council adopted December 13, 2000, a report has been prepared by Howard R. Green Company with reference to the improvement of the following alleys:

1. Alley segment north of Hollywood Court, west of Snelling Avenue.
2. Alley segment south of Hollywood Court, west of Snelling Avenue.
3. Alley segment between Crawford Avenue and Larpenteur Avenue from Snelling Avenue to Arona Street.
4. Alley segment between Crawford Avenue and Larpenteur Avenue from Arona Street and North Pascal Street.

and this report was received by the council on February 14, 2001.

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost effective, and feasible,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FALCON HEIGHTS, MINNESOTA:

1. The council will consider the improvement of such alleys in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$242,500.
2. A public hearing shall be held on such proposed improvement on the 14th day of March, 2001, in the council chambers of the city hall at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 28th day of February, 2001.

Moved by: \_\_\_\_\_

GEHRZ \_\_\_\_\_ In Favor

TALBOT

HUSTAD \_\_\_\_\_ Against

LINDSTROM

KUETTEL

Approved by: \_\_\_\_\_

Mayor

\_\_\_\_\_, 20

Date

Attested by: \_\_\_\_\_

City Clerk

\_\_\_\_\_, 20

Date