

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

AGENDA  
October 23, 2013

- A. CALL TO ORDER:
- B. ROLL CALL: LINDSTROM \_\_\_ HARRIS \_\_\_ GOSLINE \_\_\_  
LONG \_\_\_ MERCER-TAYLOR \_\_\_  
  
STAFF PRESENT: FISCHER \_\_\_
- C. PRESENTATIONS:
  - 1. Annual Presentation from Ramsey County Sheriff Matt Bostrom
  - 2. 2013 Sustainability Fair from University of Minnesota Students Shannon Boehm and Isaac Schwartzbauer
- D. APPROVAL OF MINUTES: October 9, 2013
- E. PUBLIC HEARINGS:
  - 1.
- F. CONSENT AGENDA:
  - 1. General Disbursements through 10/17/2013: \$135,937.48  
Payroll through 10/15/2013: \$14,967.53
  - 2. Appointment of Ahmed Hassan to Human Rights Commission
  - 3. Curtiss Field Drainage Feasibility Study
  - 4. Budget Amendment and Funds Transfer for Emerald Ash Borer Special Revenue Fund
  - 5. Easement Addendum with University of Minnesota
- G. POLICY ITEMS:
  - 1. Sale of \$720,000 General Obligation Equipment Certificates, Series 2013B
- H. INFORMATION/ ANNOUNCEMENTS:
- I. COMMUNITY FORUM:
- J. ADJOURNMENT:



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

MINUTES  
October 9, 2013

- A. CALL TO ORDER: 7:00PM
- B. ROLL CALL: LINDSTROM \_X\_ HARRIS \_X\_ GOSLINE \_X\_  
LONG \_X\_ MERCER-TAYLOR \_X\_
- STAFF PRESENT: FISCHER \_X\_ GIGA \_X\_ OLSON \_X\_  
MCDOWELL-POEHLER \_X\_
- C. PRESENTATIONS:  
1. Roseville Superintendent of Schools – John Their  
Superintendent Their provided an update from the school district and the attached presentation as well as answered questions from the Council.
- D. APPROVAL OF MINUTES: September 11, 2013 APPROVED
- E. PUBLIC HEARINGS: Keith Gosline Moved, Approval 5-0  
1. 2013 Pavement Management Project Assessments  
-City Engineer Kris Giga presented the staff report, resolution, and attached presentation on the upcoming assessments for the 2013 Pavement Management Project and also answered questions from the Council.  
-Mayor Lindstrom opened the Public Hearing at 7:39PM.  
-Shawn Hubert (1525 Iowa): Thanked City staff for their work on the project. He asked questions about crosswalks in various locations along Arona as they were originally planned but do not seem to have been done. City Engineer Giga and Mayor Lindstrom both addressed this issue, and Mayor Lindstrom advised that crosswalks have been withheld for the time being and will be considered after neighborhood conversations in the near future.  
-Kari Kilbride (1522 Idaho): Kari also addressed the crosswalk issue. She was seeking to gain more information on the pros and cons of crosswalks and how they would impact the area. She also expressed concerns about traffic speeds and control on Arona and inquired about the interest rate for the assessments. City Administrator Fischer explained the interest rate question which is 2% above the sale rate of the bonds to cover bond sale costs and continued administrative costs associated with the bonds.  
-Lisa Schiltgen (1375 California): Lisa expressed concern over liquidated damages by the contractor and their impact over time. City Administrator Fischer and Assistant Attorney McDowell-Poehler explained that any possible damages would be allocated across all assessments for the project. Ms. Schiltgen also expressed concerns over the accuracy of the costs of the project. City Engineer Giga, Assistant Attorney McDowell-Poehler and City Administrator Fischer provided answers and indicated Ms. Schiltgen's concerns would be researched and addressed.

-Mayor Lindstrom closed the Public Hearing at 8:18PM.  
Council directed staff to notify the contractor of liquidated damages due to time overruns on the project.

- F. CONSENT AGENDA: Beth Mercer-Taylor Moved, Approval 5-0
1. General Disbursements through 10/4/2013: \$312,311.62  
Payroll through 9/30/2013: \$32,382.72
  2. Approval of City Licenses
  3. Appointment of Michael Breen to Parks & Recreation Commission
  4. Payment for 2013 Pavement Management Project
  5. Resolution Authorizing an Interfund Loan for TIF District 2-1
  6. Authorization to Enter into HGAC Cooperative Purchasing Contract for Fire Equipment
- G: POLICY ITEMS: Beth Mercer-Taylor Moved, Approval 5-0
1. Resolution Approving "No Parking" Zones Around Falcon Heights Elementary  
-Councilmember Chuck Long requested that this item be moved from the consent agenda item to a policy item. Councilmember Long provided background information and an update on the issue.  
-Julie Schultz, Safety Coordinator for Falcon Heights Elementary, also addressed the Council on this issue.
- H. INFORMATION/ ANNOUNCEMENTS:
- Councilmember Beth Mercer-Taylor  
-Provided an update on the upcoming Environment Commission meeting and Clean Energy Resource Team grant.
- Councilmember Chuck Long  
-Provided an update on the Human Rights Commission meeting on October 7, 2013.  
-Provided an update on the community education dialogue event regarding Communities for a Lifetime.
- Councilmember Keith Gosline  
-Provided an update on the recent NYFS event.
- City Administrator Bart Fischer  
-Updated the City Council on the Fire Department Open House on October 5, 2013.
- Mayor Peter Lindstrom  
-Announced the upcoming Community Campus meeting with the University of Minnesota.  
-Announced the upcoming University Grove meeting that will be held on October 15, 2013 at 7:30PM at City Hall.
- I. COMMUNITY FORUM:
- J. ADJOURNMENT: 8:45PM

