

CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue
AGENDA
January 22, 2025 at 7:00 P.M.

- A. CALL TO ORDER:
- B. ROLL CALL: GUSTAFSON____ LEEHY____ MEYER ____
MIELKE ____ WASSENBERG____
- STAFF PRESENT: LINEHAN____
- C. APPROVAL OF AGENDA
- D. PRESENTATION
- E. APPROVAL OF MINUTES:
1. January 8, 2025 City Council Meeting Minutes
2. January 8, 2025 City Council Special Workshop Meeting Minutes
- F. PUBLIC HEARINGS:
1. Public Hearing for the 2025 Pavement Management Program and Resolution 25-06 Ordering Improvement and Preparation of Plans and Specifications
- G. CONSENT AGENDA:
1. General Disbursements through 1/16/25: \$829,379.04
Payroll through 1/12/25: \$22,798.41
 - 1/7/25: \$8,560.87
 - 1/12/25: \$14,237.54Wire Payments through 1/12/25: \$283,087.33
 - Payroll: \$12,087.33
 - Bond and Interest Payment: \$271,000
2. Approval of City Licenses
3. Approval of Resolution 25-07 Accepting Resignation of Mishy Wang from the Community Engagement Commission
- H: POLICY ITEMS:
1. Consideration of Approving Resolution 25-08 and Proposal from DDA Human Resources, Inc. (DDA HR) as City Strategic Goal Setting Facilitator
- I. INFORMATION/ANNOUNCEMENTS:
- J. COMMUNITY FORUM:
Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

K. ADJOURNMENT:

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CITY OF FALCON HEIGHTS
Regular Meeting of the City Council
City Hall
2077 West Larpenteur Avenue

MINUTES
January 8, 2025 at 7:00 P.M.

A. CALL TO ORDER: 7:00 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_ MEYER_X_

MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_

C. APPROVAL OF AGENDA

Linehan comments the agenda has been amended since it was published on Friday and the amendments are noted on the current agenda.

Unanimous approval of the agenda

D. PRESENTATION

E. APPROVAL OF MINUTES:

1. December 23, 2024 City Council Meeting Minutes

Councilmember Meyer motions to approve the minutes;
Approved 5-0

F. PUBLIC HEARINGS:

G. CONSENT AGENDA:

1. General Disbursements through 12/31/24: \$38,087.94
Payroll through 12/31/24: \$27,668.27
Wire Payments through 12/31/24: \$17,743.09
2. Approval of City Licenses
3. Approval of Resolution 25-01 Designating Official Depositories for 2025
4. Designating the City's Official Newspaper as the Pioneer Press for 2025
5. Affirming the Elected Official Out-of-State Travel Policy
6. Appointing Jim Wassenberg as Acting Mayor
7. Reappointing Commission Members
8. Appointing Councilmembers as Liaisons for City Commissions
9. Reviewing and Adopting Council Standing Rules and Council / Advisory
Commission Roles and Guidelines
10. Approval of Resolution 25-02 Designating 2025 Data Practices Policy for the Public
and Officials
11. Approval of Resolution 25-03 Master Traffic Signal Agreement with Ramsey County

12. Approval of Resolution 25-04 Supporting Grant Application Submission for Grant Funds Through the University of MN Good Neighbor Fund
13. Approval of Resolution 25-05 Authorizing a Budget Amendment and Funds Not to Exceed \$10,000 for the Renovation of a City Hall Public Safety Office

Mayor Gustafson motions to approve the consent agenda;
Approved 5-0

Leehy thanks commissioners for serving on their respective commissions.

Linehan explains that there is a vacant office on the Public Works side of City Hall that is being renovated to allow an office for the St. Anthony Police Officers. Staff is requesting the authorization of funds in case it's needed.

H: POLICY ITEMS:

I. INFORMATION/ ANNOUNCEMENTS:

Leehy notes the Community Engagement Commission has openings and encourages residents to apply.

Mielke reminds everyone that there is a donation drop-off for household cleaning supplies and personal hygiene products at City Hall for the International Institute of Minnesota through January 17th. There is also a special election on Tuesday, February 11 for Ramsey County Commissioner for District 3. Absentee voting is available at the Plato Building.

Linehan announces both ice rinks at Curtiss Field and The Grove Park are open. Public Works is also working on repairing the speed trailer since it was vandalized in the summer of 2024. Seven streetlights were damaged in the Grove neighborhood due to copper wire theft. A contractor came in for emergency repairs but determined the underground conduit is frozen and repairs won't be taking place until the ground thaws, which is likely spring.

J. COMMUNITY FORUM:

Please limit comments to 3 minutes per person. Items brought before the Council will be referred for consideration. Council may ask questions for clarification, but no council action or discussion will be held on these items.

1402 Iowa Ave. W.

The resident explains they received a letter and map regarding the streets that will be redone in the Northome neighborhood and is looking for clarification on the assessment policy.

K. ADJOURNMENT: 7:15 PM

Councilmember Meyer motions to adjourn the meeting;
Approved 5-0

Randall C. Gustafson, Mayor

Dated this 22nd day of January, 2025

Jack Linehan, City Administrator

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CITY OF FALCON HEIGHTS
City Council Special Workshop
City Hall
2077 West Larpenteur Avenue

MINUTES

Wednesday, January 8, 2025
7:15 P.M.

A. CALL TO ORDER: 7:17 PM

B. ROLL CALL: GUSTAFSON_X_ LEEHY_X_
MEYER_X_ MIELKE_X_ WASSENBERG_X_

STAFF PRESENT: LINEHAN_X_

C. POLICY ITEMS:

1. City Commission Stipend Discussion

Linehan explains during the 2025 budget process, one of the council recommendations was to include a stipend for commissioners. This was included in the final budget at \$21,000 annually or \$50 per meeting, per commissioner as a budget figure. This calculation was used to determine a budget figure and is not final. Staff has been working on an implementation plan but had some questions for the Council.

- If a stipend is recommended, how much should it be and what commissions should be included (i.e. ad-hoc commissions or task forces included?)
- Should the pay be automatic, or only awarded based on attendance?
- Should officers receive a stipend at the same amount, or more to account for the additional work?

Linehan also explains staff has been researching the topic with the League of Minnesota Cities and the City Attorney. There were questions about the sick and safe time that the state introduced last year, but the attorney was able to clarify that this does not need to be tracked for commissioners, as they would not “work” more than 80 hours annually. Lastly, there are ordinances from other cities included for reference as well as current city code regarding city commissions. He points out this would be a good opportunity to update other aspects of the code related to commissions.

Wassenberg and Mielke comment it’s a good way to diversify commissions and encourage attendance by providing a stipend.

Gustafson wonders if an attendance record will need to be kept and by who. Linehan suggests a sign-in sheet at each meeting, and attendance is recorded in the minutes.

The council discusses that commissioners will receive the stipend if they attend the majority or duration of the meeting. There is no need to differentiate the amount for the chair versus other commissioners.

Mielke wants to be cognizant of ensuring commissions meet monthly. Leehy notes that sometimes the meetings fall on holidays, or they don't meet during the summer because there is no activity, and it would be forcing a meeting. It can be tricky to schedule an interim meeting due to the council chamber's availability.

Linehan comments attendance and meeting guidelines are in the standing rules of each commission.

Meyer looks at the stipend amount and feels \$50 is sufficient to cover a babysitter, for example. The council agrees.

The council wonders about income taxes and whether commissioners can be treated as independent contractors. Linehan answers that the direction from the League of Minnesota Cities is to treat commissioners as employees, and the stipend would be reportable income; they would receive a W2, similar to the council. Leehy suggests allowing the commissioners to not accept the stipend and just volunteer.

Wassenberg adds that commissioners should still receive the stipend even if there is no quorum and an unofficial meeting.

Leehy wonders about insurance and liability if commissioners are on the payroll. She also asks about off-duty responsibilities and whether there will be more onboarding guidelines, similar to council onboarding. Linehan answers that council members are not held to the standards of the personnel policies, but he is unsure about commissioners as they are appointed.

The council discusses the merits of annual or quarterly appointments of a group of commissioners and resignations. This would allow for a more robust onboarding. Leehy points out that often people don't want to wait too long to get appointed or they will fill their time with another activity. She also feels there is not enough competition for commissioner spots. The council discusses the onboarding process and keeping track of commissioners' individual terms. Wassenberg prefers having a commissioner's term start when they get appointed by the Council instead of doing annual or quarterly appointments.

Meyer agrees with Wassenberg on having terms start right away and wonders if the Council is open to changing the term limits. The council prefers to keep the term limits to ensure new commissioners with fresh ideas are brought in and others don't burn out.

The council discusses the publications of commission openings next. Linehan explains that until the council officially accepts a resignation, openings are not publicized. However, residents can submit an open application at any time. Leehy points out that one responsibility that should be clarified to all commissioners is to recruit other commissioners.

The council continues to talk about the benefits of quarterly or annual commissioner appointments. Linehan explains the current interview process and wonders if paying commissioners a stipend could make joining more competitive and provide more applicants. There are various ways to have the interview process. Leehy points out first rolling out the stipend and see if it creates more competition amongst commissioner

applicants. Wassenberg feels commissioners should start their term when they are appointed, and that should be used to compute their term. Linehan agrees with that update to the city code.

Mielke wonders about terms for youth commissioners and suggests allowing them to serve 1-year terms and giving them the ability to vote. Council agrees. They continue to discuss the resignation process because, without the formal resignation, the vacancy cannot be publicized and could hold up filling the position. Linehan believes that because they are appointed, the resignation cannot be handled administratively.

Leehy departed at 8:09 PM

Wassenberg brings the conversation back to the stipend discussions and wonders if other costs would significantly increase. Linehan believes that it would not be significant. The council is in consensus about the \$50 stipend.

Linehan notes this provides a good framework for staff to continue updating. He agrees the rules and requirements around youth commissioners should be spelled out better, especially regarding age and whether they will be receiving a stipend. Gustafson wonders whether we keep a spot open just for a youth commissioner or would they be additional. The council agrees that having a youth commissioner is a great addition.

D. ADJOURNMENT: 8:23 PM

DISCLAIMER: City Council Workshops are held monthly as an opportunity for Council Members to discuss policy topics in greater detail prior to a formal meeting where a public hearing may be held and/or action may be taken. Members of the public that would like to make a comment or ask questions about an item on the agenda for an upcoming workshop should send them to mail@falconheights.org prior to the meeting. Alternatively, time is regularly allotted for public comment during Regular City Council Meetings (typically 2nd and 4th Wednesdays) during the Community Forum.

Randall C. Gustafson, Mayor

Dated this 22nd day of January, 2025

Jack Linehan, City Administrator

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REQUEST FOR COUNCIL ACTION

Meeting Date	January 22, 2025
Agenda Item	Public Hearing F1
Attachment	Feasibility Report, Presentation, Resolution
Submitted By	Erik Henricksen, City Engineer

Item	Public Hearing for the 2025 Pavement Management Program, 25-01, Order Improvement and Preparation of Plans and Specifications
Description	On December 11, 2024, the City Council received the feasibility report for the 2025 Pavement Management Program, 25-01, and ordered the public hearing. The feasibility report details the proposed design, neighborhood impact, and estimated cost of the proposed 2025 Pavement Management Program. The report finds the project to be feasible, necessary, and cost-effective. The proposed project involves full depth reclamation, spot curb replacement, spot utility improvements and paving the streets in the Falcon Woods neighborhood which includes Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave, as well as the Northome neighborhood which includes California Ave W, Idaho Ave W, and Iowa Ave. Trails within the Falcon Woods area are proposed for rehabilitation as well. Prior to opening the hearing, City staff will present general information regarding construction, standards, and assessments that apply for this project. Following Minnesota Statutes, Chapter 429, notice of the public hearing must be posted twice prior to the meeting; this was done in the St Paul Pioneer Press on January 9, 2025 and January 16, 2025. A notice was also sent to each property proposed to be assessed as a part of this project.
Budget Impact	This project has the following funding sources from the State, City and property owners along the streets being considered for improvements: • Assessments levied in accordance with the City's assessment policy; • Municipal State Aid (MSA) funding through the State of Minnesota's gas tax; • Street infrastructure funds; and • Storm utility funds for repairs needed to the existing utility system The Feasibility Report describes the costs and funding in more detail, and it is summarized in the table below:

	Falcon Woods Neighborhood: Assessments: \$348,000 Local Street Fund: \$271,000 MSA (gas tax): \$271,000 Sanitary Sewer Fund: \$ 54,000 <u>Storm Sewer Fund:</u> \$155,000 Total Funding Estimate: \$1,099,000 Northome Neighborhood: Assessments: \$297,000 Local Street Fund: \$309,000 MSA (gas tax): \$309,000 <u>Sanitary Sewer Fund:</u> \$ 16,500 Total Funding Estimate: \$931,500
Attachment(s)	Feasibility Report Presentation Resolution 25-06
Action(s) Requested	Staff recommends the following Council actions: 1. Hold Public Improvement Hearing 2. Adopt Resolution Ordering Improvement and Preparation of Plans and Specifications for the 2025 Pavement Management Project



Feasibility Report

2025 Pavement Management Program Falcon Woods & Northome Pavement Management Project Project FH 25-01

Autumn Street, from Roselawn Avenue to Roselawn Avenue
Prior Avenue N, from Autumn Street to Howell Street North
Summer Street, from Moore Street to Howell Street N
Moore Street, from Summer Street to Garden Avenue
Howell Street N, from Summer Street to Garden Avenue
Garden Avenue, from Moore Street to Howell Street N
California Ave W, from Arona Street to Hamline Ave N
Idaho Ave W, from Snelling Ave N to Hamline Ave N
Iowa Ave W, from Curtis Field Park to Hamline Ave N

Prepared by: Erik Henriksen
City Engineer
City of Falcon Heights

I hereby certify that this feasibility report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

_____, P.E.
Licensed No. 59414

EXECUTIVE SUMMARY

This feasibility report has been prepared for the 2025 Pavement Management Project, FH 25-01. The project was initiated by council/staff as part of the City's Pavement Management Program. This report examines the proposed project including necessity, funding, estimated cost, cost effectiveness and overall feasibility of the project. A map showing the street locations can be found on Page 3.

Scope of Work

Falcon Woods Neighborhood (Full Depth Reclamation)

The Falcon Woods neighborhood, consisting of Autumn Street, Prior Avenue N, Summer Street, Moore Street, Howell Street N, and Garden Avenue, is proposed for pavement reclamation to address deficiencies in the pavement and base section of the roadways. This area is proposed for spot curb replacement, spot utility improvements, repair to select storm sewer manholes and catch basins, trail connection rehabilitation, and minor work in stormwater best management practices (BMP).

Northome Neighborhood (Full Depth Reclamation)

The Northome neighborhood, consisting of California Ave W, Idaho Ave W, and Iowa Ave W is also proposed for pavement reclamation to address deficiencies in the pavement and base section of the roadways. Spot curb replacement and repair to select sanitary sewer manholes are also proposed.

Project Cost

The total project cost is estimated to be \$2,030,500; with \$1,099,000 for the Falcon Woods Neighborhood and \$931,500 for the Northome Neighborhood. This also includes contingencies and overhead costs. Funding for the project will be provided through assessments from the benefitting properties, utility funds, street infrastructure funds, and Municipal State Aid (MSA) funds. A summary of the estimated project costs and funding sources by area are as follows:

Falcon Woods Neighborhood

Full Depth Reclamation Costs:	\$870,000
Storm Sewer Costs:	\$155,000
Sanitary Sewer Costs:	\$ 54,000
Trail Rehabilitations:	\$ 20,000

Funding:

Approximated Assessments:	\$348,000
Street Fund:	\$271,000
Municipal State Aid:	\$271,000
Storm Sewer Fund:	\$155,000
Sanitary Sewer Fund:	\$ 54,000

Northome Neighborhood

Full Depth Reclamation Costs:	\$915,000
Storm Sewer Costs:	\$ 0
Sanitary Sewer Costs:	\$ 16,500

Funding:

Approximated Assessments:	\$297,000
Street Fund:	\$309,000
Municipal State Aid:	\$309,000
Storm Sewer Fund:	\$ 0
Sanitary Sewer Fund:	\$ 16,500

Project Schedule

If this project is approved, the proposed project schedule is shown below. Council Action items are noted with a "CC":

CC Receive Feasibility Report and Set Improvement Hearing	December 11, 2024
Neighborhood Meeting	January 9, 2025
CC Improvement Hearing, Order Improvement, and Authorize Preparation of Plans & Specifications	January 22, 2025
CC Approve Plans & Specifications, and Order Advertisement for Bid	February 2025
Bid Opening	February 2025
CC Award Contract	March 2025
Construction Start	Summer 2025
Substantial Completion	Fall 2025
CC Set Assessment Hearing	October 2025
CC Assessment Hearing	October 2025

Recommendation

Based on the data within this report, the proposed 2025 Pavement Management Project, FH 25-01, is feasible, necessary, cost-effective and will benefit the City of Falcon Heights.



STREETS

Existing Conditions

Falcon Woods

The approximately 1.1 miles of streets in the Falcon Woods neighborhood were originally paved between 1960s and 1980s and the 1.2 miles of streets in the Northome neighborhood were originally paved between the 1940s and 1950s. The last time these street networks experienced substantial maintenance was in 2010 and 2011 when the streets underwent a sealcoat; which is a thin layer of aggregate placed over oil to help extend the life of the streets. All streets have an urban design with concrete curb and gutter and stormwater systems to convey drainage.

Autumn St, Prior Ave N, Summer St, Moore St, Garden Ave and Howell St N (Falcon Woods) are residential streets. They are 31 feet wide, with permitted parking allowed on both sides. The speed limit for these streets is 20 mph and staff are not aware of a speeding issue, nor have they received residents' comments about speeds. California Ave W, Idaho Ave W, and Iowa Ave W (Northome) are also residential streets. They are 31 feet wide, with parking allowed on both sides other than during the State Fair. The speed limit for these streets is 20 mph. Staff have received outreach from residents in this neighborhood regarding speeding along streets abutting the project area, such as Hoyt Ave to the south and Arona St, both outside the project limits. Neither project area has any striping or pavement markings that will be impacted by the project.

Because the streets being rehabilitated in both project areas are not official Municipal State Aid (MSA) routes, MSA traffic counts are not available. Falcon Woods has ingress/egress only from Roselawn Ave and experiences no cut-through traffic or other trip generators other than single family detached homes, thus the Average Daily Traffic (ADT) is reasonably assumed to be low. For flexible pavement design, the ADT was conservatively calculated at 900 for all streets in the neighborhood, based on trip generation rates for single-family detached housing (10 trips per day, 90 parcels in the neighborhood) from the Institute of Transportation Engineers (ITE) Manual. While the streets being rehabilitated in Northome also lack MSA counts, Arona St and Albert St, north/south connections between Larpenteur Ave and Hoyt Ave that collect traffic from the Northome project area, do have available count information. These count locations are positioned to collect traffic volumes generated from the Northome area, as well as any cut-through traffic. While they are not inclusive of every north south connection in the Northome area, it is reasonable to assume these are relatively characteristic of the ADT within the neighborhood, albeit conservative as there is likely cut-through being counted between Larpenteur Ave and Hoyt Ave. The average ADT between these counts is approximately 520. As a comparison to the methodology used to calculate the Falcon Woods ADT, each block within the project area has approximately 24 single-family detached homes, and based on the ITE Manual would be approximately 240.

Pavement condition scores were considered to determine the streets for the City's pavement management and capital improvements plan. Falcon Heights' pavement management system utilizes a pavement condition index (PCI) rating of 0 to 100. This rating is based on surficial pavement observations which identify key pavement defects such as fatigue cracking, rutting, thermal cracking, block cracking, potholes, raveling and weather, and edge cracking. Street

condition ratings are divided into three categories: “adequate” (66 to 100), “marginal” (36 to 65) and “problem” (0 to 35). The average PCI for Falcon Woods is 31. The average PCI for Northome is 32.

Falcon Heights contracted with a geotechnical engineering consultant to obtain geotechnical exploration in the Falcon Woods and Northome neighborhoods, these reports are attached in the Appendix. The observed pavement depth in the Falcon Woods area was generally 3.5 inches. Observed aggregate base ranged from 4 to 7 inches, which did contain some debris, including concrete and bituminous. The fill encountered below the base consisted of sandy soils, with seems of clay soils at three boring locations. The geotechnical report indicated the pavement distresses in the Falcon Woods area, and results of the subsurface explorations, indicate that the existing subgrade is generally sandy in nature and does not appear to be in need of major improvements yet the existing pavement has reached the end of its lifespan. The existing pavement sections are summarized in the table below:

Falcon Woods - Measured Existing Pavement Sections Table

Boring Location	Bituminous Pavement Thickness (in.)	Apparent Aggregate Base Thickness (in.)
ST-1	3.5	5
ST-2	3.5	7
ST-3	4	5
ST-4	4.5	5
ST-5	3	5.5
ST-6	3	5.5
ST-7	4	4

The observed pavement depth in the Northome area was generally 3.5 inches. The thicker pavement observed at C-4 from the table below was likely due to a roadway patch. Observed aggregate base ranged from 4.25 to 18.5 inches. The fill encountered below the base consisted of silty and clayey sand with variable amounts of gravel. The geotechnical report found the pavement cores analyzed were experiencing low to severe stripping, which represents the deterioration of the asphalt/aggregate bond in a bituminous pavement. When bituminous pavements exhibit moderate to severe degrees of stripping it is a key indicator the pavement has reached the end of its lifespan (8 of the 11 cores were moderate to severe). The existing pavement sections are summarized in the table below:

Northome - Measured Existing Pavement Sections Table

Boring Location	Bituminous Pavement Thickness (in.)	Apparent Aggregate Base Thickness (in.)
C-1	5	11
C-2	3.25	17.75
C-3	4	12

C-4	5.5	18.5
C-5	2.5	6.5
C-6	4	14
C-7	4.75	4.25
C-8	4.25	16
C-9	3.25	5.75
C-10	2	13
C-11	1.75	13.25

Proposed Improvements

Falcon Woods Proposed Improvements - Falcon Heights contracted with a geotechnical engineering consultant to obtain pavement borings throughout the project area. Based on the data and the minimal utility work required with this project, a full-depth reclamation is proposed. This would include grinding and mixing the existing pavement with the underlying base section. This strengthens the base of the roadway. Excess grounds are removed and a new, 3.5-inch asphalt section would be paved without changing the elevation of the roadway. Some areas may need subgrade correction if unsuitable soils are encountered. It has been identified that 35% of the curb requires replacement due to its condition (weathering, cracks, heaved panels impacting drainage, etc.). Cost for the street reconstruction is estimated at \$870,000.

Northome Proposed Improvements – Full depth reclamation of the pavement is also proposed as the method of pavement construction due to the findings of the geotechnical exploration, the OCI of the streets, and minimal utility work needed. Excess grounds are removed and a new, 3.5-inch asphalt section would be paved without changing the elevation of the roadway. Some areas may need subgrade correction if unsuitable soils are encountered. It has been identified that minor curb replacement is necessary due to its condition. Cost for the street reconstruction is estimated at \$915,000.

Trails

Existing Conditions

No trails are located within the Northome Neighborhood.

Falcon Woods has two bituminous pathways within the project area. An approximately 235 foot long, 8-foot wide, trail connects the Falcon Woods neighborhood to Prior Ave to the south off Garden Ave, and the second is an approximately 120 foot long, 5-foot wide, trail connects the neighborhood to the community park to the west off Moore St. These trails do not appear to be encumbered by a trail easement and any proposed improvements would require either trail easements or a temporary construction easement from the abutting property owners.

Proposed Improvements

The Moore St and Garden Ave trail connections are in need of rehabilitation as little maintenance has been performed since their installation in 1983. Given the 5-foot width and proximity of side-lot improvements (e.g. fencing, landscaping, etc.) associated with the Moore St connection, a reclaim machine or bituminous paving machine will not be a feasible rehabilitation option so the existing trail would need to be removed and replaced with a 5-foot concrete walk for constructability. The Garden Ave connection has adequate width and space for paving operations so the bituminous trail will be removed and a new path paved.

If any pathway is rehabilitated within this project, costs would not be assessed. This report assumes the funding would be split between Municipal State Aid and the Street Fund. Ongoing maintenance, including snow removal would be performed by the City.

Due to the constructability and encroachments near the Moore St connection that would need to be removed and relocated if paved (widened from 5-foot to 8-foot for paving operations), a 5-foot concrete walk is proposed, which matches the existing width of the connection. There are higher upfront costs associated with the installation of concrete versus paving bituminous, however the removal and relocation of encroachments due to widening the connection would cost the city more than the installation of concrete, and would have been more impactful with abutting property owners due to the small side-yards that currently exist. The Moore St connection is estimated to cost \$11,000 and the Garden Ave connection is estimated to be \$9,000. These estimated amounts include contingency and engineering/overhead costs.

Sanitary Sewer

Existing Conditions

The sanitary sewer system within the project areas were constructed in the 1950s and 1960s. Other than the south half of Falcon Woods, all of the sanitary pipe in Falcon Woods and Northome has been lined with Cure-In-Place-Pipe through the City's sanitary sewer rehabilitation program. This process creates a new pipe within the existing pipe. The south of Falcon Woods was televised and reviewed and the condition of the sanitary mains in this area were in good condition. The area has been identified as an area to continue to monitor for when the need arises to line the pipe based on the City's sanitary sewer rehabilitation program.

Proposed Improvements

Select sanitary sewer manholes in both project areas are proposed for minor rehabilitation work to include new, water-tight castings and lids, new concrete rings and installation of an inflow and infiltration barrier at the top of the manhole. These improvements are anticipated to reduce stormwater entering the sanitary sewer system, which increases downstream capacity and treatment costs. They will also reinforce the top of the manhole to prevent future settlements within the street. The cost estimates for these improvements are \$54,000 and \$16,500 in the Falcon Woods and Northome neighborhoods, respectively.

Stormwater and Drainage

Existing Conditions

The streets in both project areas are served by catch basins which collect water on the street and convey stormwater to the larger trunk system and downstream stormwater best management practices (BMPs), or stormwater ponds. Storm sewer structures within the Northome area were re-constructed when Arona St, Pascal St, and Albert St were rehabilitated in 2013 and are all pre-cast concrete. The Falcon Woods' storm sewer structures were constructed with various materials including brick and mortar, concrete barrel sections seated on top of pipe, and more conventional concrete structures (e.g. pre-cast concrete). The Falcon Woods stormwater that flows south drains into the U of M's Gortner Ave trunk system, and outlets into the Sarita Wetland on the campus.

The Northome project area conveys stormwater runoff to the north and south into the larger trunk systems located within Larpenteur Ave (flows headed north) and Hoyt Ave (flows headed south), which eventually cross the city line to St. Paul. The majority of the Falcon Woods neighborhood flows south to two existing stormwater BMPs located in the southwest and southeast corners of the neighborhood with a minor area in the northern portion of Falcon Woods routed north to Roselawn Ave.

Proposed Improvements

Based on staff inspection, no improvements are required within the Northome area due to the recent rehabilitation of all stormwater improvements, while in the Falcon Woods neighborhood deteriorated catch basins will be rehabilitated or replaced as part of the proposed project as well as the installation of two sump/baffle catch basins that are upstream of the two stormwater BMPs. These sump/baffle catch basins will reduce the amount of sediment and other deleterious material entering the stormwater ponds, reducing long-term maintenance costs and improving water quality. Additionally, the two stormwater BMPs will undergo replacement of flared end sections (inlets and outlets to the ponds) and minor removal of sediments and other deleterious material is proposed to improve the overall function and treatment of these BMPs. The cost estimate for these improvements is \$155,000.

As the proposed street improvements would disturb an area greater than one acre, the project is required by the Minnesota Pollution Control Agency (MPCA) to include a Storm Water Pollution Prevention Plan (SWPPP) and use erosion and sediment control best practices during construction, and obtain an MPCA Construction Permit. The Falcon Woods project sits within the Rice Creek Watershed District (drainage going to Roselawn), and the Capitol Region Watershed District (drainage going to the U of M), and the Northome neighborhood is wholly within the Capitol Region Watershed District. A Capitol Region Watershed District erosion and sediment control permit will be required, but a Rice Creek Watershed District erosion and sediment control permit will not be required as full depth reclamations are exempted.

The proposed improvements would not add enough impervious surface that would trigger either watershed district water quality or quantity requirements.

RIGHT-OF-WAY AND EASEMENTS

These project improvements are proposed within the existing right-of-way. No right-of-way acquisition is anticipated however as discussed under the “*Trails*” section of this report trail easements and/or temporary construction easements will be required for rehabilitation work associated with the Garden Ave and Moore St connections. While a grant of a temporary construction easement would allow the city to make the required repairs, a trail easement will also be pursued by staff in order to maintain in perpetuity the improvements. Upon execution of any permanent easements with the abutting property owners, the easements must be approved by City Council.

OUTSIDE AGENCY COORDINATION

The watermain system that services the project area is owned and operated by St. Paul Regional Water Services and they have indicated no improvements are planned for inclusion or coordination with this project.

The project area is within the Capitol Region Watershed District. Proposed improvements are not anticipated to warrant any stormwater requirements from the District.

During the design process, staff will do a Gopher State One Call for the project area to identify all small utility operators. The City will coordinate with small utilities to finalize relocates and other coordination items during design.

Lastly, any work abutting Ramsey County right-of-way (e.g. Hamline Ave) will coordinate the improvements and impacts during construction with the County and apply for all required permits.

ESTIMATED COSTS AND PROPOSED FUNDING

Proposed project costs for the 2025 PMP Improvement Project are summarized below. The cost estimate is based on recent construction projects of similar character and assumes that the proposed improvements would begin in 2025. All costs include 15% contingency, which considers unforeseen costs including inflation, unforeseen site conditions, etc., as well as 15% engineering costs such as geotechnical exploration and construction material testing, design, construction inspection, etc. Actual costs will be determined through competitive bids following final design for the project. The actual costs will be dependent upon the market conditions that exist at the time of the bidding.

The proposed street improvements are eligible for assessments according to the City of Falcon Heights Assessment Policy. Per City Policy, a portion of the street improvements will be assessed to the benefitting properties. Along with assessments, street costs will be financed through the Street Infrastructure Fund and Municipal State Aid. Typically, only roads that have been added to the City’s Municipal State Aid system (MSA) are eligible for funding through the City’s portion of state gas tax revenues. However, the City of Falcon Heights has a Certified Municipal State Aid Street system. As a result, the City can use MSA funds to pay for the City’s portion of the costs.

Storm sewer and sanitary sewer improvements will be funded from the appropriate infrastructure fund, and are not eligible for assessments.

	Estimated Cost	MSA	Street Infrastructure Funds	Assessments	Sanitary Sewer Fund	Storm Sewer Fund
Falcon Woods	\$870,000	\$271,000	\$271,000	\$348,000	\$54,000	\$155,000
Northome	\$915,000	\$309,000	\$309,000	\$297,000	\$16,500	-
Total	\$ 1,785,000	\$580,000	\$580,000	\$645,000	\$70,500	\$155,000

*Includes 15% Engineering & Contingency

If pathways are rehabilitated with this project in the Falcon Woods neighborhood, they will not be assessed based on past precedent. This report assumes the funding for pathway improvements would be split between Municipal State Aid Funding and the Street Infrastructure Fund (also included in the summary table above). This is consistent with past practice; the City did not assess for pathway replacement along Roselawn Ave in 2015 or the Ruggles connection in 2023. The table below shows the estimated costs with engineering & contingency and a funding breakdown for the pathway options.

	Estimated Cost	MSA	Street Infrastructure Funds	Assessments
Moore St Connection	\$11,000	\$5,500	\$5,500	-
Garden Ave Connection	\$9,000	\$4,500	\$4,500	-

*Includes 15% Engineering

PROPOSED ASSESSMENTS

Assessments will be levied to the benefitting properties as outlined in Minnesota State Statute Chapter 429 and the City's Assessment Manual, which is summarized below. The Northome neighborhood will utilize the front footage assessment unit. This neighborhood is a typical city-block layout with no curves or atypical front lot lines in which Falcon Heights has a precedent in using the front footage assessment unit. 40 of the 221 residential lots within the project area are corner lots and were assessed when Arona St, Pascal St, and Albert St were rehabilitated in 2013, which decreases the assessable frontage from 11,991 linear feet to 9,672 linear feet (LF). Based on the preliminary estimates this equates to an \$30.53/LF assessment, or an average of \$1635.00 per property. This average is slightly lower than historical ranges for full depth reclamation due to the high density of residential lots within the project area.

On September 11, 2024 the City Council approved an update to the Assessment Manual which clarified the basis for assessment determination. Based on this update, the Falcon Woods neighborhood will utilize the lot unit, or "per parcel" assessment determination, due to the atypical front lot lines and general unique layout of property frontage associated with the neighborhood. Based on preliminary estimates this equates to a \$3,850.00 assessment per parcel. This estimate is within historical ranges for full depth reclamation.

Assuming this project is completed by fall 2025, the final assessment amount would be determined at an assessment hearing in the fall of 2025 with a thorough review of the proposed assessments by the Council. The Council would also set the length of assessments and the interest rate at the hearing. In past projects, the assessments have been over 10 years for reconstruction projects at an interest rate 2% above the current rate of return on the City's portfolio.

PUBLIC INVOLVEMENT

The City hosted an open house for the Falcon Woods neighborhood on October 19, 2022 regarding the 2025 PMP project. This open house was attended by eight residents within the project area. A presentation was given that outlined the proposed improvements, project funding, assessments, and the proposed estimate at that time. Notes from this meeting indicate that the residents brought up the topic of sidewalks and where pedestrians walk as well as street light concerns. In October of 2024 the City provided additional information regarding the project to the Falcon Woods and Northome neighborhoods through the bi-annual newsletter.

The City will host a second neighborhood meeting in January 2025 prior to the improvement hearing scheduled on January 22, 2025. A presentation will be given regarding the proposed improvements, schedule, project funding, assessments and to gain additional feedback from the property owners. This will also be an opportunity to gain additional information from residents on potential improvements or known issues to be incorporated into the final design. Any additional comments or concerns raised at this meeting will be presented to Council on January 22, 2025.

PROPOSED PROJECT SCHEDULE

If this project is approved, the proposed project schedule is shown below. Council Action items are noted with a "CC":

CC Receive Feasibility Report and Set Improvement Hearing	December 11, 2024
Neighborhood Meeting	January 9, 2025
CC Improvement Hearing, Order Improvement, and Authorize Preparation of Plans & Specifications	January 22, 2025
CC Approve Plans & Specifications, and Order Advertisement for Bid	February 2025
Bid Opening	February 2025
CC Award Contract	March 2025
Construction Start	Summer 2025
Substantial Completion	Fall 2025
CC Set Assessment Hearing	October 2025

SUMMARY & RECOMMENDATIONS

Based on the information and analysis included in this report, the 2025 Street Rehabilitation Project, FH 25-01, is feasible, necessary and cost effective. The following is recommended:

1. The Falcon Heights City Council accept this feasibility study and report and order public hearing for January 22, 2025.
2. After receiving the appropriate staff reports, information and input from the public hearing, the City Council shall:
 - a. Determine whether to proceed with or reject the proposed public improvements;
3. Based on the outcome of the public hearing, the Council can order the proposed improvements and authorize the preparation of plans and specifications.

APPENDIX 1: OPINION OF PROBABLE COST

Falcon Woods - Streets				
STREET NAME	Estimate	15% Cont.	15% Eng.	Total
AUTUMN ST	\$157,897.50	\$23,684.63	\$23,684.63	\$205,266.75
PRIOR AVE	\$131,029.50	\$19,654.43	\$19,654.43	\$170,338.35
SUMMER, MOORE, GARDEN, HOWEL	\$379,960.50	\$56,994.08	\$56,994.08	\$493,948.65
			Total	\$869,553.75
Falcon Woods - Trails				
CONNECTION NAME	Estimate	15% Cont.	15% Eng.	Total
MOORE ST	\$8,514.00	\$1,277.10	\$1,277.10	\$11,068.20
GARDEN AVE	\$6,876.00	\$1,031.40	\$1,031.40	\$8,938.80
			Total	\$20,007.00
Falcon Woods - Storm				
STREET NAME	Estimate	15% Cont.	15% Eng.	Total
AUTUMN ST	\$12,900.00	\$1,935.00	\$1,935.00	\$16,770.00
PRIOR AVE	\$4,500.00	\$675.00	\$675.00	\$5,850.00
SUMMER, MOORE, GARDEN, HOWEL	\$113,000.00	\$9,450.00	\$9,450.00	\$131,900.00
			Total	\$154,520.00
Falcon Woods - Sanitary				
STREET NAME	Estimate	15% Cont.	15% Eng.	Total
AUTUMN ST	\$14,350.00	\$2,152.50	\$2,152.50	\$18,655.00
PRIOR AVE	\$3,550.00	\$532.50	\$532.50	\$4,615.00
SUMMER, MOORE, GARDEN, HOWEL	\$23,300.00	\$3,495.00	\$3,495.00	\$30,290.00
			Total	\$53,560.00

Northome - Streets				
STREET NAMES	Estimate	15% Cont.	15% Eng.	Total
IOWA AVE	\$235,575.00	\$35,336.25	\$35,336.25	\$306,247.50
IDAHO AVE	\$255,535.00	\$38,330.25	\$38,330.25	\$332,195.50
CALIFORNIA AVE	\$212,865.00	\$31,929.75	\$31,929.75	\$276,724.50
			Total	\$915,167.50
Northome - Sanitary				
STREET NAMES	Estimate	15% Cont.	15% Eng.	Total
IOWA AVE	\$3,550.00	\$532.50	\$532.50	\$4,615.00
IDAHO AVE	\$4,500.00	\$675.00	\$675.00	\$5,850.00
CALIFORNIA AVE	\$4,500.00	\$675.00	\$675.00	\$5,850.00
			Total	\$16,315.00

APPENDIX 2: DRAFT ASSESSMENT ROLLS

NORTHHOME DRAFT ASSESSMENT ROLL

Parcel ID	Building Number	Street Name	Street Suffix	Street Frontage (LF)	Assessment Rate (\$/LF)	Assessment Amount
222923210103	1391	IOWA	AVE	52	\$30.53	\$1,587.56
222923210014	1381	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210015	1375	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210076	1380	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210083	1379	IDAHO	AVE	53	\$30.53	\$1,618.09
222923210071	1354	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210111	1349	IOWA	AVE	54	\$30.53	\$1,648.62
222923210020	1349	CALIFORNIA	AVE	64	\$30.53	\$1,953.92
222923210105	1381	IOWA	AVE	54	\$30.53	\$1,648.62
222923210170	1390	IOWA	AVE	60	\$30.53	\$1,831.80
222923210098	1380	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210165	1360	IOWA	AVE	50	\$30.53	\$1,526.50
222923210082	1387	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210087	1359	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210107	1369	IOWA	AVE	54	\$30.53	\$1,648.62
222923210089	1349	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210016	1367	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210088	1355	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210081	1391	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210078	1390	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210018	1361	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210072	1358	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210075	1376	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210077	1386	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210110	1355	IOWA	AVE	54	\$30.53	\$1,648.62
222923210109	1359	IOWA	AVE	54	\$30.53	\$1,648.62
222923210108	1365	IOWA	AVE	54	\$30.53	\$1,648.62
222923210086	1365	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210085	1369	IDAHO	AVE	53	\$30.53	\$1,618.09
222923210070	1348	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210106	1375	IOWA	AVE	54	\$30.53	\$1,648.62
222923210104	1387	IOWA	AVE	54	\$30.53	\$1,648.62
222923210167	1372	IOWA	AVE	55	\$30.53	\$1,679.15
222923210092	1348	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210093	1354	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210094	1358	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210095	1364	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210096	1368	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210099	1386	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210169	1382	IOWA	AVE	55	\$30.53	\$1,679.15
222923210168	1376	IOWA	AVE	55	\$30.53	\$1,679.15
222923210100	1390	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210019	1357	CALIFORNIA	AVE	59	\$30.53	\$1,801.27
222923210017	1365	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210074	1368	CALIFORNIA	AVE	54	\$30.53	\$1,648.62

222923210073	1364	CALIFORNIA	AVE	54	\$30.53	\$1,648.62
222923210084	1375	IDAHO	AVE	56	\$30.53	\$1,709.68
222923210013	1387	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210164	1358	IOWA	AVE	50	\$30.53	\$1,526.50
222923210166	1366	IOWA	AVE	50	\$30.53	\$1,526.50
222923210097	1376	IDAHO	AVE	54	\$30.53	\$1,648.62
222923210012	1391	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210119	1432	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210048	1416	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210147	1452	IOWA	AVE	50	\$30.53	\$1,526.50
222923210133	1417	IOWA	AVE	50	\$30.53	\$1,526.50
222923210129	1437	IOWA	AVE	50	\$30.53	\$1,526.50
222923210116	1416	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210121	1442	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210046	1406	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210055	1452	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210132	1423	IOWA	AVE	50	\$30.53	\$1,526.50
222923210049	1422	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210050	1426	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210065	1417	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210038	1433	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210037	1437	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210042	1413	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210117	1422	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210144	1438	IOWA	AVE	50	\$30.53	\$1,526.50
222923210114	1406	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210047	1412	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210131	1427	IOWA	AVE	50	\$30.53	\$1,526.50
222923210060	1443	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210064	1423	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210120	1436	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210062	1433	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210035	1447	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210054	1446	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210053	1442	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210034	1453	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210052	1436	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210061	1437	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210123	1452	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210059	1447	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210134	1413	IOWA	AVE	50	\$30.53	\$1,526.50
222923210130	1433	IOWA	AVE	50	\$30.53	\$1,526.50
222923210058	1453	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210067	1407	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210066	1413	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210126	1453	IOWA	AVE	50	\$30.53	\$1,526.50
222923210127	1447	IOWA	AVE	50	\$30.53	\$1,526.50

222923210041	1417	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210036	1443	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210142	1430	IOWA	AVE	50	\$30.53	\$1,526.50
222923210143	1434	IOWA	AVE	50	\$30.53	\$1,526.50
222923210141	1422	IOWA	AVE	50	\$30.53	\$1,526.50
222923210115	1412	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210145	1442	IOWA	AVE	50	\$30.53	\$1,526.50
222923210146	1446	IOWA	AVE	50	\$30.53	\$1,526.50
222923210138	1408	IOWA	AVE	50	\$30.53	\$1,526.50
222923210139	1412	IOWA	AVE	52	\$30.53	\$1,587.56
222923210043	1407	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210140	1418	IOWA	AVE	50	\$30.53	\$1,526.50
222923210063	1427	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210135	1407	IOWA	AVE	50	\$30.53	\$1,526.50
222923210051	1432	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210128	1443	IOWA	AVE	50	\$30.53	\$1,526.50
222923210039	1427	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210118	1426	IDAHO	AVE	50	\$30.53	\$1,526.50
222923210040	1423	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923210122	1446	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220029	1506	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220115	1488	IOWA	AVE	75	\$30.53	\$2,289.75
222923220082	1471	IOWA	AVE	50	\$30.53	\$1,526.50
222923220037	1479	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220012	1495	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220076	1497	IOWA	AVE	50	\$30.53	\$1,526.50
222923220016	1477	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220081	1477	IOWA	AVE	50	\$30.53	\$1,526.50
222923220079	1485	IOWA	AVE	50	\$30.53	\$1,526.50
222923220035	1489	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220018	1469	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220028	1502	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220039	1469	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220032	1505	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220116	1494	IOWA	AVE	50	\$30.53	\$1,526.50
222923220117	1498	IOWA	AVE	50	\$30.53	\$1,526.50
222923220021	1468	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220013	1491	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220022	1470	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220026	1492	CALIFORNIA	AVE	96	\$30.53	\$2,930.88
222923220118	1504	IOWA	AVE	50	\$30.53	\$1,526.50
222923220111	1468	IOWA	AVE	50	\$30.53	\$1,526.50
222923220069	1494	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220071	1508	IDAHO	AVE	55	\$30.53	\$1,679.15
222923220038	1473	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220065	1478	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220064	1472	IDAHO	AVE	60	\$30.53	\$1,831.80

222923220017	1471	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220015	1483	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220014	1485	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220024	1480	CALIFORNIA	AVE	51	\$30.53	\$1,557.03
222923220078	1489	IOWA	AVE	50	\$30.53	\$1,526.50
222923220009	1507	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220074	1507	IOWA	AVE	50	\$30.53	\$1,526.50
222923220080	1481	IOWA	AVE	50	\$30.53	\$1,526.50
222923220023	1476	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220027	1498	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220036	1485	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220034	1493	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220033	1497	IDAHO	AVE	65	\$30.53	\$1,984.45
222923220075	1503	IOWA	AVE	50	\$30.53	\$1,526.50
222923220066	1482	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220067	1488	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220112	1472	IOWA	AVE	55	\$30.53	\$1,679.15
222923220119	1508	IOWA	AVE	50	\$30.53	\$1,526.50
222923220114	1484	IOWA	AVE	60	\$30.53	\$1,831.80
222923220025	1484	CALIFORNIA	AVE	53	\$30.53	\$1,618.09
222923220010	1503	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220083	1467	IOWA	AVE	50	\$30.53	\$1,526.50
222923220063	1468	IDAHO	AVE	55	\$30.53	\$1,679.15
222923220070	1502	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220077	1493	IOWA	AVE	50	\$30.53	\$1,526.50
222923220068	1490	IDAHO	AVE	50	\$30.53	\$1,526.50
222923220113	1480	IOWA	AVE	60	\$30.53	\$1,831.80
222923220011	1497	CALIFORNIA	AVE	50	\$30.53	\$1,526.50
222923220053	1531	IDAHO	AVE	80	\$30.53	\$2,442.40
222923220108	1540	IOWA	AVE	67	\$30.53	\$2,045.51
222923220056	1561	IDAHO	AVE	60	\$30.53	\$1,831.80
222923220106	1530	IOWA	AVE	65	\$30.53	\$1,984.45
222923220107	1534	IOWA	AVE	65	\$30.53	\$1,984.45
222923220109	1546	IOWA	AVE	60	\$30.53	\$1,831.80
222923220134	1532	IDAHO	AVE	79	\$30.53	\$2,411.87
222923220136	1542	IDAHO	AVE	53	\$30.53	\$1,618.09
222923220140	1537	IOWA	AVE	70	\$30.53	\$2,137.10
222923220139	1543	IOWA	AVE	53	\$30.53	\$1,618.09
222923220135	1536	IDAHO	AVE	53	\$30.53	\$1,618.09
222923220141	1529	IOWA	AVE	70	\$30.53	\$2,137.10
222923220054	1547	IDAHO	AVE	80	\$30.53	\$2,442.40
222923220052	1535	IDAHO	AVE	80	\$30.53	\$2,442.40
222923220055	1551	IDAHO	AVE	90	\$30.53	\$2,747.70
NOT ASSESSED (CORNER LOT - SHORT SIDE)						
222923220030	1512	CALIFORNIA	AVE	50	\$ -	\$ -
222923220120	1512	IOWA	AVE	50	\$ -	\$ -
222923220072	1512	IDAHO	AVE	65	\$ -	\$ -

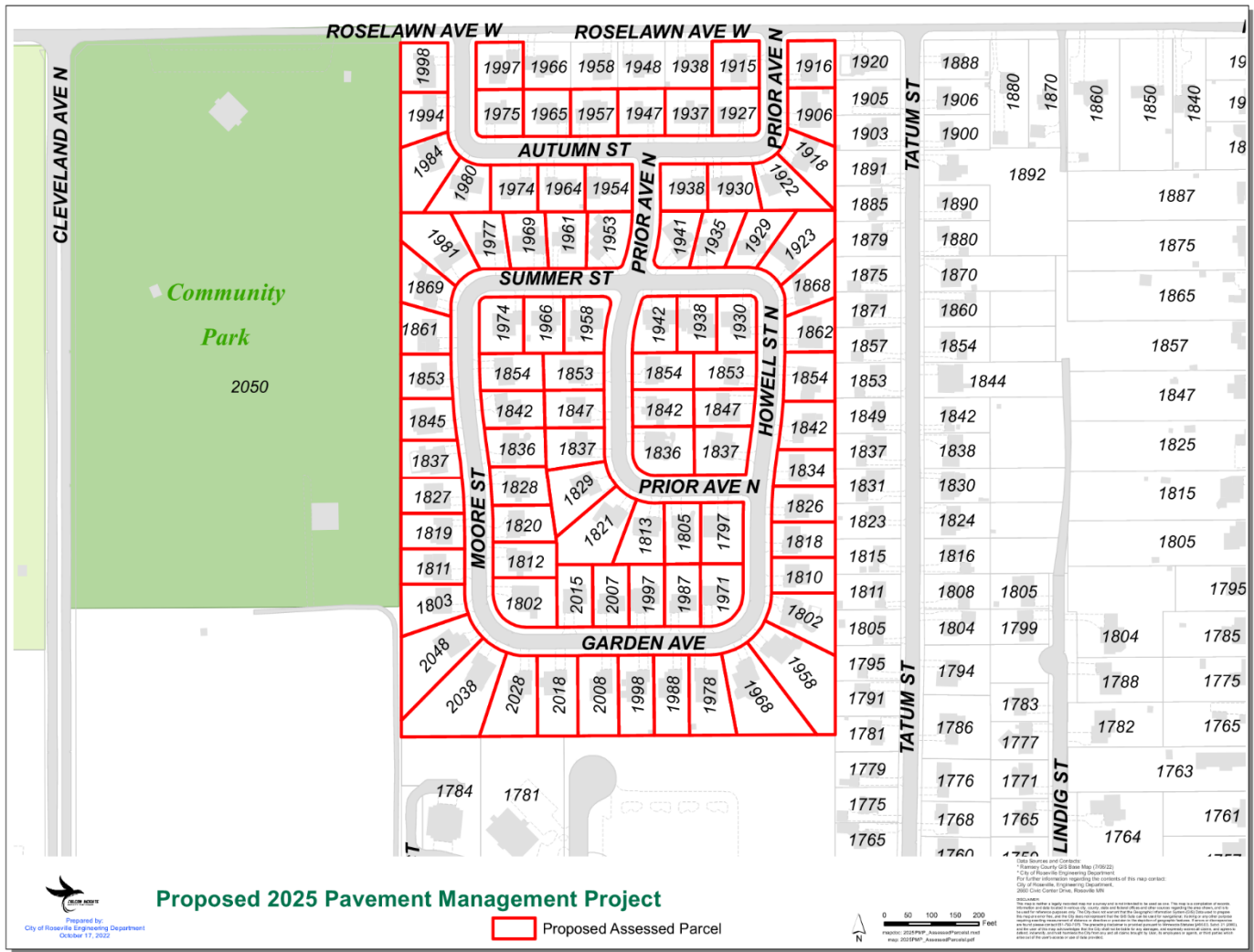
222923220133	1522	IDAHO	AVE	80	\$ -	\$ -
222923220008	1513	CALIFORNIA	AVE	50	\$ -	\$ -
222923220105	1524	IOWA	AVE	60	\$ -	\$ -
222923220031	1511	IDAHO	AVE	85	\$ -	\$ -
222923220142	1525	IOWA	AVE	72	\$ -	\$ -
222923220073	1513	IOWA	AVE	50	\$ -	\$ -
222923220040	1463	IDAHO	AVE	50	\$ -	\$ -
222923210148	1456	IOWA	AVE	50	\$ -	\$ -
222923210056	1456	CALIFORNIA	AVE	52	\$ -	\$ -
222923220020	1464	CALIFORNIA	AVE	50	\$ -	\$ -
222923210033	1457	CALIFORNIA	AVE	52	\$ -	\$ -
222923220110	1464	IOWA	AVE	50	\$ -	\$ -
222923210125	1457	IOWA	AVE	52	\$ -	\$ -
222923220062	1464	IDAHO	AVE	55	\$ -	\$ -
222923220084	1463	IOWA	AVE	50	\$ -	\$ -
222923220019	1463	CALIFORNIA	AVE	50	\$ -	\$ -
222923210057	1457	IDAHO	AVE	52	\$ -	\$ -
222923210124	1456	IDAHO	AVE	52	\$ -	\$ -
222923210044	1403	CALIFORNIA	AVE	54	\$ -	\$ -
222923210080	1395	IDAHO	AVE	51	\$ -	\$ -
222923210068	1403	IDAHO	AVE	54	\$ -	\$ -
222923210079	1396	CALIFORNIA	AVE	52	\$ -	\$ -
222923210045	1402	CALIFORNIA	AVE	54	\$ -	\$ -
222923210102	1395	IOWA	AVE	52	\$ -	\$ -
222923210136	1403	IOWA	AVE	54	\$ -	\$ -
222923210137	1402	IOWA	AVE	54	\$ -	\$ -
222923210011	1395	CALIFORNIA	AVE	56	\$ -	\$ -
222923210101	1396	IDAHO	AVE	51	\$ -	\$ -
222923210113	1402	IDAHO	AVE	54	\$ -	\$ -
222923210171	1394	IOWA	AVE	79	\$ -	\$ -
222923210181	1579	HAMLIN	AVE	118	\$ -	\$ -
222923210090	1341	IDAHO	AVE	54	\$ -	\$ -
222923210112	1341	IOWA	AVE	54	\$ -	\$ -
222923210069	1340	CALIFORNIA	AVE	54	\$ -	\$ -
222923210091	1340	IDAHO	AVE	54	\$ -	\$ -
222923210021	1345	CALIFORNIA	AVE	63	\$ -	\$ -

FALCON WOODS DRAFT ASSESSMENT ROLL

Parcel ID	Building Number	Street Name	Street Suffix	Assessment Rate (\$/PARCEL)	Assessment Amount
162923320048	2015	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320038	1842	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320047	2007	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320050	1812	MOORE	ST	\$3,850.00	\$3,850.00
162923310089	1805	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310092	1987	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320046	1997	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320041	1847	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320014	1994	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320015	1998	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320004	1997	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320006	1965	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320007	1957	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320008	1947	AUTUMN	ST	\$3,850.00	\$3,850.00
162923310075	1915	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310077	1937	AUTUMN	ST	\$3,850.00	\$3,850.00
162923310073	1906	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310074	1916	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310087	1847	HOWELL	ST	\$3,850.00	\$3,850.00
162923310088	1837	HOWELL	ST	\$3,850.00	\$3,850.00
162923320037	1836	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320042	1837	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320043	1829	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320044	1821	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320045	1813	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310090	1797	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310091	1971	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320049	1802	MOORE	ST	\$3,850.00	\$3,850.00
162923320051	1820	MOORE	ST	\$3,850.00	\$3,850.00
162923320052	1828	MOORE	ST	\$3,850.00	\$3,850.00
162923320053	1836	MOORE	ST	\$3,850.00	\$3,850.00
162923320054	1842	MOORE	ST	\$3,850.00	\$3,850.00
162923310078	1927	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320005	1975	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320022	1861	MOORE	ST	\$3,850.00	\$3,850.00
162923320009	1954	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320011	1974	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320027	1961	SUMMER	ST	\$3,850.00	\$3,850.00
162923320026	1969	SUMMER	ST	\$3,850.00	\$3,850.00
162923310069	1938	AUTUMN	ST	\$3,850.00	\$3,850.00
162923310067	1935	SUMMER	ST	\$3,850.00	\$3,850.00
162923310070	1930	AUTUMN	ST	\$3,850.00	\$3,850.00
162923310063	1862	HOWELL	ST	\$3,850.00	\$3,850.00
162923320039	1854	PRIOR	AVE	\$3,850.00	\$3,850.00
162923310061	1938	SUMMER	ST	\$3,850.00	\$3,850.00

162923310079	1854	HOWELL	ST	\$3,850.00	\$3,850.00
162923310086	1853	HOWELL	ST	\$3,850.00	\$3,850.00
162923310062	1930	SUMMER	ST	\$3,850.00	\$3,850.00
162923310068	1941	SUMMER	ST	\$3,850.00	\$3,850.00
162923320012	1980	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320013	1984	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320018	1942	SUMMER	ST	\$3,850.00	\$3,850.00
162923320019	1958	SUMMER	ST	\$3,850.00	\$3,850.00
162923320021	1974	SUMMER	ST	\$3,850.00	\$3,850.00
162923320023	1869	MOORE	ST	\$3,850.00	\$3,850.00
162923320024	1981	SUMMER	ST	\$3,850.00	\$3,850.00
162923320025	1977	SUMMER	ST	\$3,850.00	\$3,850.00
162923320028	1953	SUMMER	ST	\$3,850.00	\$3,850.00
162923310066	1929	SUMMER	ST	\$3,850.00	\$3,850.00
162923310064	1868	HOWELL	ST	\$3,850.00	\$3,850.00
162923310071	1922	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320040	1853	PRIOR	AVE	\$3,850.00	\$3,850.00
162923320055	1854	MOORE	ST	\$3,850.00	\$3,850.00
162923310072	1918	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320010	1964	AUTUMN	ST	\$3,850.00	\$3,850.00
162923320020	1966	SUMMER	ST	\$3,850.00	\$3,850.00
162923320036	1853	MOORE	ST	\$3,850.00	\$3,850.00
162923340077	1978	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330008	2018	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330005	1988	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330006	1998	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330007	2008	GARDEN	AVE	\$3,850.00	\$3,850.00
162923310084	1810	HOWELL	ST	\$3,850.00	\$3,850.00
162923340076	1968	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330009	2028	GARDEN	AVE	\$3,850.00	\$3,850.00
162923330010	2038	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320029	2048	GARDEN	AVE	\$3,850.00	\$3,850.00
162923320033	1827	MOORE	ST	\$3,850.00	\$3,850.00
162923320056	1845	MOORE	ST	\$3,850.00	\$3,850.00
162923310083	1818	HOWELL	ST	\$3,850.00	\$3,850.00
162923310085	1802	HOWELL	ST	\$3,850.00	\$3,850.00
162923310081	1834	HOWELL	ST	\$3,850.00	\$3,850.00
162923320030	1803	MOORE	ST	\$3,850.00	\$3,850.00
162923320031	1811	MOORE	ST	\$3,850.00	\$3,850.00
162923320032	1819	MOORE	ST	\$3,850.00	\$3,850.00
162923320034	1837	MOORE	ST	\$3,850.00	\$3,850.00
162923310082	1826	HOWELL	ST	\$3,850.00	\$3,850.00
162923310080	1842	HOWELL	ST	\$3,850.00	\$3,850.00
162923340075	1958	GARDEN	AVE	\$3,850.00	\$3,850.00
162923310065	1923	SUMMER	ST	\$3,850.00	\$3,850.00

APPENDIX 3: DRAFT ASSESSMENT MAPS



APPENDIX 4: GEOTECHNICAL REPORT

[ON FOLLOWING PAGES]

Geotechnical Evaluation Report

Falcon Heights 2023 Pavement Management
Falcon Heights, Minnesota

Prepared for

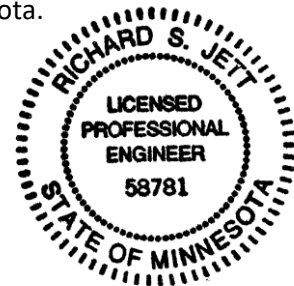
City of Falcon Heights

Professional Certification:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.



Richard S. Jett, PE
Project Engineer
License Number: 58781
July 19, 2022



July 19, 2022

Project B2203417

Stephanie Smith, PE
City of Falcon Heights
2077 Larpenteur Avenue West
Falcon Heights, MN 55113

Re: Geotechnical Evaluation Report
Falcon Heights 2023 Pavement Management
Falcon Heights, Minnesota

Dear Ms. Smith:

We are pleased to present this Geotechnical Evaluation Report for the above-referenced project. The following report provides the results of our evaluation and should be read in its entirety.

Thank you for making Braun Intertec your geotechnical consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please contact Richard Jett at 815.545.7059 (rjett@braunintertec.com) or Josh Kirk at 507.514.1348 (jkirk@braunintertec.com)

Sincerely,

BRAUN INTERTEC CORPORATION



Richard S. Jett, PE
Project Engineer



Joshua L. Kirk, PE
Account Leader, Senior Engineer

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Appendix

Soil Boring Location Sketch

Log of Boring Sheets ST-1 through ST-11

Pavement Core Photographs

Descriptive Terminology of Soil

A. Introduction

A.1. Project Description

This Geotechnical Evaluation Report addresses the planned improvements to select roadways located in Falcon Heights, Minnesota. Tables 1 and 2 below provide a summary of project details.

Table 1. Falcon Woods Area (Borings ST-1 through ST-7)

Aspect	Description
Streets Included	Autumn Street, Summer Street, Prior Avenue, Moore Street, Howell Street, and Garden Avenue.
Pavement Type	Bituminous pavement with aggregate base layer
Assumed Average Annual Daily Traffic (AADT)*	400 or less
Estimated ESAL's	46,000*

*Assumed value over a 20-year period.

Table 2. Garden Avenue Area (ST-8 through ST-11)

Aspect	Description
Streets Included	Garden Avenue from Hamline Avenue to Snelling Avenue
Pavement Type	Bituminous pavement with aggregate base layer
Assumed Average Annual Daily Traffic (AADT)*	850
Estimated ESAL's	90,000*

*Assumed value over a 20-year period.

The figure below shows an illustration outlining where pavement improvements are planned.

Figure 1. Street Improvement Layout

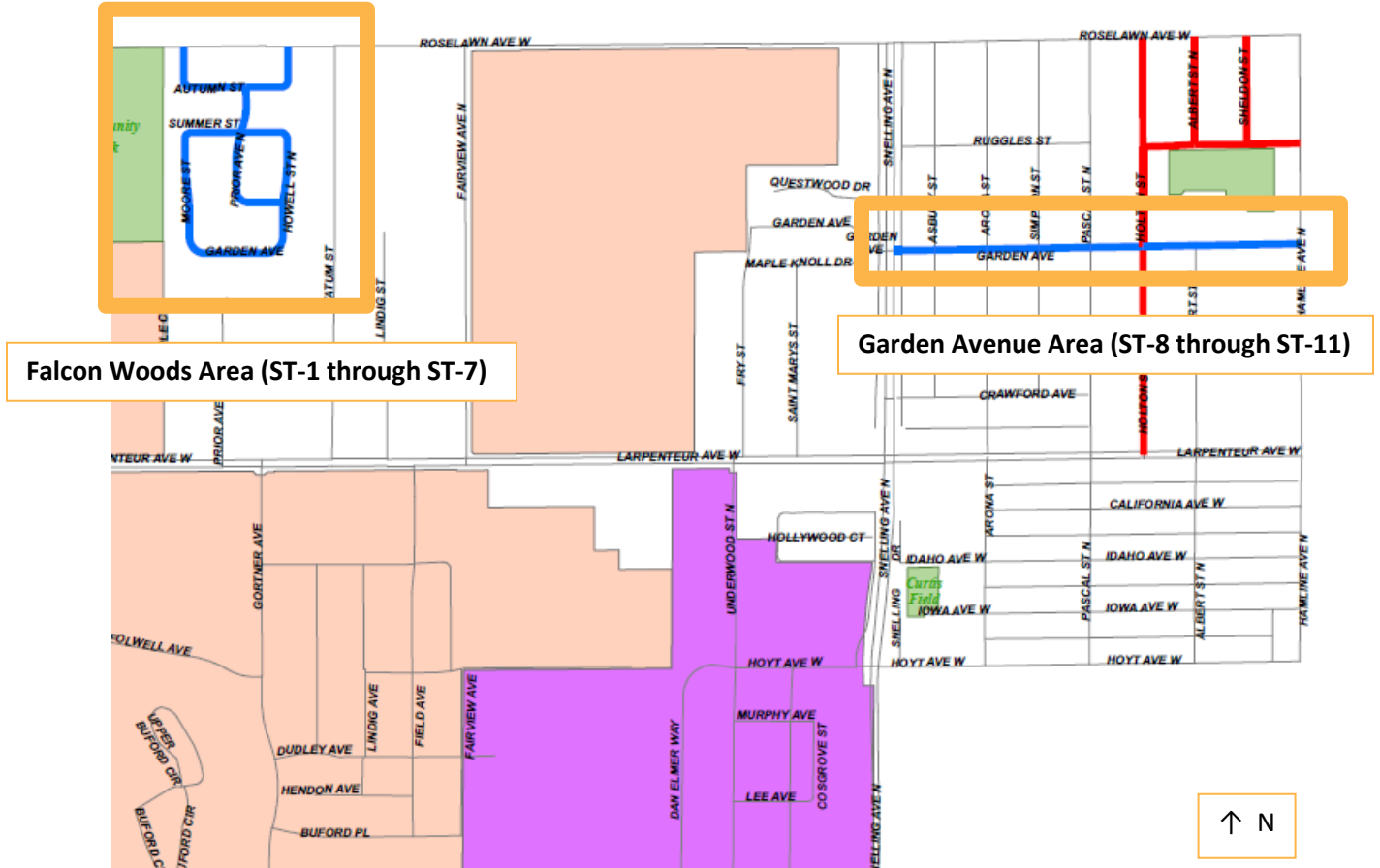


Figure furnished by the City of Roseville and dated March 8, 2022.

A.2. Current Roadway Designations

Garden Avenue, between Hamline Avenue and Snelling Avenue, is classified as an urban minor collector with an Average Annual Daily Traffic (AADT) ranging from 600 to 1000. The Falcon Woods neighborhood roadways, including Autumn Street, Summer Street, Prior Avenue, Moore Steet, Howell Street, and Garden Avenue (from Moore Street to Howell Street) are classified as residential roadways with an AADT of less than 600.

A.3. Purpose

The purpose of our geotechnical evaluation was to core the existing pavement, characterize the subsurface soil conditions at selected exploration locations, evaluate their impact on the project, and provide geotechnical recommendations for use in the design and rehabilitation of the selected roadways.

A.4. Background Information and Reference Documents

We reviewed the following information:

- Proposed 2023 Pavement Management Map, furnished by the City of Roseville and dated March 8, 2022.

In addition to the provided source, we have used several publicly available sources of information including topography maps obtained from the Minnesota Department of Natural Resources (MnTOPO website) and Google Earth aerial photographs.

We have described our understanding of the proposed construction and site to the extent others reported it to us. Depending on the extent of available information, we may have made assumptions based on our experience with similar projects. If we have not correctly recorded or interpreted the project details, the project team should notify us. New or changed information could require additional evaluation, analyses and/or recommendations.

A.5. Scope of Services

We performed our scope of services for the project in accordance with our Proposal for a Geotechnical Evaluation (QTB156087) dated April 4, 2022. The following list describes the geotechnical tasks completed in accordance with our authorized scope of services.

- Reviewing the background information and reference documents previously cited.
- Staking and coordinating clearing the exploration location of underground utilities. The City of Falcon Heights selected and we staked/marked the new exploration locations in the field. We acquired the surface elevations and locations with GPS technology using the State of Minnesota's permanent GPS base station network. The Soil Boring Location Sketch included in the Appendix shows the approximate locations of the borings.

- Performing 11 standard penetration test (SPT) borings, denoted as ST-1 through ST-11, to nominal depths of 5 feet below grade across the site.
- Core the pavement at each boring location for a total of eleven pavement cores.
- Performing laboratory testing on select samples to aid in soil classification and engineering analysis.
- Preparing this report containing a boring location sketch, logs of soil borings, a summary of the soils encountered, results of laboratory tests, and recommendations for reconstruction/rehabilitation of the existing roadways and pavement design thicknesses.

Our scope of services did not include environmental services or testing and our geotechnical personnel performing this evaluation are not trained to provide environmental services or testing. We can provide environmental services or testing at your request.

B. Results

B.1. Geologic Overview

We based the geologic origins used in this report on the soil types, laboratory testing, and available common knowledge of the geological history of the site. Because of the complex depositional history, geologic origins can be difficult to ascertain. We did not perform a detailed investigation of the geologic history for the site.

B.2. Visual Field Observations

We performed a site visit to visually observe the conditions of the existing pavements across both project areas following completion of the field work and laboratory testing. Visual observations, in combination with the results of the geotechnical evaluation, can offer additional insight into the subgrade conditions in areas where soil borings were not completed. In addition, these visual observations of the existing pavements can help determine the practicality of different rehabilitation options and how the previous pavement section has held up since its previous improvements.

In the Falcon Woods area (Borings ST-1 through ST-7), significant surface distress in the form of surface cracks and some raveling was observed throughout the entire project area. In general, minimal amounts of potholes and rutting were observed with localized areas exhibiting more distress, specifically rutting along Summer Street between Prior Avenue and Howell Street and potholes near the intersection of Howell Street and Prior Avenue. The roadways showed previous signs of maintenance, including bituminous patches and sealed surface cracks.

The Garden Avenue project area (ST-8 through ST-11) showed significant signs of distress in the form of surface cracks and raveling with occasional potholes throughout. Rutting was observed throughout the project area but was more heavily concentrated on the western half of Garden Avenue. The roadway showed previous signs of maintenance, including bituminous patches and sealed surface cracks. The adjacent curb and gutter also showed signs of distress in the form of settlement.

B.3. Existing Pavement Sections

Table 3 below outlines the existing pavement section thicknesses that were encountered during our geotechnical exploration.

Table 3. Existing Pavement Section Profile

Boring Location	In Place Measured Bituminous Pavement Thickness (in)	In-Place Measured Apparent Aggregate Base Thickness (in)
ST-1	3 1/2	5
ST-2	3 1/2	7
ST-3	4	5
ST-4	4 1/2	5
ST-5	3	5 1/2
ST-6	3	5 1/2
ST-7	4	4
ST-8	4	4
ST-9	4 1/2	7
ST-10	4	6
ST-11	7	5

We did not perform gradation analysis on the apparent aggregate base material encountered as part of the pavement section, in accordance with our scope of work. Therefore, we cannot conclusively determine if the encountered material satisfies a particular specification.

B.4. Boring Results

Tables 4 and 5 provides a summary of the soil boring results in the general order we encountered the strata. Please refer to the Log of Boring sheets in the Appendix for additional details. The Descriptive Terminology sheet in the Appendix includes definitions of abbreviations used in Tables 4 and 5.

Table 4. Subsurface Profile Summary – Falcon Woods Area (Borings ST-1 through ST-7)

Strata	Soil Type - ASTM Classification	N values Blows Per Foot (BPF)	Commentary and Details
Pavement section	N/A	N/A	- Observed bituminous pavement thicknesses ranged from 3 to 4 inches. - Apparent aggregate base thicknesses ranged from 4 to 7 inches. - Total pavement section thicknesses ranged from 8 to 10 1/2 inches.
Fill	SM, SP-SM, SC	7 to 40 BPF	- Observed below the pavement sections and extended to the termination depths of the borings. - Consisted of sandy soils at our exploration locations. - Moisture conditions were generally moist. - Seams of clay soils were encountered in Borings ST-2, ST-5, and ST-7. - Highly variable, soils intermixed. - Existing fill contained variable amounts of debris, including concrete and bituminous.

Table 5. Subsurface Profile Summary – Garden Avenue Area (ST-8 through St-11)

Strata	Soil Type - ASTM Classification	N values Blows Per Foot (BPF)	Commentary and Details
Pavement section	N/A	N/A	- Observed bituminous pavement thicknesses ranged from 4 to 7 inches. - Apparent aggregate base thicknesses ranged from 4 to 7 inches. - Total pavement section thicknesses ranged from 8 to 12 inches. - The thicker bituminous pavement encountered at Boring ST-11 is likely due to a boring being completed within a previously patched pothole.
Fill	SM, SP-SM	9 to 50 BPF	- Observed below the pavement sections and extended to the termination depths of the borings. - Fill consisted of sandy soils. - Moisture conditions were generally moist. - Slightly organic fill soils were encountered in boring ST-11 at a depth ranging from approximately 2 to 4 feet below existing grade. - Existing fill contained variable amounts of debris, including concrete debris.

For simplicity in this report, we define existing fill to mean existing, uncontrolled, or undocumented fill.

B.5. Groundwater

We did not observe groundwater while advancing our borings. Therefore, it appears that groundwater is below the depths explored. Project planning should anticipate seasonal and annual fluctuations of groundwater. Should a more accurate determination of groundwater be needed, we recommend the completion of additional soil borings and the installation of piezometers.

B.6. Laboratory Test Results

The boring logs show the results of the laboratory testing we performed next to the tested sample depth.

The moisture content of select fill soil samples ranged from 3 to 14 percent moisture by weight. Sieve analysis tests (passing the #200 sieve only) performed on select fill soil samples indicated between 5 to 44 percent particles passing the #200 sieve by weight. Organic content tests performed on select

samples indicated between 1 to 2 percent organic material, by weight. These percentages classify the material as non- to slightly organic.

C. Recommendations

C.1. Design and Construction Discussion

C.1.a. Understanding of Project Scope

Based on the provided request for proposal dated March 28, 2022, we understand that the City of Falcon Heights is considering cost efficient improvements to the project areas consisting of pavement rehabilitation options and possible reconstruction should the conditions warrant. We assume there will likely not be any utility improvements or large-scale subgrade improvements planned for the Falcon Woods Area project. We expect that pavement rehabilitation options will be the first choice of the City of Falcon Heights.

C.1.b. General Pavement Conditions

Generally, pavement distress observed throughout the project site appears to be in the form of alligator cracking, some potholes, etc. Some rutting was observed in the Falcon Woods neighborhood but on a relatively minor scale. More significant rutting was observed in the Garden Avenue area. Both project areas showed previous signs of maintenance, including bituminous patches and sealed surface cracks.

C.1.c. Observations of Subgrade Soils

Subgrade soils in the Falcon Woods project area generally consisted of sandy fill subgrade soils with some zones of clay-based soils observed. The Garden Avenue project area generally contained sandy subgrade fill soils. Some debris, including concrete and bituminous, was encountered across both project areas. Based on the soil boring samples, the subgrade soils contain minimal organic material within the explored depths.

C.1.d. Pavement Improvement Options

Several options are available for pavement improvement. One option available is full reconstruction, which includes full removal of the existing pavement section, preparation of the subgrade soils (as needed), and placement of a new pavement section. Other options available include Full-Depth Reclamation (FDR), or mill and overlay techniques, which utilize the reuse of the existing pavement to reconstruct a new pavement section. These approaches do not include full removal of the existing pavement section and limits the opportunity to observe and improve the subgrade soils.

While the latter two approaches tend to be more economical, there is a small risk that unforeseen deficiencies in the existing subgrade may lead to future pavement impacts. If subgrade performance is expected to be an issue in the future, rehabilitation options may not be practical or economical to perform and will likely not provide the highest quality pavement over the long term.

If observation of the existing subgrade soils are a priority, we recommend reconstruction of the existing pavement section. This option would provide the highest quality pavement over the longest possible service life but is typically more expensive than other rehabilitation options. We would recommend the existing bituminous pavement and aggregate base layers be removed, the existing subgrade recompacted and minor soil corrections performed as needed, and a new pavement section, including bituminous and aggregate base, be placed.

C.2. Pavement Improvement Recommendations

The following sections provide our recommendations for each of the proposed improvement areas discussed in the RFP. In addition to our recommended approach, we understand there may be cost implications to the city. We encourage the city to investigate multiple approaches to improving the pavements, while understanding that each approach has a slightly different life cycle and subsequent maintenance cycle. While one approach may be the most cost-effective in the short term, the maintenance program may be more involved and have higher cost in the future.

C.2.a. Pavement Improvement Approach – Falcon Woods Area (ST-1 through ST-7)

Based on the results of our exploration, it appears that the existing pavement has reached the end of its lifespan. Based on the type of distress noted in the pavements, and the results of our subsurface exploration, it appears that the existing subgrade is generally sandy in nature and does not appear to be in need of major improvement. Therefore, pavement improvement techniques such as a mill and overlay, or a full-depth reclamation are feasible options. As noted previously, these techniques do not allow for observations of the underlying subgrade soils and improvements to the subgrade. The design team should analyze the cost and practicality associated with each option and choose the option that will best suit the budget, schedule, lifespan, and performance standards for the project. These options will often require more frequent maintenance compared with a full pavement reconstruction but are typically more cost effective during construction.

To perform an FDR of the existing pavements, the full thickness of the existing asphalt is pulverized and blended with a portion of the existing apparent aggregate base to form a new base layer for future asphalt placement. We recommend leaving a nominal section of the existing aggregate base layer in place so the underlying subgrade soils are not incorporated into the reclaimed material. The table below

provides recommended reclamation depths based on the borings performed. Note that pavement section thicknesses are likely to vary, so the contractor should be observing their reclamation during construction and making any necessary adjustments.

Table 6. Anticipated reclamation depths for FDR

Boring	Anticipated Depth (inches)
ST-1	6
ST-2	8
ST-3	7
ST-4	7
ST-5	6
ST-6	6
ST-7	6

We recommend that a minimum of 2 inches of aggregate base is left in place during reclamation operations. The contractor should make efforts to not reclaim the entire existing pavement section and disturb the underlying subgrade soils during reclamation operations.

FDR is typically more cost efficient to perform as compared to full reconstruction and will eliminate the existing near-surface distresses. We recommend a proofroll is performed once the reclaimed material is at pavement elevations. If areas of unsuitable soils are encountered, it may be difficult, but achievable to perform soil corrections; however the contractor will need to remove and store the reclaimed material to perform any subgrade corrections.

Another option available to the project team is to stabilize the reclaimed material using asphalt emulsions or cement. The asphalt emulsion is typically mixed with the reclaimed bituminous and apparent aggregate base material to create a stiffer layer immediately below the new asphalt layer. This option typically reduces the amount of reclaimed aggregate base and bituminous surface material needed for construction of the roadway.

C.2.b. Pavement Improvement Approach – Garden Avenue Area (ST-8 through ST-11)

Based on the results of our exploration, it appears that the existing pavement has reached the end of its lifespan. Due to the visually observed rutting that is occurring and the higher traffic volumes associated with Garden Avenue, it appears there may be subgrade-related issues contributing the distress observed

the pavements. We also understand that there is a planned replacement of the existing watermain along the alignment of Garden Avenue. As such, we recommend a complete reconstruction of Garden Avenue, which will provide the highest quality pavement and improve the subgrade conditions simultaneously. We recommend the existing bituminous pavement and aggregate be removed, the existing subgrade recompacted, and a new pavement section, including bituminous and aggregate base, be placed.

C.3. Site Grading and Excavations

This section outlines site grading recommendations for the full pavement reconstruction option as outlined in Section C.2.b. Included are recommendations for engineered fill soil types and classification, as well as compaction recommendations for both engineered fill soils and aggregate base material.

C.3.a. Engineered Fill Materials and Compaction

Table 7 below contains our recommendations for engineered fill materials.

Table 7. Engineered Fill Materials

Locations To Be Used	Engineered Fill Classification	Possible Soil Type Descriptions	Gradation	Additional Requirements
Pavement areas	Pavement fill	SP, SP-SM, SM	100% passing 3-inch sieve <30% passing No. 200 sieve	< 2% Organic Content (OC) Plasticity index (PI) < 15% Debris Free
- Drainage layer - Non-frost-susceptible	- Free-draining - Non-frost-susceptible fill - MnDOT select granular	SP, SP-SM	100% passing 1-inch sieve < 12% passing #200 sieve	See MnDOT 3149.2.B.2

*More select soils comprised of coarse sands with < 5% passing #200 sieve may be needed to accommodate work occurring in periods of wet or freezing weather.

We recommend spreading engineered fill in loose lifts of approximately 12 inches thick. We recommend compacting engineered fill in accordance with the criteria presented below in Table 8. The project documents should specify relative compaction of engineered fill.

Table 8. Compaction Recommendations Summary - Soil

Reference	Relative Compaction, percent (ASTM D698 – Standard Proctor)	Moisture Content Variance from Optimum, percentage points	
		Granular Soils (SP, SP-SM)	Silty Sand Soils (SM)
Within 3 feet of pavement subgrade	100	*	-2 to +1
More than 3 feet below pavement subgrade	95	*	-1 to +3

*The minimum moisture content should be no less than 5 percent and no more than 3 percentage points over optimum.

Table 9. Compaction Recommendations Summary – Aggregate Base

Material	Relative Compaction, percent (ASTM D698 – Standard Proctor)
Aggregate Base	100

The project documents should not allow the contractor to use frozen material as engineered fill or to place engineered fill on frozen material.

We recommend performing density tests in engineered fill to evaluate if the contractors are effectively compacting the soil and meeting project requirements.

C.4. Pavements

C.4.a. Pavement Subgrade Preparation – Full Reconstruction

We recommend the following steps for pavement subgrade preparation, understanding the site will have a grade change of 1 foot or less. Note that project planning may need to require additional subcuts to limit frost heave.

1. Strip unsuitable soils consisting of existing pavements, organic soils, debris-laden soils, existing structures (if encountered), and other unsuitable soils from the area within 3 feet of the surface of the proposed pavement grade.
2. Have a geotechnical representative observe the excavated subgrade to evaluate if additional subgrade improvements are necessary. Based on the results of the borings, the contractor should anticipate that soil correction excavations of the existing fill may be needed to

provide a stable subgrade. Where needed, subcuts on the order of 2 to 3 feet should be sufficient in pavement areas at this site.

3. Slope subgrade soils to allow the removal of accumulating water.
4. Scarify, moisture condition, and surface compact the subgrade.
5. Place pavement engineered fill to grade and compact in accordance with Section C.3.d. to bottom of pavement and exterior slab section. See Section C.3.e. for additional considerations related to frost heave.
6. Proofroll the pavement or exterior slab subgrade as described in Section C.2.d.

C.4.b. Proofroll Observations

After preparing the subgrade as described in C.3.a for the Garden Avenue Area prior to placing the aggregate base, and after preparing the reclaimed material in the Falcon Woods areas, we recommend proofrolling the soils with a fully loaded tandem-axle truck. We also recommend having a geotechnical representative observe the proofroll. Areas that fail the proofroll likely indicate soft or weak areas that will require additional soil correction work to support pavements.

The contractor should correct areas that display excessive yielding or rutting during the proofroll, as determined by the geotechnical representative. Possible options for subgrade correction include moisture conditioning and recompaction, subcutting and replacement with soil or crushed aggregate, and/or geotextiles. We recommend performing a second proofroll after the aggregate base material is in place, and prior to placing bituminous pavements

C.4.c. Design Sections

Our scope of services for this project did not include laboratory tests on subgrade soils to determine an R-value for pavement design. Based on our experience with similar soils anticipated at the pavement subgrade elevation, we recommend pavement design assume an average R-Value of 20 for both project sites. Note the contractor may need to perform limited removal of unsuitable or less suitable soils to achieve this value. Tables 10 and 11 provides minimum recommended pavement sections, based on the soils support and traffic loads. We understand that the City of Falcon Heights requires all residential roadways to be designed, at a minimum, as a 7-ton roadway.

Table 10. Recommended Minimum Bituminous Pavement Sections – Falcon Woods Area (ST-1 through ST-7)

Use	7-ton roadway	7-ton roadway with stabilized aggregate base
Minimum asphalt thickness (inches)	3 1/2	2
Minimum aggregate base thickness (inches)	6	---
Minimum stabilized aggregate base thickness (inches)	---	5

Table 11. Recommended Minimum Bituminous Pavement Sections - Garden Avenue (ST-8 through ST-11)

Use	7-ton roadway
Minimum asphalt thickness (inches)	4
Minimum aggregate base thickness (inches)	8

C.4.d. Bituminous Pavement Materials

Appropriate mix designs are critical to the performance of flexible pavements. We can provide recommendations for pavement material selection during final pavement design upon request.

C.4.e. Subgrade Drainage

We recommend installing perforated drainpipes throughout pavement areas at low points, around catch basins, and behind curb in landscaped areas. We also recommend installing drainpipes along pavement where exterior grades promote drainage toward those edge areas. The contractor should place drainpipes in small trenches, extended below the aggregate base material. The draitile systems should be tied to the existing storm sewer system for disposal of water runoff.

C.4.f. Performance and Maintenance

We based the above pavement designs on a 20-year performance life for pavements. This is the amount of time before we anticipate the pavement will require reconstruction. This performance life assumes routine maintenance, such as seal coating and crack sealing. The actual pavement life will vary depending on variations in weather, traffic conditions, and maintenance.

Many conditions affect the overall performance of the exterior slabs and pavements. Some of these conditions include the environment, loading conditions and the level of ongoing maintenance. With regard to bituminous pavements in particular, it is common to have thermal cracking develop within the first few years of placement, and continue throughout the life of the pavement. We recommend

developing a regular maintenance plan for filling cracks in exterior slabs and pavements to lessen the potential impacts for cold weather distress due to frost heave or warm weather distress due to wetting and softening of the subgrade.

C.5. Utilities

We understand that there is a watermain replacement planned along the alignment of Garden Avenue. No utility work is planned in the Falcon Woods Area of the project. It should be noted that our soil borings did not extend deep enough to obtain soil conditions for some utilities.

C.5.a. Subgrade Stabilization

For exterior utilities, we anticipate the soils at typical invert elevations will be suitable for utility support. However, if construction encounters unfavorable conditions such as organic soils or debris/gravel-laden soils at invert grades, the unsuitable soils may require some additional subcutting and replacement with sand or crushed rock to prepare a proper subgrade for pipe support. Project design and construction should not place utilities within the 1H:1V oversizing of foundations.

C.5.b. Utility Backfill

We recommend utility trench backfill adhere to the recommendations of Section C.3.a. The contractor should anticipate that zones of less desirable existing fill may need to be separated as well as moisture conditioned prior to placement as utility trench backfill.

D. Procedures

D.1. Penetration Test Borings

We drilled the penetration test borings with a truck-mounted core and auger drill equipped with hollow-stem auger. We performed the borings in general accordance with ASTM D6151 taking penetration test samples at 2 1/2- or 5-foot intervals in general accordance with ASTM D1586. The boring logs show the actual sample intervals and corresponding depths. Pavement cores were also collected near each boring location.

We sealed penetration test boreholes in general accordance with MDH procedures.

D.2. Exploration Logs

D.2.a. Log of Boring Sheets

The Appendix includes Log of Boring sheets for our penetration test borings. The logs identify and describe the penetrated geologic materials, and present the results of penetration resistance and other in-situ tests performed. The logs also present the results of laboratory tests performed on penetration test samples and groundwater measurements.

We inferred strata boundaries from changes in the penetration test samples and the auger cuttings. Because we did not perform continuous sampling, the strata boundary depths are only approximate. The boundary depths likely vary away from the boring locations, and the boundaries themselves may occur as gradual rather than abrupt transitions.

D.2.b. Geologic Origins

We assigned geologic origins to the materials shown on the logs and referenced within this report, based on: (1) a review of the background information and reference documents cited above, (2) visual classification of the various geologic material samples retrieved during the course of our subsurface exploration, (3) penetration resistance testing performed for the project, (4) laboratory test results, and (5) available common knowledge of the geologic processes and environments that have impacted the site and surrounding area in the past.

D.3. Material Classification and Testing

D.3.a. Visual and Manual Classification

We visually and manually classified the geologic materials encountered based on ASTM D2488. When we performed laboratory classification tests, we used the results to classify the geologic materials in accordance with ASTM D2487. The Appendix includes a chart explaining the classification system we used.

D.3.b. Laboratory Testing

The exploration logs in the Appendix note the results of the laboratory tests performed on geologic material samples. We performed the tests in general accordance with ASTM procedures.

D.4. Groundwater Measurements

The drillers checked for groundwater while advancing the penetration test borings, and again after auger withdrawal. We then filled the boreholes or allowed them to remain open for an extended period of observation, as noted on the boring logs.

E. Qualifications

E.1. Variations in Subsurface Conditions

E.1.a. Material Strata

We developed our evaluation, analyses and recommendations from a limited amount of site and subsurface information. It is not standard engineering practice to retrieve material samples from exploration locations continuously with depth. Therefore, we must infer strata boundaries and thicknesses to some extent. Strata boundaries may also be gradual transitions, and project planning should expect the strata to vary in depth, elevation and thickness, away from the exploration locations.

Variations in subsurface conditions present between exploration locations may not be revealed until performing additional exploration work, or starting construction. If future activity for this project reveals any such variations, you should notify us so that we may reevaluate our recommendations. Such variations could increase construction costs, and we recommend including a contingency to accommodate them.

E.1.b. Groundwater Levels

We made groundwater measurements under the conditions reported herein and shown on the exploration logs, and interpreted in the text of this report. Note that the observation periods were relatively short, and project planning can expect groundwater levels to fluctuate in response to rainfall, flooding, irrigation, seasonal freezing and thawing, surface drainage modifications and other seasonal and annual factors.

E.2. Continuity of Professional Responsibility

E.2.a. Plan Review

We based this report on a limited amount of information, and we made a number of assumptions to help us develop our recommendations. We should be retained to review the geotechnical aspects of the designs and specifications. This review will allow us to evaluate whether we anticipated the design correctly, if any design changes affect the validity of our recommendations, and if the design and specifications correctly interpret and implement our recommendations.

E.2.b. Construction Observations and Testing

We recommend retaining us to perform the required observations and testing during construction as part of the ongoing geotechnical evaluation. This will allow us to correlate the subsurface conditions exposed during construction with those encountered by the borings and provide professional continuity from the design phase to the construction phase. If we do not perform observations and testing during construction, it becomes the responsibility of others to validate the assumption made during the preparation of this report and to accept the construction-related geotechnical engineer-of-record responsibilities.

E.3. Use of Report

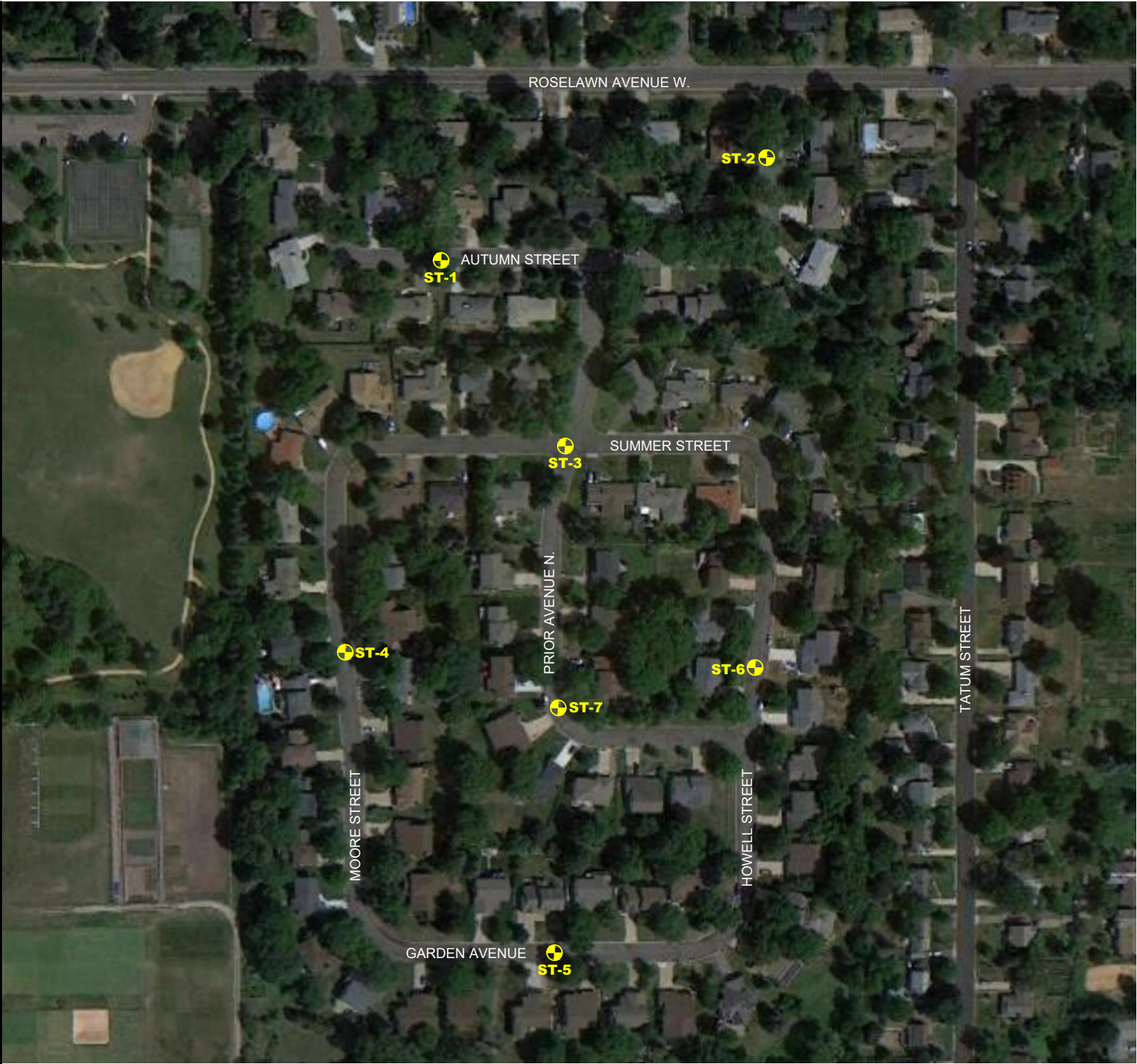
This report is for the exclusive use of the addressed parties. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses and recommendations may not be appropriate for other parties or projects.

E.4. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

Appendix

F:\2022\B2203417\CAD\B2203417.dwg, Geotech, 5/16/2022 4:49:11 AM



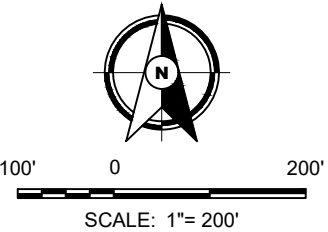
FALCON WOODS NEIGHBORHOOD



VICINITY MAP

NOT TO SCALE

 DENOTES APPROXIMATE LOCATION OF STANDARD PENETRATION TEST BORING



Drawing Information

Project No:
B2203417

Drawing No:
B2203417

Drawn By: JAG
Date Drawn: 4/27/22
Checked By: RSJ
Last Modified: 5/16/22

Project Information

Falcon Heights 2023
Pavement Management

Garden Avenue and
the Falcon Woods
Neighborhood

Falcon Heights,
Minnesota

Soil Boring
Location Sketch

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-1		
					LOCATION: See attached sketch		
					NORTHING: 175582	EASTING: 551775	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 986.9 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous		WEATHER: Sunny	
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
986.1 0.8		PAVEMENT, 3 1/2 inches of bituminous over 5 inches of apparent aggregate base FILL: CLAYEY SAND (SC), trace Gravel, contains concrete debris, brown, moist	11-16-7-6 (23) 16" 2-4-3-5 (7) 18" 1-4-4-5 (8) 15"		14	P200=44%	
980.6 6.3		END OF BORING Boring then backfilled with auger cuttings					Water not observed while drilling.

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-2		
					LOCATION: See attached sketch		
					NORTHING: 175737	EASTING: 552265	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 982.7 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous	WEATHER: Sunny		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
981.8		PAVEMENT, 3 1/2 inches of bituminous over 7 inches of apparent aggregate base		13-6-5-2 (11)			
0.9		FILL: SILTY SAND (SM), fine to medium-grained, trace Gravel, contains seams of Clay, dark brown to brown, moist		3-3-4-5 (7)		13	
979.7		FILL: SILTY SAND (SM), fine to medium-grained, trace Gravel, contains seams of Clay, brown, moist		6-5-8-11 (13)			
3.0		<i>Little Gravel at 5 feet</i>	5	15"			
976.4		END OF BORING					Water not observed while drilling.
6.3		Boring then backfilled with auger cuttings					
			10				
			15				
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

[illegible]

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-4			
					LOCATION: See attached sketch			
					NORTHING: 174993	EASTING: 551631		
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22			
SURFACE ELEVATION: 984.9 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous		WEATHER: Sunny		
Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)		Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
984.1		PAVEMENT, 4 1/2 inches of bituminous over 5			10-14-8-6			
0.8		1/2 inches of apparent aggregate base			(22)		8	P200=22%
982.9		FILL: SILTY SAND (SM), fine to coarse-grained, little Gravel, dark brown, moist			18"			
2.0		FILL: SILTY SAND (SM), fine to medium-grained, trace Gravel, contains bituminous			10-12-18-18			
980.9		debris, dark brown, moist			(30)			
4.0		FILL: SILTY SAND (SC-SM), fine to medium-grained, trace Gravel, contains seams of Clay, brown, moist		5	6"			
978.6					12-13-10-10			
6.3					(23)			
		END OF BORING			22"			Water not observed while drilling.
		Boring then backfilled with auger cuttings						
				10				
				15				
				20				
				25				
				30				

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-5		
					LOCATION: See attached sketch		
					NORTHING: 174541	EASTING: 551946	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 984.0 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous	WEATHER: Sunny		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
983.3 0.7		PAVEMENT, 3 inches of bituminous over 5 1/2 inches of apparent aggregate base		7-11-14-8 (25) 19"			Water not observed while drilling.
		FILL: SILTY SAND with GRAVEL (SM), fine to medium-grained, brown, moist		14-16-17-22 (33) 16"			
980.0 4.0		FILL: SILTY SAND (SM), fine to coarse-grained, trace Gravel, brown, moist	5	7-7-7-10 (14) 20"		6	
977.7 6.3		END OF BORING					
		Boring then backfilled with auger cuttings					
			10				
			15				
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota						BORING:		ST-6						
						LOCATION: See attached sketch								
						NORTHING:		174970	EASTING:		552247			
DRILLER:		C. McClain	LOGGED BY:		R. Jett	START DATE:		05/06/22	END DATE:		05/06/22			
SURFACE ELEVATION:		984.2 ft	RIG:		7514	METHOD:		2 1/4" HSA	SURFACING:		Bituminous	WEATHER:		Sunny
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)				Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks				
983.5 0.7		PAVEMENT, 3 inches of bituminous over 5 1/2 inches of apparent aggregate base FILL: POORLY GRADED SAND with SILT and GRAVEL (SP-SM), fine to coarse-grained, brown, moist				6-12-21-14 (33) 20" 10-26-14-11 (40) 18" 10-10-8-12 (18) 16"		4	P200=7% Water not observed while drilling.					
978.0 6.2		END OF BORING Boring then backfilled with auger cuttings												

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-7			
					LOCATION: See attached sketch			
					NORTHING: 174909	EASTING: 551951		
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22			
SURFACE ELEVATION: 986.9 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous		WEATHER: Sunny		
Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)		Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
986.2		PAVEMENT, 4 inches of bituminous over 4			2-10-15-18			
0.7		inches of apparent aggregate base			(25)		5	
984.9		FILL: SILTY SAND (SM), fine to coarse-			18"			
2.0		grained, little Gravel, dark brown to brown, moist			38-19-16-16			
		FILL: SILTY SAND with GRAVEL (SM), fine to coarse-grained, brown, moist			(35)			
		Clay seams at 4 feet			14"			
				5	50-30-8-8		8	
					(38)			
980.6					16"			
6.3		END OF BORING						Water not observed while drilling.
		Boring then backfilled with auger cuttings						
				10				
				15				
				20				
				25				
				30				

See Descriptive Terminology sheet for explanation of abbreviations

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-8		
					LOCATION: See attached sketch		
					NORTHING: 174560	EASTING: 556224	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 968.4 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous	WEATHER: Sunny		

Elev./Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
967.7		PAVEMENT, 4 inches of bituminous over 4		10-50			
0.7		inches of apparent aggregate base		(50)			
966.4		FILL: SILTY SAND (SM), fine to medium-		10"			
2.0		grained, trace Gravel, contains concrete debris,		10-10-8-12			
		dark brown, moist		(18)			
964.4		FILL: SILTY SAND (SM), fine to medium-		20"		5	P200=16%
4.0		grained, trace Gravel, brown, moist		10-9-10-12			
		FILL: POORLY GRADED SAND with SILT (SP-	5	(19)			
962.1		SM), fine to medium-grained, trace Gravel,		22"			
6.3		contains seams of Silt, light brown, moist					Water not observed while drilling.
		END OF BORING					
		Boring then backfilled with auger cuttings					
			10				
			15				
			20				
			25				
			30				

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-9		
					LOCATION: See attached sketch		
					NORTHING: 174573	EASTING: 557065	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 953.5 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous	WEATHER: Sunny		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
952.5		PAVEMENT, 4 1/2 inches of bituminous over 7 inches of apparent aggregate base		23-34-14-3 (48) 18"			P200=5% Water not observed while drilling.
1.0		FILL: SILTY SAND (SM), fine to coarse-grained, little Gravel, brown, moist <i>Concrete debris at 2 feet</i>		10-16-23-17 (39) 20"			
949.5		FILL: POORLY GRADED SAND (SP), fine to coarse-grained, trace Gravel, brown, moist	5	5-6-5-5 (11) 18"		3	
4.0							
947.2		END OF BORING					
6.3		Boring then backfilled with auger cuttings					
			10				
			15				
			20				
			25				
			30				

Project Number B2203417 Geotechnical Evaluation Falcon Heights 2023 Pavement Mgmt Garden Avenue Falcon Heights, Minnesota					BORING: ST-10		
					LOCATION: See attached sketch		
					NORTHING: 174585	EASTING: 557813	
DRILLER: C. McClain		LOGGED BY: R. Jett		START DATE: 05/06/22	END DATE: 05/06/22		
SURFACE ELEVATION: 948.7 ft		RIG: 7514	METHOD: 2 1/4" HSA	SURFACING: Bituminous	WEATHER: Sunny		
Elev./ Depth ft	Water Level	Description of Materials (Soil-ASTM D2488 or 2487; Rock-USACE EM 1110-1-2908)	Sample	Blows (N-Value) Recovery	q _p tsf	MC %	Tests or Remarks
947.9 0.8		PAVEMENT, 4 inches of bituminous over 6 inches of apparent aggregate base		11-11-9-5 (20) 16"		6	Water not observed while drilling.
		FILL: POORLY GRADED SAND with SILT (SP-SM), fine to coarse-grained, trace Gravel, contains seams of Clay, light brown, moist		8-9-7-9 (16) 18"			
944.7 4.0		FILL: POORLY GRADED SAND (SP), fine to coarse-grained, trace Gravel, light brown, moist	5	5-5-5-7 (10) 20"			
942.4 6.3		END OF BORING					
		Boring then backfilled with auger cuttings					
			10				
			15				
			20				
			25				
			30				

See Descriptive Terminology sheet for explanation of abbreviations

[illegible]

		
BRAUN INTERTEC	Falcon Heights 2023 Pavement Management B2203417	Core Photo Log
11001 Hampshire Avenue S Minneapolis, MN 55438 952.995.2000 Braunintertec.com		ST-1

		
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BRAUN INTERTEC	Falcon Heights 2023 Pavement Management B2203417	Core Photo Log
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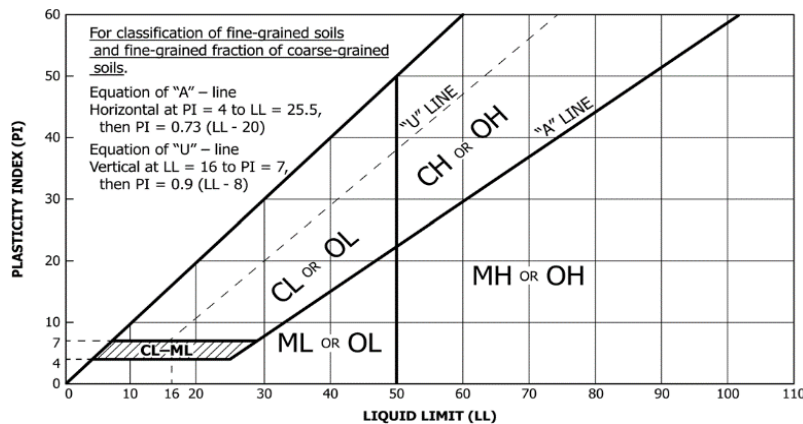
		
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Criteria for Assigning Group Symbols and Group Names Using Laboratory Tests ^A				Group Symbol	Soil Classification	
					Group Name ^B	
Coarse-grained Soils (more than 50% retained on No. 200 sieve)	Gravels (More than 50% of coarse fraction retained on No. 4 sieve)	Clean Gravels (Less than 5% fines ^C)	$C_u \geq 4$ and $1 \leq C_c \leq 3^D$	GW	Well-graded gravel ^E	
			$C_u < 4$ and/or ($C_c < 1$ or $C_c > 3$) ^D	GP	Poorly graded gravel ^E	
		Gravels with Fines (More than 12% fines ^C)	Fines classify as ML or MH	GM	Silty gravel ^{EFG}	
			Fines Classify as CL or CH	GC	Clayey gravel ^{EFG}	
	Sands (50% or more coarse fraction passes No. 4 sieve)	Clean Sands (Less than 5% fines ^H)	$C_u \geq 6$ and $1 \leq C_c \leq 3^D$	SW	Well-graded sand ^I	
			$C_u < 6$ and/or ($C_c < 1$ or $C_c > 3$) ^D	SP	Poorly graded sand ^I	
		Sands with Fines (More than 12% fines ^H)	Fines classify as ML or MH	SM	Silty sand ^{FGI}	
			Fines classify as CL or CH	SC	Clayey sand ^{FGI}	
Fine-grained Soils (50% or more passes the No. 200 sieve)	Silts and Clays (Liquid limit less than 50)	Inorganic	PI > 7 and plots on or above "A" line ^J	CL	Lean clay ^{KLM}	
			PI < 4 or plots below "A" line ^J	ML	Silt ^{KLM}	
		Organic	Liquid Limit – oven dried Liquid Limit – not dried <0.75	OL	Organic clay ^{KLMN} Organic silt ^{KLMQ}	
			PI plots on or above "A" line	CH	Fat clay ^{KLM}	
	Silts and Clays (Liquid limit 50 or more)	Inorganic	PI plots below "A" line	MH	Elastic silt ^{KLM}	
			Liquid Limit – oven dried Liquid Limit – not dried <0.75	OH	Organic clay ^{KLMP} Organic silt ^{KLMQ}	
		Highly Organic Soils		Primarily organic matter, dark in color, and organic odor	PT	Peat

- A. Based on the material passing the 3-inch (75-mm) sieve.
B. If field sample contained cobbles or boulders, or both, add "with cobbles or boulders, or both" to group name.
C. Gravels with 5 to 12% fines require dual symbols:
GW-GM well-graded gravel with silt
GW-GC well-graded gravel with clay
GP-GM poorly graded gravel with silt
GP-GC poorly graded gravel with clay
D. $C_u = D_{60} / D_{10}$ $C_c = (D_{30})^2 / (D_{10} \times D_{60})$
E. If soil contains $\geq 15\%$ sand, add "with sand" to group name.
F. If fines classify as CL-ML, use dual symbol GC-GM or SC-SM.
G. If fines are organic, add "with organic fines" to group name.
H. Sands with 5 to 12% fines require dual symbols:
SW-SM well-graded sand with silt
SW-SC well-graded sand with clay
SP-SM poorly graded sand with silt
SP-SC poorly graded sand with clay
I. If soil contains $\geq 15\%$ gravel, add "with gravel" to group name.
J. If Atterberg limits plot in hatched area, soil is CL-ML, silty clay.
K. If soil contains 15 to < 30% plus No. 200, add "with sand" or "with gravel", whichever is predominant.
L. If soil contains $\geq 30\%$ plus No. 200, predominantly sand, add "sandy" to group name.
M. If soil contains $\geq 30\%$ plus No. 200 predominantly gravel, add "gravelly" to group name.
N. PI ≥ 4 and plots on or above "A" line.
O. PI < 4 or plots below "A" line.
P. PI plots on or above "A" line.
Q. PI plots below "A" line.



DD Dry density, pcf
WD Wet density, pcf
P200 % Passing #200 sieve
MC Moisture content, %
OC Organic content, %

Laboratory Tests

q_p Pocket penetrometer strength, tsf
 q_u Unconfined compression test, tsf
LL Liquid limit
PL Plastic limit
PI Plasticity index

Particle Size Identification

Boulders..... over 12"
Cobbles..... 3" to 12"
Gravel
Coarse..... 3/4" to 3" (19.00 mm to 75.00 mm)
Fine..... No. 4 to 3/4" (4.75 mm to 19.00 mm)
Sand
Coarse..... No. 10 to No. 4 (2.00 mm to 4.75 mm)
Medium..... No. 40 to No. 10 (0.425 mm to 2.00 mm)
Fine..... No. 200 to No. 40 (0.075 mm to 0.425 mm)
Silt..... No. 200 (0.075 mm) to .005 mm
Clay..... < .005 mm

Relative Proportions^{L M}

trace..... 0 to 5%
little..... 6 to 14%
with..... $\geq 15\%$

Inclusion Thicknesses

lens..... 0 to 1/8"
seam..... 1/8" to 1"
layer..... over 1"

Apparent Relative Density of Cohesionless Soils

Very loose 0 to 4 BPF
Loose 5 to 10 BPF
Medium dense..... 11 to 30 BPF
Dense..... 31 to 50 BPF
Very dense..... over 50 BPF

Consistency of Cohesive Soils

Very soft..... 0 to 1 BPF..... < 0.25 tsf
Soft..... 2 to 4 BPF..... 0.25 to 0.5 tsf
Medium..... 5 to 8 BPF..... 0.5 to 1 tsf
Stiff..... 9 to 15 BPF..... 1 to 2 tsf
Very Stiff..... 16 to 30 BPF..... 2 to 4 tsf
Hard..... over 30 BPF..... > 4 tsf

Moisture Content:

Dry: Absence of moisture, dusty, dry to the touch.
Moist: Damp but no visible water.
Wet: Visible free water, usually soil is below water table.

Drilling Notes:

Blows/N-value: Blows indicate the driving resistance recorded for each 6-inch interval. The reported N-value is the blows per foot recorded by summing the second and third interval in accordance with the Standard Penetration Test, ASTM D1586.

Partial Penetration: If the sampler could not be driven through a full 6-inch interval, the number of blows for that partial penetration is shown as #/x" (i.e. 50/2"). The N-value is reported as "REF" indicating refusal.

Recovery: Indicates the inches of sample recovered from the sampled interval. For a standard penetration test, full recovery is 18", and is 24" for a thinwall/shelby tube sample.

WOH: Indicates the sampler penetrated soil under weight of hammer and rods alone; driving not required.

WOR: Indicates the sampler penetrated soil under weight of rods alone; hammer weight and driving not required.

Water Level: Indicates the water level measured by the drillers either while drilling (, at the end of drilling (, or at some time after drilling ().

Sample Symbols

 Standard Penetration Test
 Modified California (MC)
 Auger
 Grab Sample
 Rock Core
 Thinwall (TW)/Shelby Tube (SH)
 Texas Cone Penetrometer
 Dynamic Cone Penetrometer

Pavement Evaluation Report

Falcon Heights 2025 CIP Pavement Evaluation
Northome Neighborhood
Falcon Heights, Minnesota

Prepared for

City of Falcon Heights

Professional Certification:

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Heidi C. Olson, PE
Project Engineer
License Number: 57243
December 3, 2024



December 3, 2024

Project B2410775

Mr. Erik Henriksen
City of Falcon Heights
2077 Larpenteur Avenue W.
Falcon Heights, MN 55113

Re: Pavement Evaluation Report
Falcon Heights 2025 CIP Pavement Evaluation
Northome Neighborhood
City Project Number 25-01
Falcon Heights, Minnesota

Dear Mr. Henriksen:

We are pleased to present this Pavement Evaluation Report for the Falcon Heights 2025 CIP project in Northome Neighborhood in Falcon Heights, Minnesota.

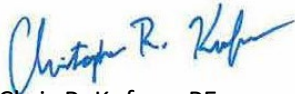
Thank you for making Braun Intertec your consultant for this project. If you have questions about this report, or if there are other services that we can provide in support of our work to date, please contact Heidi Olson at 612.597.6244 or holson@braunintertec.com.

Sincerely,

BRAUN INTERTEC CORPORATION



Heidi C. Olson, PE
Project Engineer



Chris R. Kufner, PE
Associate Director, Principal Engineer

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Appendix

Exploration Location Sketch

Pavement Core Photo Log (C-1 to C-11)

A. Introduction

A.1. Project Description

Braun Intertec Corporation was contracted by the City of Falcon Heights to perform a pavement evaluation of the Northome neighborhood in Falcon Heights, Minnesota to determine the feasibility of mill-and-overlay for pavement improvements, or if another repair like full-depth reclamation is warranted. Table 1 summarizes the streets included in the project, which total about 1.3 miles in length.

As part of our work, it was requested that we perform pavement cores and hand auger borings.

Table 1. Northome Neighborhood Street Segments

Street	From	To	Approximate Length (feet)
California Avenue	Arona Street	Hamline Avenue	1,950
Idaho Avenue	Snelling Drive	Hamline Avenue	2,500
Iowa Avenue	330 feet west of Arona Street	Hamline Avenue	2,300
Total			6,750

We have attempted to describe our understanding of the proposed project to the extent it was reported to us. Depending on the extent of available information, assumptions may have been made based on our experiences with similar projects. If we have not correctly recorded or interpreted the project details, we should be notified. New or changed information could require additional evaluation, analyses and/or recommendations.

A.2. Purpose

The purpose of the pavement evaluation is to determine the thickness and condition of the in-place pavement materials for use in providing recommendations related to pavement repair.

A.3. Traffic Data

Traffic data was not provided and is not available on MnDOT's Traffic Mapping Application. However, based on the streets being residential, low-volume streets, we anticipate the Annual Average Daily Traffic (AADT) counts are less than 400 vehicles per day, and the estimated 20-year Equivalent Single Axle Loads (ESALs) for flexible pavement are less than 50,000.

A.4. Background Information and Reference Documents

To facilitate our evaluation, we were provided with or reviewed the following information or documents:

- Aerial Maps available from Google Earth®
- Minnesota Geological Survey
- Map of streets to be tested, as provided by the City
- Our discussions with the City of Falcon Heights.

A.5. Scope of Services

Our scope of services for this project was requested by Mr. Erik Henricksen via email on October 9, 2024. We performed our scope of services for the project in accordance with our Proposal QTB204819 dated October 24, 2024, and authorized on November 18, 2024. Tasks performed in accordance with our authorized scope of services included:

- Performing pavement cores and hand auger borings at 11 locations selected by Braun Intertec.
- Preparing this report to summarize our findings and results and to provide design and construction recommendations for the Northome Neighborhood pavement improvements.

B. Results

B.1. Pavement Core and Hand Auger Boring Results

A total of 11 pavement core and hand auger borings were performed on the streets. Locations are shown on the sketch provided in the Appendix. Results are provided in Table 2 and photographs of the cores are provided in the Appendix.

Directly beneath the apparent aggregate base, the hand auger borings encountered subgrade soil consisting of dark brown and brown silty and clayey sand with variable amounts of gravel. Although we did not perform laboratory testing on this material, we assume the subgrade soils have an R-value of 20.

Table 2. Pavement Core and Hand Auger Boring Results

Core	Roadway	Bituminous Thickness (inches)	Apparent Aggregate Base Thickness (inches)	Total Pavement Thickness (inches)	Core Condition Notes
C-1	California Avenue	5	11	16	Low to moderate severity stripping throughout
C-2		3.25	17.75	21	Low severity stripping in bottom 1"
C-3		4	12	16	Low severity stripping in bottom 1"
C-4	Idaho Avenue	5.5	18.5	24	Low to moderate severity stripping throughout
C-5		2.5	6.5	9	Low to moderate severity stripping throughout
C-6		4	14	18	Low severity stripping in bottom 1"
C-7		4.75	4.25	9	Low to severe stripping throughout, core separated at top 1"
C-8	Iowa Avenue	4.25	16	20.25	Low to moderate severity stripping throughout
C-9		3.25	5.75	9	Low to moderate severity stripping throughout
C-10		2	13	15	Low to moderate severity stripping throughout
C-11		1.75	13.25	15	Low to moderate severity stripping throughout

Stripping within cores represents the deterioration of the asphalt/aggregate bond in a bituminous pavement due to the presence of moisture. Stripping often begins at the bottom of the bituminous layer, where it may be in contact with saturated aggregate or soil, and then proceeds upward within the pavement.

Low-severity stripping is common in bituminous pavements over time. However, those that have stripped to medium to severe degrees typically are not considered candidates for rehabilitation approaches that may leave any damaged portion of the pavement in place, such as with a mill-and-overlay.

C. Recommendations

C.1. Discussion of Pavement Repair Options

Based on our discussions, we understand the city was originally considering mill-and-overlay for repair of the Northome Neighborhood streets. However, after further inspection of the streets after the submittal of our proposal, we understand the city is concerned that the streets may be beyond the benefit of mill-and-overlay, and are considering other repairs, such as Full Depth Reclamation (FDR).

Mill-and-overlay requires at least 1 inch of intact bituminous pavement left in place to support the milling and paving operations. Since this repair approach leaves a portion of the existing bituminous in place, reflective cracking will occur, typically within the first year. FDR is the process of pulverizing and blending the in-place bituminous and underlying aggregate base and placing the reclaim material back down as a new aggregate base layer. Reclamation equipment typically has a minimum reclaim depth of 6 inches, and the reclaim material is ideally more than 50% recycled asphalt pavement (RAP). A new bituminous overlay is paved over the compacted reclaim layer. This repair approach extends through the full bituminous section and therefore mitigates the possibility of reflective cracking.

Based on the results of the pavement cores and hand auger borings, bituminous thicknesses varied between about 1.75 and 5.5 inches, and aggregate base thicknesses varied between 4.25 and 18.5 inches. Based on the core conditions, each street has areas of moderate or severe stripping present, which is not ideal for mill-and-overlay. Additionally, the bituminous thickness on Iowa Avenue is 1.75- to 2-inches thick in some places, which would not leave enough existing bituminous in place to perform mill-and-overlay. Based on the bituminous and aggregate base thicknesses, we believe each of the streets are good candidates for FDR.

C.2. FDR Recommendations

C.2.a. Pulverization and Compaction

We recommend following MnDOT Specification 2215 for the reclaiming process. We recommend reclaiming to a depth of approximately 8 inches. We recommend removing excess reclaimed material to minimize grade changes. We anticipate approximately 3.5 inches of material will need to be removed. If desired, the excess reclaimed material can be used as fill, backfill, or aggregate base for other projects.

If undisturbed, we anticipate that any remaining aggregate base and the underlying subgrade will provide sufficient structure to support construction traffic.

C.2.b. Test Roll

Following compaction, we recommend exposed materials be test rolled to check for the presence of localized weak areas. The test roll should be performed with a fully loaded, tandem axle dump truck at walking speed.

The test roll should be observed by a geotechnical engineer or qualified observer. Any detected weak areas should be corrected with a subcut and backfilled with excess reclaimed material or other suitable material such as MnDOT Class 5 aggregate base or Select Granular.

C.2.c. Pavement Design

We recommend the pavement section in Table 3.

Table 3. Recommended Pavement Design

Layer	Thickness (inches)	Designation/MnDOT Spec.
Bituminous Wear	3.5 (two lifts)	SPWEA240C or SPWEA340C / 2360
Aggregate Base	4.5 (Reclaim)	Reclaim Material / 2215
	1 to 16 (Remaining in-place)	---

C.2.d. Materials and Compaction

For reclamation, we recommend that reclaimed materials meet MnDOT Specification 2215 for Reclamation. We recommend that the materials be compacted using the Penetration Index Method as per MnDOT Specification 2211.

All bituminous mixes should meet the requirements outlined in MnDOT Specification 2360. We recommend the bituminous be placed in lifts between 1 1/2 and 2 inches.

We recommend tack coat meeting MnDOT Specification 2357 be placed between the lifts and along vertical faces where paving will match adjacent pavement.

C.2.e. Performance and Maintenance

We based the above pavement design on a 20-year performance life. This is the amount of time before we anticipate the pavement will require rehabilitation. This performance life assumes routine maintenance, such as seal coating and crack sealing. The actual pavement life will vary depending on variations in weather, traffic conditions and maintenance.

Many conditions affect the overall performance of the pavements. Some of these conditions include the environment, loading conditions and the level of ongoing maintenance. With regards to bituminous pavements, it is common to have thermal cracking develop within the first few years of placement and continue throughout the life of the pavement. We recommend developing a regular maintenance plan for filling cracks in pavements to lessen the potential impacts for cold weather distress due to frost heave or warm weather distress due to wetting and softening of the subgrade.

D. Procedures

D.1. Pavement Coring and Hand Auger Borings

Pavement coring and hand auger borings were performed on November 18, 2024. Exploration locations were selected by Braun Intertec and were conducted using a 4-inch core barrel. The bituminous pavement was repaired with a cold-mix bituminous patch immediately after coring.

Hand auger borings were performed within the core holes and were backfilled with the auger cuttings. The approximate thicknesses of the bituminous and underlying base materials at the explored locations were measured and recorded in the field.

E. Continuity of Professional Responsibility

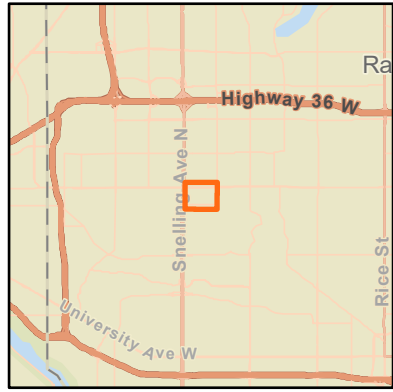
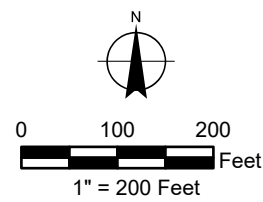
E.1. Use of Report

This report is for the exclusive use of the parties to which it has been addressed. Without written approval, we assume no responsibility to other parties regarding this report. Our evaluation, analyses, and recommendations may not be appropriate for other parties or projects.

E.2. Standard of Care

In performing its services, Braun Intertec used that degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession currently practicing in the same locality. No warranty, express or implied, is made.

Appendix



Drawing Information

Project No:
B2410775

Drawing No:
Coring Location Sketch

Drawn By: ZS
Date Drawn: 11/21/2024
Checked By: HO
Last Modified: 11/21/2024

Project Information

Northome Neighborhood Mill & Overlay

California Ave, Iowa Ave,
Idaho Ave between
Snelling Ave and
Hamline Ave

Falcon Heights,
Minnesota

Coring Location Sketch



Core #: C-1
Pavement: 5 inches Agg Base: 11 inches
Location: California Avenue
Date: November 18, 2024

Project: B2410775

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INTERTEC



Core #: C-2
Pavement: 3.25 inches Agg Base: 17.75 inches
Location: California Avenue
Date: November 18, 2024

Project: B2410775

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Core #: C-3
Pavement: 4 inches Agg Base: 12 inches
Location: California Avenue
Date: November 18, 2024

Project: B2410775

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Core #: C-4
Pavement: 5.5 inches Agg Base: 18.5 inches
Location: Idaho Avenue
Date: November 18, 2024

Project: B2410775

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Core #: C-5
Pavement: 2.5 inches Agg Base: 6.5 inches
Location: Idaho Avenue
Date: November 18, 2024

Project: B2410775

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Core #: C-6
Pavement: 4 inches Agg Base: 14 inches
Location: Idaho Avenue
Date: November 18, 2024

Project: B2410775

BRAUN
INTERTEC



Core #: C-7
Pavement: 4.75 inches Agg Base: 4.25 inches
Location: Idaho Avenue
Date: November 18, 2024

Project: B2410775

BRAUN
INTERTEC



Core #: C-8
Pavement: 4.25 inches Agg Base: 16 inches
Location: Iowa Avenue
Date: November 18, 2024

Project: B2410775

BRAUN
INTERTEC



Core #: C-9
Pavement: 3.25 inches Agg Base: 5.75 inches
Location: Iowa Avenue
Date: November 18, 2024

Project: B2410775

BRAUN
INTERTEC



Core #: C-10
Pavement: 2 inches Agg Base: 13 inches
Location: Iowa Avenue
Date: November 18, 2024

Project: B2410775

BRAUN
INTERTEC



Core #: C-11
Pavement: 1.75 inches Agg Base: 13.25 inches
Location: Iowa Avenue
Date: November 18, 2024

Project: B2410775

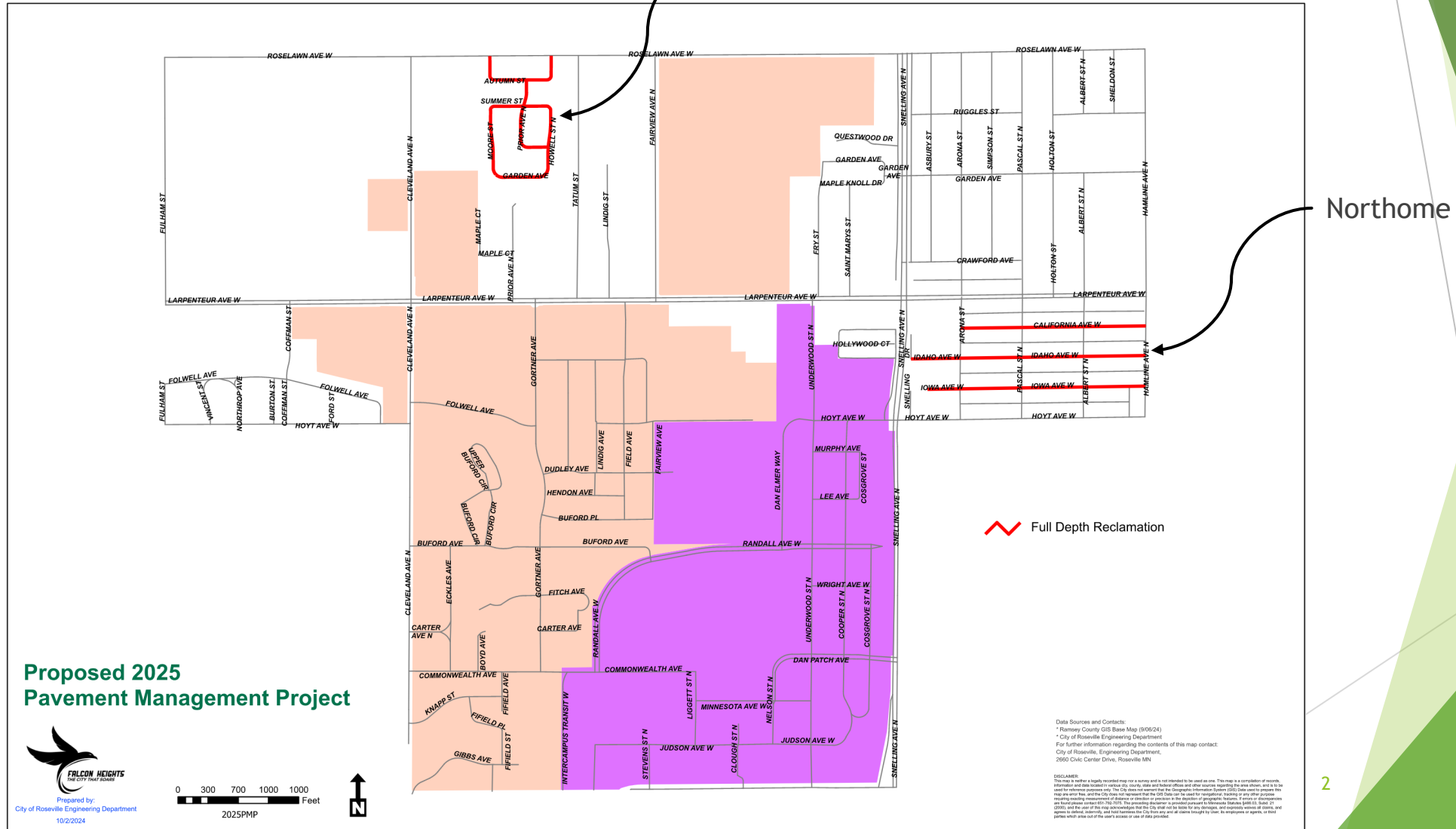
BRAUN
INTERTEC



2025 Pavement Management Project (PMP)

January 22, 2025

Project Map



2025 PMP – Proposed Improvements

Falcon Woods

- ▶ Full Depth Reclamation
- ▶ Repave 3.5” New Asphalt
- ▶ Curb and Gutter Spot Replacement
- ▶ Trail Rehabilitation (not assessed)
- ▶ Spot Storm Repairs
- ▶ Stormwater BMP Improvements
- ▶ Spot Sanitary Repairs

Northome

- ▶ Full Depth Reclamation
- ▶ Repave 3.5” New Asphalt
- ▶ Curb and Gutter Spot Replacement
- ▶ Spot Sanitary Repairs
- ▶ Curtis Field Parking Lot (not assessed)

Public Agencies

- ▶ MnDOT
 - MSA funding and plan review
- ▶ City of Roseville
 - Engineering and construction services
- ▶ St. Paul Regional Water Services (SPRWS)
 - No major improvements identified by SPRWS in any project area
 - Lead services within Northome Neighborhood (6 identified)
- ▶ Capitol Region & Rice Creek Watershed Districts
 - Project does not trigger additional storm improvements
 - Erosion control permits from Capitol Region will be required
- ▶ Ramsey County
 - Project areas abut County ROW and will coordinate necessary permits

Private Utilities

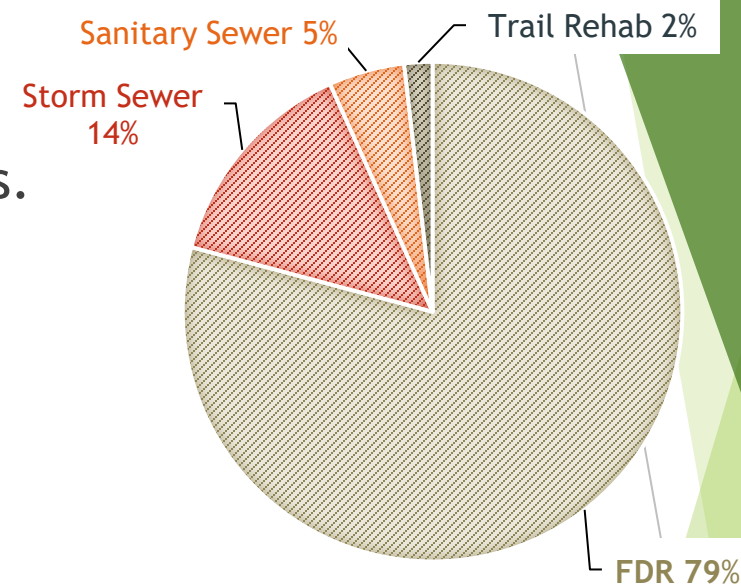
City will coordinate any necessary relocations or improvements in conjunction with the project. These would be identified during the design process this winter Private Utilities operating in the City right-of-way include:

- ▶ Xcel Energy
- ▶ Century Link (Lumen)
- ▶ Comcast
- ▶ MCI
- ▶ Zayo

Project Cost Estimates

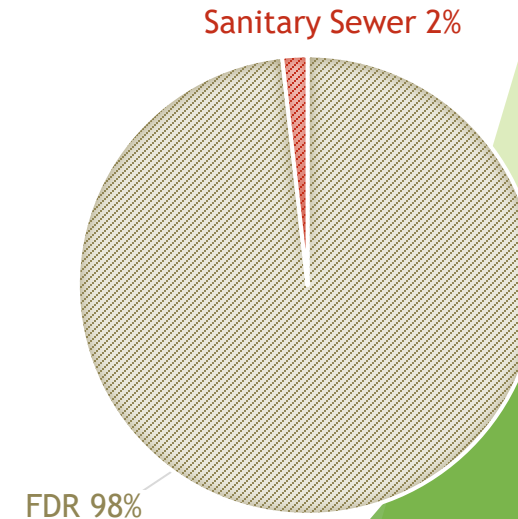
Total project cost for Falcon Woods is estimated at \$1,099,000, including contingency and engineering costs.

- ▶ Full Depth Reclamation (FDR): \$870,000
- ▶ Storm Sewer Costs: \$155,000
- ▶ Sanitary Sewer Costs: \$54,000
- ▶ Trail Rehabilitation: \$20,000



Total project cost for Northhome is estimated at \$931,500 including contingency and engineering costs.

- ▶ Full Depth Reclamation (FDR): \$915,000
- ▶ Sanitary Sewer Costs: \$16,500



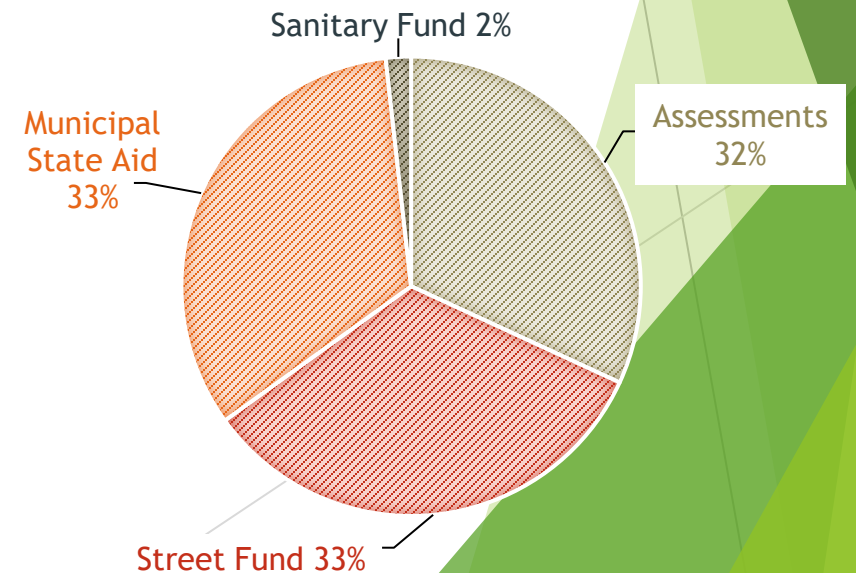
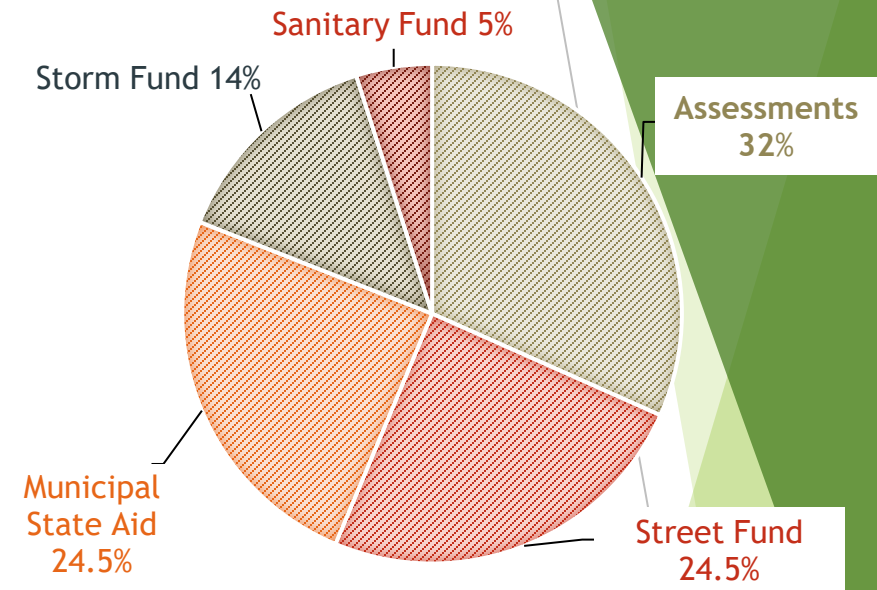
Project Funding

Funding for Falcon Woods comes from several sources

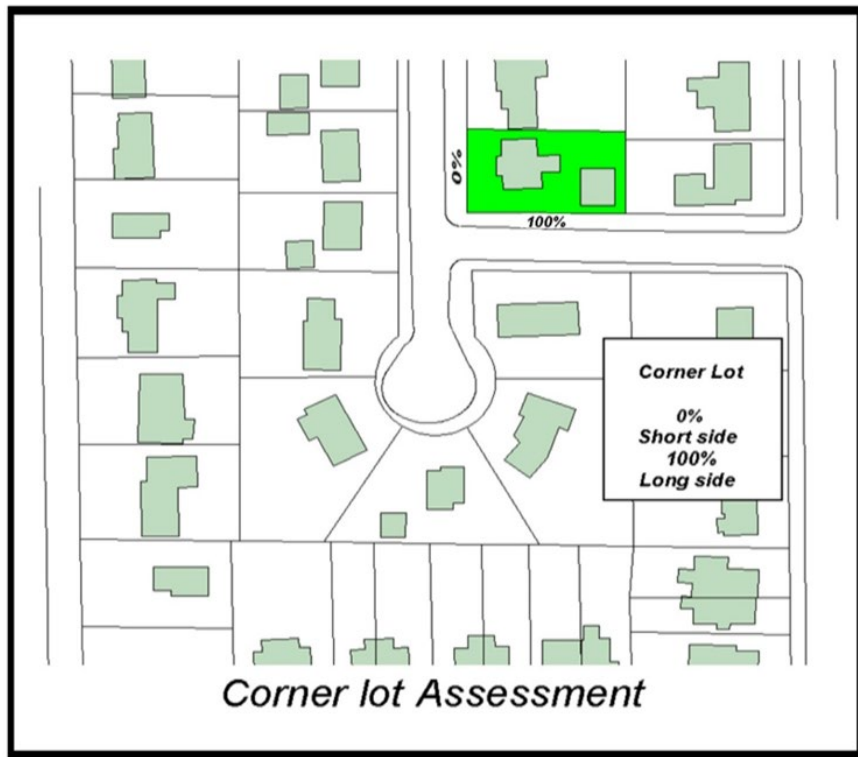
- ▶ Approximated Assessments: \$348,000
- ▶ Street Fund: \$271,000
- ▶ Municipal State Aid: \$271,000
- ▶ Storm Sewer Fund: \$155,000
- ▶ Sanitary Sewer Fund: \$54,000

Funding for Northome comes from several sources

- ▶ Approximated Assessments: \$297,000
- ▶ Street Fund: \$309,000
- ▶ Municipal State Aid: \$309,000
- ▶ Storm Sewer Fund: \$0
- ▶ Sanitary Sewer Fund: \$16,500

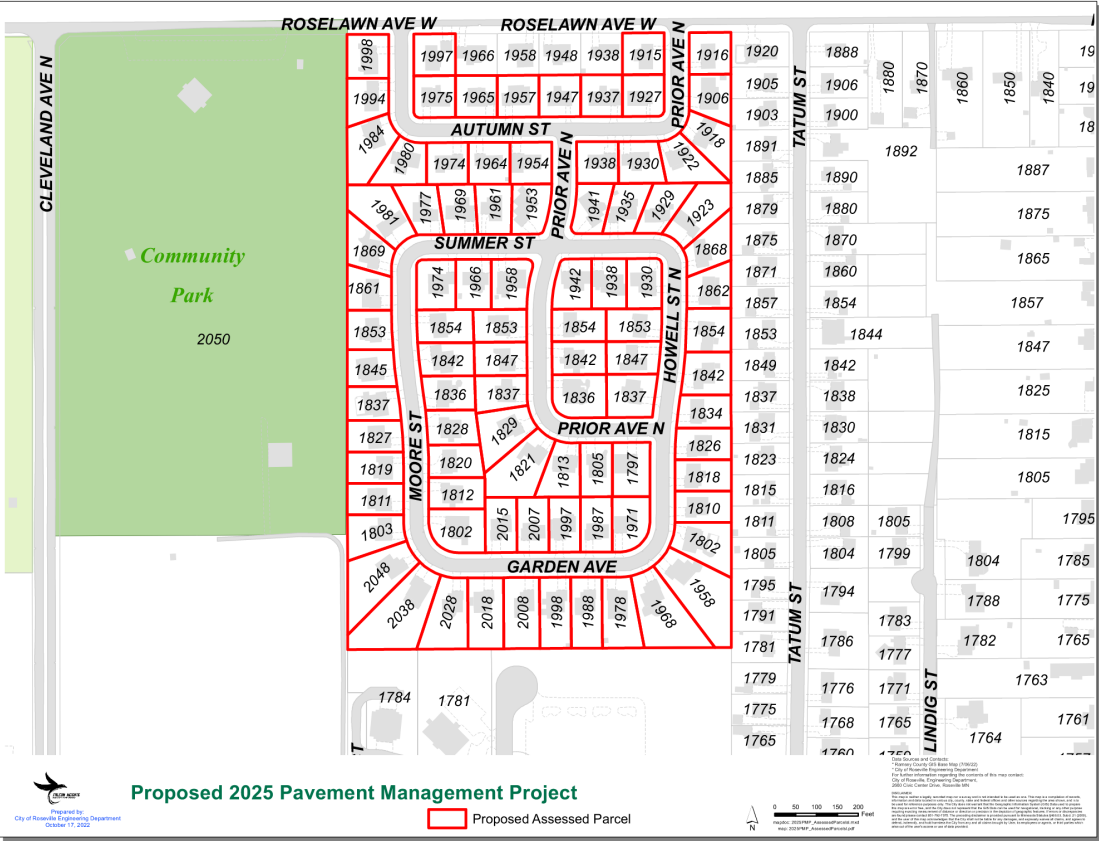


Assessment Policy

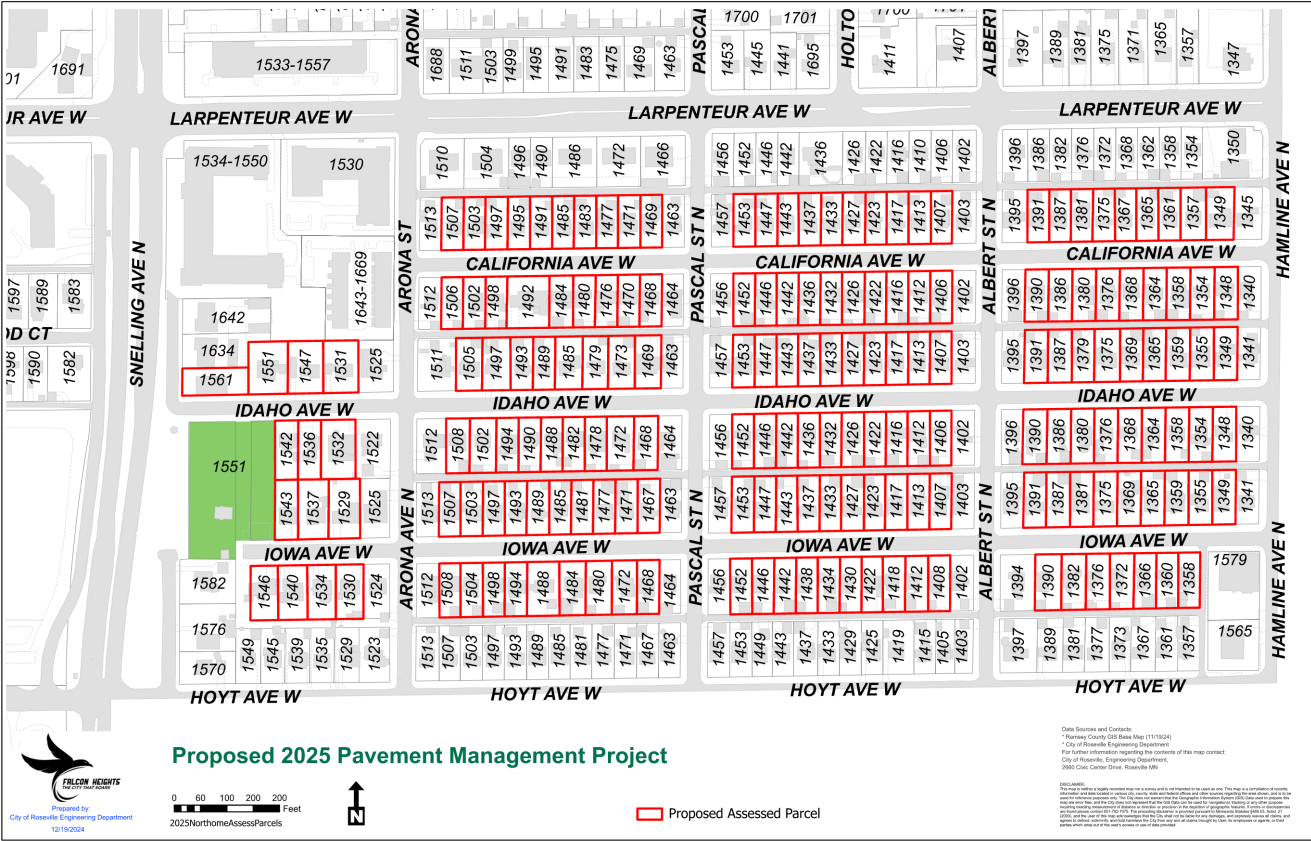


- ▶ All parcels are residential lots, assessed 40% of the improvement cost for streets.
- ▶ Streets are assessed by the front footage of each lot or by lot unit which is the assessable cost divided by parcels within a project area.
- ▶ When front footage assessments are used, residential corner lots are assessed 100% for the long side, 0% for the short side.
- ▶ 40 of the 221 parcels within the Northome project area are not assessed, as their adjacent side is the short side.

Assessments - Proposed Assessed Parcels



Falcon Woods



Northome

Assessments - Proposed Estimate

Falcon Woods - Assessment Roll

- ▶ 90 Parcels
- ▶ Estimated Cost = \$870,000
- ▶ Assessable Amount = \$348,000
- ▶ Assessment/Parcel = \$3,850

Northome- Assessment Roll

- ▶ 181 Parcels
- ▶ Total Frontage = 11991 feet (2,239 non-assessable)
- ▶ Estimated Assessment Rate = \$30.53/ft
- ▶ Average Residential Assessment = \$1,635.00
- ▶ Approximate Residential Range = \$1,525 to \$2,750

Assessment Payment Options

- ▶ Pay part or all up-front interest free in first 30 days
- ▶ Add to property taxes with interest:
 - First payment due in 2026 with property taxes
 - *Length of payment period and interest rate set by City Council
 - 10-15 years (FDR, reconstruction)
 - Interest rate at 2% above current rate of return on City's portfolio
- ▶ Hardship deferral
 - Homestead property and;
 - Age 65 or older, or retired by virtue of a disability
 - Payment would be a hardship based on tax returns
 - Assessment will accrue interest
 - Application available at City Hall

**This will be determined by City Council after assessment hearing (Fall 2025).*

Neighborhood Open House

- ▶ Held Thursday, January 9th
- ▶ 47 Residents Attended
- ▶ Comments noted:
 - Coordination regarding private improvements in public ROW (e.g. irrigation, concrete improvements, etc.)
 - Drainage issues at terminus of alleys
 - Landscape improvements in stormwater BMP in Falcon Woods (SEC of neighborhood)
 - Access to homes being maintained during construction
 - General inquiries regarding assessments

Project Timeline*

Council actions are denoted with “CC” and will take place at a public meeting:

- ▶ February 2025 - CC Approve Plans & Specifications, and Order Advertisement for Bid
- ▶ March 2025 - CC Accept Bids and Award Contract
- ▶ Spring/Summer 2025 - Begin Construction
- ▶ Fall 2025 - Substantial Completion
- ▶ October 2025 - CC Final Assessment Hearing
- ▶ Spring 2026 - Final Restoration and Punchlist

**Please note, this schedule is subject to change*

Requested Council Actions

Staff recommends City Council:

- ▶ Hold Public Hearing
- ▶ Adopt resolution ordering improvement and authorizing preparation of plans and specifications for the 2025 Pavement Management Program.

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 22, 2025

No. 25-06

**RESOLUTION NO.
RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND
SPECIFICATIONS FOR THE 2025 PAVEMENT MANAGEMENT PROJECT**

WHEREAS, pursuant to resolution of the City Council adopted December 11, 2024, fixed a date for a council hearing on the 2025 Pavement Management Project, the proposed improvement of the Falcon Woods neighborhood which includes Autumn St, Prior Ave N, Summer St, Moore St, Howell St N and Garden Ave, as well as the Northome neighborhood which includes California Ave W, Idaho Ave W, and Iowa Ave W; and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held on January 22, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon.

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the City Council resolution adopted December 11, 2024.
3. The City of Roseville Engineering Department is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Moved by:

Approved by: _____
Randy Gustafson
Mayor
January 22, 2025

GUSTAFSON
LEEHY
MEYER
WASSENBERG
MIELKE

____ In Favor

____ Against

Attested by: _____

Jack Linehan

City Administrator

January 22, 2025

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1/02/2025 2:31 PM
 PACKET: 03273 Jan 2 Payables
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

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POST DATE	BANK CODE	-----DESCRIPTION-----		DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
5881	DEERE & COMPANY						
I-31638643		John Deere 1585 & Attachments	59,535.86				
1/02/2025	APBNK	DUE: 1/02/2025 DISC: 1/02/2025			1099: N		
		John Deere 1585 & Attachments			403 4403-91000-000	MACHINERY & EQUIPMENT	59,535.86
=== VENDOR TOTALS ===			59,535.86				
01-05451	MADISON NATIONAL LIFE INS CO I						
I-1667500		Jan LTD and STD Insurance	129.71				
1/02/2025	APBNK	DUE: 1/02/2025 DISC: 1/02/2025			1099: N		
		Jan LTD and STD Insurance			101 4112-89000-000	MISCELLANEOUS	129.71
=== VENDOR TOTALS ===			129.71				
01-05994	NORTHEAST YOUTH & FAMILY						
I-1579		2025 Municipality Coop Svc	13,295.79				
1/02/2025	APBNK	DUE: 1/02/2025 DISC: 1/02/2025			1099: N		
		2025 Municipality Coop Svc			101 4111-86500-000	COOPERATIVE SERVICE	13,295.79
=== VENDOR TOTALS ===			13,295.79				
01-06151	RCLLG						
I-202501029062		RCLLG 2025 Membership Dues	370.00				
1/02/2025	APBNK	DUE: 1/02/2025 DISC: 1/02/2025			1099: N		
		RCLLG 2025 Membership Dues			101 4111-86140-000	COMMISSIONS/MEMBERSHIPS/	370.00
=== VENDOR TOTALS ===			370.00				
01-06483	SENTRY SYSTEMS, INC.						
I-799063		Commerical Monitoring 1/1-3/3	94.50				
1/02/2025	APBNK	DUE: 1/02/2025 DISC: 1/02/2025			1099: N		
		Commerical Monitoring 1/1-3/31			101 4131-87100-000	PANIC BUTTON SECURITY	94.50
=== VENDOR TOTALS ===			94.50				
=== PACKET TOTALS ===			73,425.86				

* void

1/03/2025 12:33 PM
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 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

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01-05554		BRAUN	INTERTEC				
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I-B413240			NORTHOME PAVEMENT EVAL	4,280.00			
1/03/2025	APBNK		DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
			NORTHOME PAVEMENT EVAL		419 20200-000	ACCOUNTS PAYABLE	4,280.00
=== VENDOR TOTALS ===				4,280.00			
=====							
01-03025		COLIN	CALLAHAN				
=====							
I-202501039063			FLEX REIMB	142.00			
1/03/2025	APBNK		DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
			FLEX REIMB		101 21711-000	DEPENDENT CARE FLEX PAYA	58.22
			FLEX REIMB		601 21711-000	DEPENDENT CARE FLEX PAYA	66.74
			FLEX REIMB		602 21711-000	DEPENDENT CARE FLEX PAYA	17.04
=== VENDOR TOTALS ===				142.00			
=====							
01-03125		CAPITAL	REGION WATERSHED				
=====							
I-01033025-01			SEMNARY POND&EAST OUTFALL MA	1,608.95			
1/03/2025	APBNK		DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
			SEMAENARY POND/OUTFALL MAINT		602 20200-000	ACCOUNTS PAYABLE	1,608.95
=== VENDOR TOTALS ===				1,608.95			
=====							
01-05115		GOPHER	STATE ONE CALL				
=====							
I-4120393			LOCATES	17.55			
1/03/2025	APBNK		DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
			LOCATES		601 20200-000	ACCOUNTS PAYABLE	17.55
=== VENDOR TOTALS ===				17.55			
=====							
01-05056		LINEHAN,	JACK				
=====							
I-202501039064			FLEX REIMB	208.33			
1/03/2025	APBNK		DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
			FLEX REIMB		101 21711-000	DEPENDENT CARE FLEX PAYA	183.33
			FLEX REIMB		206 21711-000	DEPENDENT CARE FLEX PAYA	10.42
			FLEX REIMB		601 21711-000	DEPENDENT CARE FLEX PAYA	8.33
			FLEX REIMB		602 21711-000	DEPENDENT CARE FLEX PAYA	6.25
=== VENDOR TOTALS ===				208.33			

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DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

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01-0002	NINENORTH					
I-2024-211		WEBSTREAMING/DEC CABLECAST	582.08			
1/03/2025	APBNK	DUE: 1/03/2025 DISC: 1/03/2025		1099: N		
		WEBSTREAMING/DEC CABLECAST		101 20200-000	ACCOUNTS PAYABLE	582.08
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1/09/2025 9:13 AM
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 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

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01-0001			CAMPBELL, KNUTSON				
I-326	1/08/2025	APBNK	DEC LEGALS DUE: 1/08/2025 DISC: 1/08/2025 DEC LEGALS	2,155.58	1099: Y 101 20200-000	ACCOUNTS PAYABLE	2,155.58
=== VENDOR TOTALS ===				2,155.58			
01-03110			CENTURY LINK				
I-202501089066	1/08/2025	APBNK	DEC LANDLINES SS DUE: 1/08/2025 DISC: 1/08/2025 DEC LANDLINES SS	77.57	1099: N 601 20200-000	ACCOUNTS PAYABLE	77.57
=== VENDOR TOTALS ===				77.57			
01-05886			KELLY & LEMMONS P.A.				
I-64585	1/08/2025	APBNK	DEC PROSECUTIONS DUE: 1/08/2025 DISC: 1/08/2025 DEC PROSECUTIONS	2,500.00	1099: Y 101 20200-000	ACCOUNTS PAYABLE	2,500.00
=== VENDOR TOTALS ===				2,500.00			
01-05440			LOFFLER COMPANIES, INC				
I-4599773	1/08/2025	APBNK	DEC COPIER OVERAGE DUE: 1/08/2025 DISC: 1/08/2025 DEC COPIER OVERAGE	292.17	1099: N 101 20200-000	ACCOUNTS PAYABLE	292.17
=== VENDOR TOTALS ===				292.17			
01-0114			REHDER FORESTRY CONSULTING				
I-54	1/08/2025	APBNK	1705 ALBERT/1443 HOT CONSUAL DUE: 1/08/2025 DISC: 1/08/2025 1705 ALBERT/1443 HOT CONSUAL	244.52	1099: N 101 20200-000	ACCOUNTS PAYABLE	244.52
=== VENDOR TOTALS ===				244.52			
01-06062			SUMMIT COMPANIES				
I-291170	1/08/2025	APBNK	ANNUAL FIRE EXTINGUISHER INSPE DUE: 1/08/2025 DISC: 1/08/2025 ANNUAL FIRE EXTINGUISHER INSPEC	476.80	1099: N 101 20200-000	ACCOUNTS PAYABLE	476.80
=== VENDOR TOTALS ===				476.80			

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A/P Regular Open Item Register

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PACKET: 03278 JAN 8 PAYABLES

VENDOR SET: 01 City of Falcon Heights

SEQUENCE : ALPHABETIC

DUE TO/FROM ACCOUNTS SUPPRESSED

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01 0374		TENNIS SANITATION LLC					
I-4177092		DEC RECYCLING	9,448.77				
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N			
		DEC RECYCLING		206 20200-000	ACCOUNTS PAYABLE	9,448.77	
I-L4177083		SWMT AND CEC CHRGES	66.50				
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N			
		SWMT AND CEC CHRGES		101 20200-000	ACCOUNTS PAYABLE	66.50	
=== VENDOR TOTALS ===			9,515.27				
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01-05870		XCEL ENERGY					
I-202501089067		ELECT	272.02				
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N			
		ELECT		101 20200-000	ACCOUNTS PAYABLE	272.02	
=== VENDOR TOTALS ===			272.02				
=== PACKET TOTALS ===			15,533.93				

1/09/2025 2:46 PM
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A/P Regular Open Item Register

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-----ID-----			GROSS	P.O. #		
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01-161		ANCHOR PAPER COMPANY				
I-10764012-00		BATH TISSUE/HAND TOWELS	274.88			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		BATH TISSUE/HAND TOWELS		101 4131-70110-000	SUPPLIES	274.88
=== VENDOR TOTALS ===			274.88			
01-05171		BOND TRUST SERVICES CORPORATIO				
I-92889LL		BOND FEE	475.00			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		BOND FEE		313 4313-94900-000	BOND FEES	475.00
=== VENDOR TOTALS ===			475.00			
01-01012		COREMARK METALS				
I-5563263		ROLLED STEEL	91.07			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		ROLLED STEEL		101 4141-70100-000	SUPPLIES	91.07
=== VENDOR TOTALS ===			91.07			
01-05235		JAN-PRO CLEANING SYSTEMS				
I-132481		JANITORIAL SVC JAN	550.00			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		JANITORIAL SVC JAN		101 4131-87010-000	CITY HALL MAINTENANCE	550.00
=== VENDOR TOTALS ===			550.00			
01-908		METRO-INET				
I-2377		JAN IT SERVICE	4,441.00			
1/09/2025	APBNK	DUE: 1/09/2025 DISC: 1/09/2025		1099: N		
		JAN IT SERVICE		101 4116-85070-000	TECHNICAL SUPPORT	4,441.00
=== VENDOR TOTALS ===			4,441.00			
01-06030		OLSON,ROLAND				
I-202501099069		FLEX REIMB	43.72			
1/09/2025	APBNK	DUE: 1/09/2025 DISC: 1/09/2025		1099: N		
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY	36.29
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY	6.56
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY	0.87
=== VENDOR TOTALS ===			43.72			

1/09/2025 2:46 PM
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 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

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01-0009		PALE BLUE DOT LLC				
I-1407		CLIMATE ACTION PLAN	6,000.00			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		CLIMATE ACTION PLAN		101 4134-80460-000	CLIMATE ACTIN PLAN EXP	6,000.00
=== VENDOR TOTALS ===			6,000.00			
01-00935		ST PAUL REGIONAL WATER SERVICE				
I-202501089068		FIRESVCS FEE COMM PARK	200.00			
1/08/2025	APBNK	DUE: 1/08/2025 DISC: 1/08/2025		1099: N		
		FIRESVCS FEE COMM PARK		204 4204-87120-000	REPAIRS & MAINTENANCE	100.00
		FIRESVCS FEE CITY HALL		204 4204-87120-000	REPAIRS & MAINTENANCE	100.00
=== VENDOR TOTALS ===			200.00			
01-07878		ZIONS BANK				
I-202501099070		2/1/25 LOAN PRINCIPAL & INTER	103,466.00			
1/09/2025	APBNK	DUE: 1/09/2025 DISC: 1/09/2025		1099: N		
		2/1/25 LOAN PRINCIPAL & INTERE		306 4306-94500-000	BOND INTEREST	103,466.00
=== VENDOR TOTALS ===			103,466.00			
=== PACKET TOTALS ===			115,541.67			

1/14/2025 2:42 PM
 PACKET: 03283 JAN-14TH PAYABLES 2024
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 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register
 A/P Regular Open Item

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ID-----		GROSS		P.O. #				
DATE	BANK CODE	DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	ACCOUNT NAME-----	DISTRIBUTION		
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01-00184		RAMSEY COUNTY - POLICE AND 911						
=====								
I-SHRFL - 002290		LAW ENFORCEMENT SVCS NOV	149,191.40					
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N				
		LAW ENFORCEMENT SVCS NOV		101 20200-000	ACCOUNTS PAYABLE	149,191.40		
=====								
I-SHRFL - 002291		LAW ENFORCEMENT SVC DEC	149,191.40					
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N				
		LAW ENFORCEMENT SVC DEC		101 20200-000	ACCOUNTS PAYABLE	149,191.40		
=====								
=== VENDOR TOTALS ===			298,382.80					
=== PACKET TOTALS ===			298,382.80					

1/14/2025 3:53 PM
 PACKET: 03286 JAN 14TH PAYABLE 2025
 VENDOR SET: 01 City of Falcon Heights
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 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

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01-00089	CASH						
I-202501149074		CERTIFIED MAIL BOND PYMTS/1	30.08				
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N			
		CERTIFIED MAIL BOND PYMTS/10		101 4112-70500-000	POSTAGE	30.08	
=== VENDOR TOTALS ===			30.08				
01-03110	CENTURY LINK						
I-202501149072		LAND LINE PARKS	71.38				
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N			
		LAND LINE PARKS		101 4141-85011-000	TELEPHONE - LANDLINE	71.38	
=== VENDOR TOTALS ===			71.38				
01-05509	LEAGUE OF MN CITIES						
I-420421		MCMA CONF 2025 JACK	525.00				
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N			
		MCMA CONF 2025 JACK		101 4112-86100-000	CONFERENCES/EDUCATION/AS	525.00	
=== VENDOR TOTALS ===			525.00				
01-05856	LINEHAN, JACK						
I-202501149073		REIMB LODGING MCMA CONF	399.46				
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N			
		REIMB LODGING MCMA CONF		101 4112-86100-000	CONFERENCES/EDUCATION/AS	399.46	
=== VENDOR TOTALS ===			399.46				
01-0773	MN PUBLIC EMPLOYEES INSURANCE						
I-4788173		FEB HEALTH INSURANCE	12,985.23				
1/14/2025	APBNK	DUE: 1/14/2025 DISC: 1/14/2025		1099: N			
		FEB HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	12,985.23	
=== VENDOR TOTALS ===			12,985.23				
=== PACKET TOTALS ===			14,011.15				

1/15/2025 1:34 PM
 PACKET: 03288 JAN 15 PAYABALE 2024
 VENDOR SET: 01 City of Falcon Heights
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 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

-----ID-----			GROSS	P.O. #			
POST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
01-11		CENTER FOR ENERGY AND ENVIRONM					
I-25865		HOME ENERGY SQUAD OCT-DEC	150.00				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		HOME ENERGY SQUAD OCT-DEC		101 20200-000	ACCOUNTS PAYABLE	150.00	
=== VENDOR TOTALS ===			150.00				
01-03117		CITY OF LITTLE CANADA					
I-202501159075		INSPECTIONS OCT - DEC	12,240.03				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		INSPECTIONS OCT - DEC		101 20200-000	ACCOUNTS PAYABLE	12,240.03	
--- VENDOR TOTALS ---			12,240.03				
01-06053		OREILLY AUTO PARTS					
I-1799-374401		AIR FILTERS FOR TRKS	112.07				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		AIR FILTERS FOR TRKS		101 20200-000	ACCOUNTS PAYABLE	112.07	
--- VENDOR TOTALS ---			112.07				
01-06112		PIONEER PRESS					
I-1224572540		LEGALS	256.36				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		LEGALS		101 20200-000	ACCOUNTS PAYABLE	256.36	
=== VENDOR TOTALS ===			256.36				
01-01184		RAMSEY COUNTY - POLICE AND 911					
I-EMCOM-012184		RAMSEY COUNTY - POLICE AND 91	379.38				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		RAMSEY COUNTY - POLICE AND 911		101 20200-000	ACCOUNTS PAYABLE	379.38	
I-EMCOM-012220		RAMSEY COUNTY - POLICE AND 91	1,246.80				
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N			
		RAMSEY COUNTY - POLICE AND 911		101 20200-000	ACCOUNTS PAYABLE	1,246.80	
=== VENDOR TOTALS ---			1,626.18				

1/15/2025 1:34 PM
 PACKET: 03288 JAN 15 PAYABLE 2024
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 2

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ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01	098	WSB				
I-R-023655-000-14		PARK PLANNING NOV	8,930.75			
1/15/2025	APBNK	DUE: 1/15/2025 DISC: 1/15/2025		1099: N		
		PARK PLANNING NOV		403 20200-000	ACCOUNTS PAYABLE	8,930.75
		=== VENDOR TOTALS ===	8,930.75			
		=== PACKET TOTALS ===	23,315.39			

1/16/2025 2:07 PM
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 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

ID-----		GROSS		P.O. #		DISCOUNT		G/L ACCOUNT		-----ACCOUNT NAME-----		DISTRIBUTION	
ST DATE	BANK CODE	-----DESCRIPTION-----											
=====													
01-05123 CINTAS CORPORATION													
=====													
I-4213507818		FLOOR MAT SVC		104.40									
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025			1099: N								
		FLOOR MAT SVC			101 20200-000	ACCOUNTS PAYABLE						104.40	
=====													
I-4214999481		FLOOR MAT SVC		104.40									
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025			1099: N								
		FLOOR MAT SVC			101 20200-000	ACCOUNTS PAYABLE						104.40	
=====													
I-4216326327		FLOOR MAT SVC		104.40									
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		FLOOR MAT SVC			101 20200-000	ACCOUNTS PAYABLE						104.40	
=====													
=== VENDOR TOTALS ===				313.20									
=====													
01-06301 SAMS CLUB MC/SYNCE													
=====													
I-202501169077		BINS/SPORTS EQUIP/SUPPLIES		2,134.34									
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025			1099: N								
		BINS/SUPPLIES/STICKERS			101 20200-000	ACCOUNTS PAYABLE						1,442.24	
		REC SPORTS EQUIP			201 20200-000	ACCOUNTS PAYABLE						692.10	
=====													
=== VENDOR TOTALS ===				2,134.34									
=====													
01-05870 XCEL ENERGY													
=====													
I-202501169076		ELECT		2,826.34									
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025			1099: N								
		ELECT			101 20200-000	ACCOUNTS PAYABLE						647.20	
		ELECT			209 20200-000	ACCOUNTS PAYABLE						2,179.14	
=====													
=== VENDOR TOTALS ===				2,826.34									
=====													
=== PACKET TOTALS ===				5,273.88									

1/16/2025 2:51 PM
 PACKET: 03293 JAN 16TH PAYABLES 2025
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

-----ID-----				GROSS	P.O. #		
DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-0166		GRAINGER, W. W., INC.					
I-9365268011		EYE WASH SOLUTION	116.77				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		EYE WASH SOLUTION		101 4131-70110-000	SUPPLIES		116.77
I-9365268029		BUMPER DOOR STOP	14.82				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		BUMPER DOOR STOP		101 4131-70110-000	SUPPLIES		14.82
=== VENDOR TOTALS ===			131.59				
=====							
01-05509		LEAGUE OF MN CITIES					
I-4119821		STORMWATER COALITION	770.00				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		STORMWATER COALITION		602 4602-86110-000	MEMBERSHIPS		770.00
I-420899		CITY DAY ON HILL CC MEYER	250.00				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		CITY DAY ON HILL CC MEYER		101 4111-86100-000	CONFERENCES/EDUCATION/TR		125.00
		CITY DAY ON HILL CITY ADMIN		101 4112-70100-000	SUPPLIES		125.00
I-421007		CITY DAY ON HILL - MAYOR	125.00				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		CITY DAY ON HILL - MAYOR		101 4111-86100-000	CONFERENCES/EDUCATION/TR		125.00
=== VENDOR TOTALS ===			1,145.00				
=====							
01-05856		LINEHAN, JACK					
I-202501169078		VGA TO HDMI ADAPTER CHAMBER	27.08				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		VGA TO HDMI ADAPTER CHAMBER		101 4112-86100-000	CONFERENCES/EDUCATION/AS		27.08
I-202501169079		TELEPHONE REIMB JAN	60.00				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		TELEPHONE REIMB JAN		601 4601-85015-000	CELL PHONE		60.00
--- VENDOR TOTALS ---			87.08				
=====							
01-06030		OLSON,ROLAND					
I-202501169080		FLEX REIMB	104.98				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		FLEX REIMB		101 21712-000	MEDICAL FLEX SAVINGS PAY		87.13
		FLEX REIMB		601 21712-000	MEDICAL FLEX SAVINGS PAY		15.75
		FLEX REIMB		602 21712-000	MEDICAL FLEX SAVINGS PAY		2.10
=== VENDOR TOTALS ===			104.98				

1/16/2025 2:51 PM
 PACKET: 03293 JAN 16TH PAYABLES 2025
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

-----ID-----				GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-184		RAMSEY COUNTY - POLICE AND 911					
=====							
I-SHRFL-002292		LAW ENFORCEMENT SVC JAN	149,191.40				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		LAW ENFORCEMENT SVC JAN		101 4122-81000-000	POLICE SERVICES	149,191.40	
=====							
I-SHRFL-002299		LAW ENFORCEMENT SVCS FEB	149,191.40				
1/16/2025	APBNK	DUE: 1/16/2025 DISC: 1/16/2025		1099: N			
		LAW ENFORCEMENT SVCS FEB		101 4122-81000-000	POLICE SERVICES	149,191.40	
=====							
=== VENDOR TOTALS ===			298,382.80				
=== PACKET TOTALS ===			299,851.45				

1/17/2025 10:50 AM
 PACKET: 03294 JAN 17 PAYABLES
 VENDOR SET: 01 City of Falcon Heights
 SEQUENCE : ALPHABETIC
 DUE TO/FROM ACCOUNTS SUPPRESSED

A/P Regular Open Item Register

PAGE: 1

-----ID-----		GROSS		P.O. #			
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION	
=====							
01-0069	BENEFIT EXTRAS, INC						
=====							
I-1130214		FLEX ANNUAL ENROLLMENT FEES	570.00				
1/17/2025	APBNK	DUE: 1/17/2025 DISC: 1/17/2025		1099: N			
		FLEX ANNUAL ENROLLMENT FEES		101 4112-89000-000	MISCELLANEOUS	570.00	
=== VENDOR TOTALS ===			570.00				
=====							
01-05881	DEERE & COMPANY						
=====							
I-31638643X		JD 1585 & ATTACH AFTER TRADEI	30,035.86				
1/17/2025	APBNK	DUE: 1/17/2025 DISC: 1/17/2025		1099: N			
		JD 1585 & ATTACH AFTER TRADEIN		403 4403-91000-000	MACHINERY & EQUIPMENT	30,035.86	
=== VENDOR TOTALS ===			30,035.86				
=====							
01-05760	MINNESOTA GFOA						
=====							
I-1702		MN GFOA MEMBERSHIP ALYSSA	70.00				
1/17/2025	APBNK	DUE: 1/17/2025 DISC: 1/17/2025		1099: N			
		MN GFOA MEMBERSHIP ALYSSA		101 4113-86110-000	MEMBERSHIPS	70.00	
=====							
I-1750		MN GFOA MEMBERSHIP ROLAND	70.00				
1/17/2025	APBNK	DUE: 1/17/2025 DISC: 1/17/2025		1099: N			
		MN GFOA MEMBERSHIP ROLAND		101 4113-86110-000	MEMBERSHIPS	70.00	
=== VENDOR TOTALS ===			140.00				
=====							
01-06185	RAMSEY COUNTY						
=====							
I-PRRRV-003313		1ST QTR ELECTIONS 2025	5,994.00				
1/17/2025	APBNK	DUE: 1/17/2025 DISC: 1/17/2025		1099: N			
		1ST QTR ELECTIONS 2025		101 4115-80300-000	ELECTION CONTRACT	5,994.00	
=== VENDOR TOTALS ===			5,994.00				
=== PACKET TOTALS ===			36,739.86				

***** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 1/07/2025
DIRECT DEPOSIT EFFECTIVE DATE 1/07/2025

EMP #	NAME	AMOUNT
01-1006	JACK LINEHAN	739.83
01-1027	KELLY A NELSON	842.71
01-1029	ELKE JOHNSON	1,440.15
01-1136	ROLAND O OLSON	1,051.90
01-1162	ALYSSA LANDBERG	836.88
01-1028	HANNAH B LYNCH	910.76
01-1168	DEAN T POPE	530.89
01-1033	DAVE TRETSVEN	556.10
01-1143	COLIN B CALLAHAN	960.40

TOTAL PRINTED: 9 7,869.62

1-07-2025 6:16 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 1/07/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
1	SIMONS, DAVID S	R	1/07/2025	691.25	093815

1-07-2025 6:16 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 1/07/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	1	691.25
DIRECT DEPOSIT REGULAR CHECKS:	9	7,869.62
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	10	8,560.87

*** NO ERRORS FOUND ***

** END OF REPORT **

***** DIRECT DEPOSIT LIST *****

PAY PERIOD ENDING 1/10/2025
DIRECT DEPOSIT EFFECTIVE DATE 1/14/2025

EMP #	NAME	AMOUNT
C .006	JACK LINEHAN	1,512.73
01-1027	KELLY A NELSON	1,329.09
01-1029	ELKE JOHNSON	939.83
01-1136	ROLAND O OLSON	1,951.88
01-1162	ALYSSA LANDBERG	1,309.24
01-1028	HANNAH B LYNCH	1,493.67
01-1168	DEAN T POPE	857.39
01-2277	MARK C HOVE	240.17
01-1033	DAVE TRETSVEN	1,065.87
01-1143	COLIN B CALLAHAN	1,518.19

TOTAL PRINTED: 10 12,218.06

1-14-2025 6:18 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 2
PAYROLL DATE: 1/14/2025

*** REGISTER TOTALS ***

REGULAR CHECKS:	2	2,019.48
DIRECT DEPOSIT REGULAR CHECKS:	10	12,218.06
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	12	14,237.54

*** NO ERRORS FOUND ***

** END OF REPORT **

1-14-2025 6:18 AM PAYROLL CHECK REGISTER
PAYROLL NO: 01 City of Falcon Heights

PAGE: 1
PAYROLL DATE: 1/14/2025

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
11	NEIS, ADRIAN J	R	1/14/2025	918.13	093833
1	SIMONS, DAVID S	R	1/14/2025	1,101.35	093834

Payroll Withholdings

Jan 7 payroll

Federal W/h	2,519.63
State W/h	347.93
PERA	1,668.80
ICMA	100.00
	4,636.36

Jan 14 payroll

Federal W/h	4,005.82
State W/h	643.95
PERA	2,701.20
ICMA	100.00
	7,450.97

Bond and Interest Payments for City's bonds due February 1st

2017 GO Improvement Bonds	131,950.00
2021 GO Improvement Bonds	139,050.00
	271,000.00

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REQUEST FOR COUNCIL ACTION

Meeting Date	January 22, 2025
Agenda Item	Consent G2
Attachment	N/A
Submitted By	Kelly Nelson Administrative Services Director / Deputy Clerk

Item	Approval of City License(s)
Description	The following individuals/entities have applied for a <u>Municipal Business License</u> for 2025. Staff have received the necessary documents for licensure. 1. National Dentex Labs, LLC 2. American Family Mutual Insurance Company S.I. 3. The Good Acre 4. Curves The following individuals/entities have applied for a <u>Tree Contractors License</u> for 2025. Staff have received the necessary documents for licensure. 1. Hugo's Tree Care, Inc. 2. Rainbow Treecare The following individuals/entities have applied for a <u>Charitable Gambling License</u> for 2025. Staff have received the necessary documents for licensure. 1. Falcon Heights Elementary PTSA
	N/A
Attachment(s)	N/A
Action(s) Requested	Staff recommends approval of the City license applications contingent on background checks and fire inspections as required.

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REQUEST FOR COUNCIL ACTION

Meeting Date	January 22, 2025
Agenda Item	Consent G3
Attachment	Resignation; Resolution 25-07
Submitted By	Elke Johnson, Administrative and Communications Coordinator

Item	Resignation of Mishy Wang from the Community Engagement Commission
Description	Mishy Wang was appointed to the Community Engagement Commission in February of 2024 and has been a great addition. Staff wants to thank Mishy for her time and efforts and wishes her well while with future endeavors.
Budget Impact	N/A
Attachment(s)	• Resignation • Resolution 25-07 Resignation of Mishy Wang from Community Engagement Commission
Action(s) Requested	Staff recommends approval of attached resolution, accepting the resignation of Mishy Wang from the Community Engagement Commission.

From: Mishy Wang

To: Elke Johnson

Subject: Re: Community Engagement Commission Meeting Monday, December 18

Date: Friday, December 13, 2024 12:27:26 PM

Caution: This email originated outside our organization; please use caution.

Hi Elke,

Thanks for sending the agenda for next Monday!

After some self-reflection in the past few weeks, I've decided that I do not currently have the capacity to continue serving on the commission starting next year. I don't want to hold a spot from someone who could be fully committed! Is there anything else I need to do to step down from the commission?

Best,
Mishy

On Fri, Dec 13, 2024 at 10:56 AM Elke Johnson <elke.johnson@falconheights.org> wrote:

Hello!

Please see attached the agenda packet for our meeting on Monday, December 18 at 6:30 PM at Falcon Heights City Hall. Let me know if you have amendments or cannot make it to the meeting.

Thanks!

Elke Johnson

Administrative & Communications Coordinator

City of Falcon Heights

2077 West Larpentour Avenue

Falcon Heights, MN 55113

Office 651-792-7621

"The City that Soars"

"Families, Fields and Fair"

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 22, 2025

No. 25-07

**RESOLUTION ACCEPTING THE RESIGNATION OF MISHY WANG FROM THE
FALCON HEIGHTS COMMUNITY ENGAGEMENT COMMISSION**

WHEREAS, the City appointed Mishy Wang as a member of the City of Falcon Heights Community Engagement Commission in 2024; and

WHEREAS, Mishy Wang communicated her intent to resign his duties from the Community Engagement Commission effective immediately;

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

1. That the resignation is accepted by the City Council of the City of Falcon Heights.

Moved by:

Approved by: _____
Randall C. Gustafson
Mayor

GUSTAFSON
MEYER
LEEHY
WASSENBERG
MIELKE

_____ In Favor
_____ Against

Attested by: _____
Jack Linehan
City Administrator

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REQUEST FOR COUNCIL ACTION (RCA)

Meeting Date	January 22, 2025
Agenda Item	Policy H1
Attachment(s)	Proposal; Resolution
Submitted By	Jack Linehan, City Administrator

Item	Consideration of Approving Resolution 25-08 and Proposal from DDA Human Resources, Inc. (DDA HR) as Goal Setting Facilitator
Description	DDA Human Resources, Inc. (DDA HR) is a specialized consulting firm dedicated to serving the human resources needs of local governments in Minnesota. Established as an affiliate of David Drown Associates (DDA), the company was created in response to the growing demand for HR consulting services within the public sector. DDA has served hundreds of cities and counties providing fiscal and economic development services for over 25 years and human resource services for over 10 years. DDA HR's proposal includes establishing a goal-setting process that incorporates aspects of team building, consensus around individual and group goals for the organization, and crafting priorities and strategies of focus for the City moving forward. DDA will provide a report/ document that clearly lays out a vision for the agreed upon goals as well as incorporates strategy leaders and timelines. Bart Fischer and Liza Donabauer will be the consultants working with the City Council to establish strategic goals. Bart served as Falcon Heights City Administrator from 2011-2014 and has spent the past few years in roles helping cities identify their strategic plans. Bart's familiarity with the landscape and challenges in Falcon Heights will be greatly beneficial. Liza also is an experienced former City Manager that can help bring outside experience to the process. The goal of the process and workflow is to produce effective, actionable goals the City can use in the future. The process starts with individual, introductory meetings with all participants to allow them the chance to offer their thoughts, goals, and visions. Feedback garnered from the individual meetings allows discussion themes to come forth. The next step in the process is a facilitated group session with the group/participants. Areas of discussion and focus include a team-building exercise and short presentations from the Council Members on their future goals. Then, the rest of the session will focus on prioritizing strategies and goals as well as establishing priority leaders and timelines. Both the individual and the facilitated discussion lead to the final summary and list of discussions, strategies, priorities, and

vision along with priority leaders and timelines that the City can use to guide them.

By working with DDA HR, the City will get a better understanding of its future goals and a timeline in which to achieve them.

TIMELINE

This timeline is tentative. The final timeline will be set after the City's decision to proceed.

ITEM	TASK	COMPLETION DATE
Decision by City		January 2025
Gather, Learn, & Prepare for Facilitated Discussion Session	- Individual virtual meetings or calls with the City Council Members. - Review existing mission, vision, priorities, goals, and past planning process results - Prepare for Facilitated Discussion Session by summarizing themes and topics of conversation that arise from individual meetings and information review	February/March 2025
Facilitated Discussion Session	6-hour facilitated discussion session - Team-building exercise - Council presentations - Discussion and prioritization of information gathered, strategies, priorities, and goals. - Strategy, priority, and goal leaders & timelines discussed and established	March 2025
Create Draft Report	DDA will summarize and consolidate the discussions, priorities, strategies, goals, leaders, timelines, and vision into a draft report that will be provided to the City Administrator for review and feedback	April 2025
Submit Final Report	DDA will provide a final report based off of the draft report feedback that will provide Falcon Heights with a road map into the future.	April/May 2025

Budget Impact

The fee for the goal setting process is \$5,900 and is all inclusive of fees. Funds would come from Administration – Consulting, which has \$25,000 available for this purpose and funds dedicated towards strategic plan updates.

Attachment(s)

- Proposal
- Resolution 25-08

Action(s) Requested

Staff recommends that City Council passes Resolution 25-08 to approve the proposal by DDA Human Resources, Inc. (DDA HR) in the amount of \$5,900 and authorize the City Administrator and City staff to execute all necessary documents to execute the proposal.

January 14, 2025

Sent via email only

Jack Linehan
City Administrator
City of Falcon Heights
2077 Larpenteur Ave W
Falcon Heights, MN 55113

Dear Jack,

Thank you for reaching out regarding the possible opportunity to assist you and the City of Falcon Heights in your 2025 Goal Setting Process.

It is my understanding that Falcon Heights is looking to conduct a goal setting process that incorporates aspects of team building, consensus around individual and group goals for the organization, and crafting priorities and strategies of focus for the City moving forward. By working with DDA, the City will reach its goal of having a report/document that clearly lays out a vision for the agreed upon goals as well as incorporates strategy leaders and timelines.

Falcon Heights will benefit from a partnership with DDA because of the experienced team of public administration professionals you will be working with. As outlined in the attached proposal, the goal setting process will be completed through a combination of individual meetings with each participant as well as group discussion and strategic conversations.

Thank you again for this opportunity. I look forward to a lasting relationship between the City of Falcon Heights and DDA. If you have any questions, please contact me at bart@daviddrown.com or 612-920-3320 ext.119.

Thank you for your consideration.

Sincerely,



Bart Fischer
Management Consultant
DDA Human Resources, Inc.

Enclosures



CITY OF FALCON HEIGHTS

2025 Goal Setting Process Proposal

Submitted by **DDA Human Resources, Inc.**

January 14, 2025



Prepared by:
Bart Fischer
Management Consultant

CONTENTS OF THE PROPOSAL

- | | |
|---------------------------|--------------|
| ■ Description of the Firm | ■ Workflow |
| ■ Approach to the Process | ■ Fees |
| ■ Service Team | ■ References |
| ■ Timeline | ■ Acceptance |

DESCRIPTION OF THE FIRM

DDA Human Resources, Inc. (DDA HR) is a specialized consulting firm dedicated to serving the human resources needs of local governments in Minnesota. Established as an affiliate of David Drown Associates (DDA), the company was created in response to the growing demand for HR consulting services within the public sector. DDA has served hundreds of cities and counties providing fiscal and economic development services for over 25 years and human resource services for over 10 years.

Team Expertise

The team at DDA Human Resources includes 11 highly experienced professionals, many of whom are former practitioners who have served as Administrators or Human Resource Managers. This hands-on experience ensures a deep understanding of the unique challenges and needs of local government.

Client Base

DDA Human Resources serves a wide range of clients, including cities, counties, and special districts throughout Minnesota. The firm has built a strong reputation for its thorough understanding of local government operations and its ability to deliver tailored solutions that meet client needs.

Commitment to Service

Our company is known for its nimble, efficient, and personal approach. DDA Human Resources prides itself on providing high-quality services at fair and equitable prices, ensuring that clients receive the best value for their investment.

Network and Reach

With a vast network of contacts and a deep understanding of the local government landscape, DDA HR stays attuned to the latest trends and developments, positioning itself as a leader in the field of human resource consulting for local government organizations.

Our Services:

- Executive Recruitment
- Organizational Studies
- Classification and Compensation Studies
- Ongoing Maintenance of Classification and Compensation Systems
- Leadership Development Mentoring

APPROACH TO THE PROCESS

The goal of the process and workflow is to produce effective, actionable goals the City can use into the future. The process starts with individual, introductory meetings with all of the participants. These meetings provide an additional opportunity for the participants to offer their thoughts on goals, strategies, and vision and allows for an introduction of the facilitator and the participants before the facilitated session. In addition, the feedback garnered from the individual meetings allows discussion themes to rise to the surface for the facilitated session.

The next step in the process would be a facilitated group discussion with the group/participants. Areas of discussion and focus at this session will include a short, fun, team-building exercise and short presentations by the Council members on their desires and goals for the future. All of this will provide valuable background needed to help focus strategies and goals. The rest of the facilitated session will be focused on prioritizing strategies and goals as well as establishing priority leaders and timelines. It is recommended that this facilitated session be no longer than six hours to best capture the energy in the room.

The individual meetings and facilitated discussion both lead to the final work product which will be a summary and list

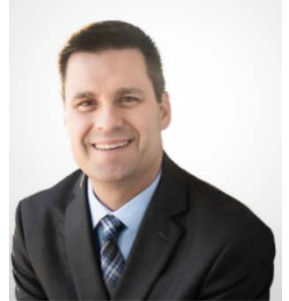
of the discussions, strategies, priorities, and vision along with priority leaders and timelines that the Leadership Team can utilize to guide the City's future.

SERVICE TEAM

BART FISCHER – LEAD FACILITATOR

Bart joined DDA in 2023 as a Management Consultant that focuses on leadership development mentoring, strategic planning, organizational work, and executive search work. He has over 20 years of experience as a public sector leader/manager in local government organizations as well as most recently working as a consultant with public sector clients.

Bart's experience has taken him from being the Assistant City Administrator in the Cities of Newport and Chaska, Minnesota, to being the City Administrator in the Cities of Falcon Heights and Oakdale, Minnesota. As a consultant, Bart continues to foster relationships, support client development, and further strategic initiatives. He is a strategic leader known for relationship development and connecting people around common themes and goals. Bart obtained his Master's in Public Administration from Metropolitan State University in St Paul and his bachelor's degree from the University of Northwestern-St Paul.



Contact Information:

bart@daviddrown.com
612-920-3320 x119
7383 Hyde Ave S
Cottage Grove, MN 55016

Organizations/Affiliations

Bart enjoys working with public administration colleagues through his involvement in:

- MCMA (MN City/County Managers Association)
- MCMA Annual Conference Planning Committee
- MAMA (Metro Area Managers Association)
- ICMA (International City/County Managers Association)
- League of MN Cities

Bart will serve as the Lead Facilitator on this process.

LIZA DONABAUER – CO-FACILITATOR

Liza is a Management Consultant and specializes in Executive Search services. Like all DDA HR consultants, she has a background in public administration at both the city and county level, most recently in Kansas and Minnesota. Liza worked in Wright County providing administrative support to the Commissioners, Coordinator, and Human Resources Department. This path led her into city management for Clearwater, Kansas, and Arlington, Minnesota. Throughout the years, her work has centered on human resource management, strong community participation, and leadership development. Liza received her MBA with an emphasis in public administration from the College of St. Scholastica. Since joining DDA, Liza has conducted over 60 Administrator/Manager, Department and Executive Director searches.



Organizations/Affiliations

Liza enjoys working with colleagues throughout the state through her involvement in

- MCMA, a state affiliation of ICMA.
- MCMA Women in the Profession Committee
- MCMA Annual Conference Planning Committee
- MCMA Recognition and Membership Committee
- Secretary, Board of Directors, Minnesota Municipal Power Agency
- Publicity Committee for City Clerks & Municipal Finance Officers Association (KS)

Liza will serve as Co-Facilitator on this process.

Contact Information:

liza@daviddrown.com
612-920-3320 x111
P.O. Box 534
Waconia, MN 55387

TIMELINE

This timeline is tentative. The final timeline will be set after the City's decision to proceed.

ITEM	TASK	COMPLETION DATE
Decision by City		January 2025
Gather, Learn, & Prepare for Facilitated Discussion Session	- Individual virtual meetings or calls with the City Council Members. - Review existing mission, vision, priorities, goals, and past planning process results - Prepare for Facilitated Discussion Session by summarizing themes and topics of conversation that arise from individual meetings and information review	February/March 2025
Facilitated Discussion Session	6-hour facilitated discussion session - Team-building exercise - Council presentations - Discussion and prioritization of information gathered, strategies, priorities, and goals. - Strategy, priority, and goal leaders & timelines discussed and established	March 2025
Create Draft Report	DDA will summarize and consolidate the discussions, priorities, strategies, goals, leaders, timelines, and vision into a draft report that will be provided to the City Administrator for review and feedback	April 2025
Submit Final Report	DDA will provide a final report based off of the draft report feedback that will provide Falcon Heights with a road map into the future.	April/May 2025

WORKFLOW

STEP 1: GATHER, LEARN & PREPARE FOR FACILITATED DISCUSSION SESSION

- Individual meetings with the City Council Members
- Review existing mission, vision, priorities, goals
- Review past planning processes and results
- Prepare for facilitated Discussion Session by summarizing themes and topics of conversation that arise from individual meetings and information review

STEP 2: FACILITATED DISCUSSION SESSION

- 6-hour facilitated discussion session
- Team-building exercise
- Council presentations
- Discussion and prioritization of information gathered, strategies, priorities, and goals.
- Strategy & priority leaders & timelines discussed and established

STEP 3: REVIEW & SUMMARIZE

- DDA will summarize the discussions for Falcon Heights into a draft report.
- DDA will provide a final report based off of feedback received from the City.

FEES

The fee for the goal setting process is \$5,900, payable at the completion of the process. This all-inclusive fee covers professional services and all expenses.

REFERENCES

Joe Kohlmann

City Administrator - City of Stillwater, MN

Strategic Planning Process

Phone: 651-430-8800

Email Address: jkohlmann@ci.stillwater.mn.us

Brent Mareck

City Manager – City of Carver, MN

Strategic Planning Process

Phone: 952-448-8737

Email Address: bmareck@cityofcarver.com

*Please see attached for an example of a final report from the City of Stillwater, MN.

ACCEPTANCE

Your signature below indicates acceptance of the terms of the proposal stated herein.

Client Representative Name: _____

Client Representative Signature: _____

Date: _____

**CITY OF FALCON HEIGHTS
COUNCIL RESOLUTION**

January 22, 2025

No. 25-08

**A RESOLUTION FOR APPROVAL OF DDA HUMAN RESOURCES, INC.'S
PROPOSAL AS GOAL SETTING FACILITATOR**

WHEREAS, DDA Human Resources, Inc. (DDA HR) is a specialized consulting firm dedicated to serving the human resources needs of local governments in Minnesota; and

WHEREAS, DDA Human Resources, Inc. (DDA HR) offers individual and group goal-setting sessions for organizations including cities; and

WHEREAS, DDA Human Resources, Inc. (DDA HR) has provided a proposal to the City to help identify individual and group goals, which lead to a final summary and list of discussions, strategies, priorities and vision along with priority leaders and timelines that the City can use to guide them; and

NOW THEREFORE BE IT RESOLVED that the City of Falcon Heights hereby authorizes the City Administrator and City staff to use \$5,900 in allocated funds for DDA Human Resources, Inc. (DDA HR) to facilitate goal setting as outlined in the proposal presented.

Moved by:

Approved by: _____

Randall Gustafson
Mayor

GUSTAFSON	_____	In Favor
LEEHY		
MEYER	_____	Against
WASSENBERG		
MIELKE		

Attested by: _____

Jack Linehan
City Administrator