## Roseville Area Schools October 9, 2013



Quality Teaching and Learning for All...Equity in All We Do

## 623 Enrollment

	First Day 2013	First Day 2012	Increase	% Increase
District	7,152	6,984	168	2.4%
With Harambee	7,587	6,984	603	8.6%



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## 623 Enrollment - Elementary

	First Day 2012	First Day 2013	Increase/ Decrease	% Change
Brimhall	693	720	27	3.9%
Central Park	464	483	19	4.1%
Edgerton	477	501	24	5.0%
Falcon Heights	458	478	20	4.4%
Little Canada	424	483	59	13.9%
Emmet Williams	509	503	-6	-1.2%
Parkview	574	584	10	1.7%
Sub-Total	3,599	3,752	153	4.3%
Harambee	-	435	435	100%
Total	3,599	4,187	588	16.3%



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## 623 Enrollment - Secondary

	First Day 2012	First Day 2013	Increase/ Decrease	% Change
Parkview Center 7-8	165	171	6	3.6%
RAMS	870	911	41	4.7%
RAHS	2,214	2,194	-20	-0.1%
FAHS	136	137	1	0.1%
Total Secondary	3,385	3,400	15	0.01%
Total Elementary without Harambee	3,599	3,752	153	4.3%
Total Elementary with Harambee	3,599	4,187	588	16.3%
Total District 2013	6,984	7,587	603	8.6%



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### 623 Demographic Data as of 9/16/13

Ethnicity	Number of Students	%
White	3,927	51.8%
Asian	1,566	20.6%
Black	1,231	16.2%
Hispanic	808	10.7%
Native American	55	.07%
Free and Reduced	3,408	44.9%
English Language	1,053	13.9%



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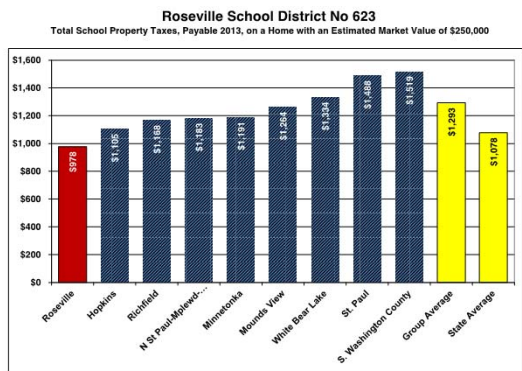
### Levy Referendum Renewal

- Why Now?
  - Current Referendum Expires 6/30/14
- When?
  - Election – November 5, 2013
- What is Request?
  - Renewal of Current Referendum
- Will Referendum Change Property Taxes?
  - No, not in 2015
- Where Can Citizens Find Additional Information?
  - [www.isd623.org](http://www.isd623.org) Fast Facts



Quality Teaching and Learning for All...Equity in All We Do

### Comparison of School Taxes By District



### We Are Proud Of:

- Our students, families and staff
- Our schools and options
- Our programming
- Our partnerships
- Our communities



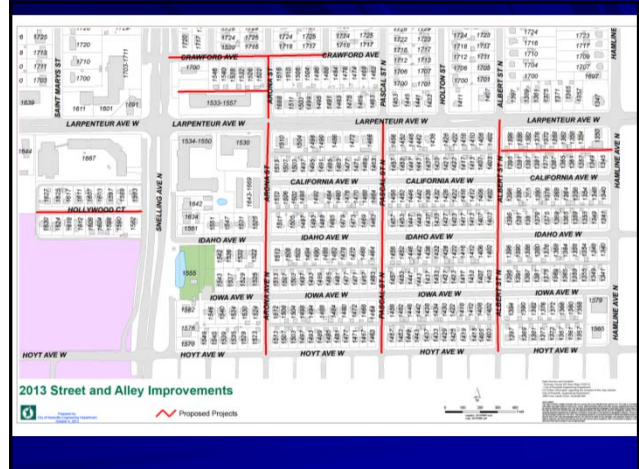
Quality Teaching and Learning for All...Equity in All We Do





## 2013 Pavement Management Project

Assessment Hearing  
October 9, 2013



### Special Assessments

- Rate based on project costs
- Assessment frontage based as approved in feasibility report
  - Modified once construction limits were established in the field
- No assessment for storm sewer, watermain or sanitary sewer

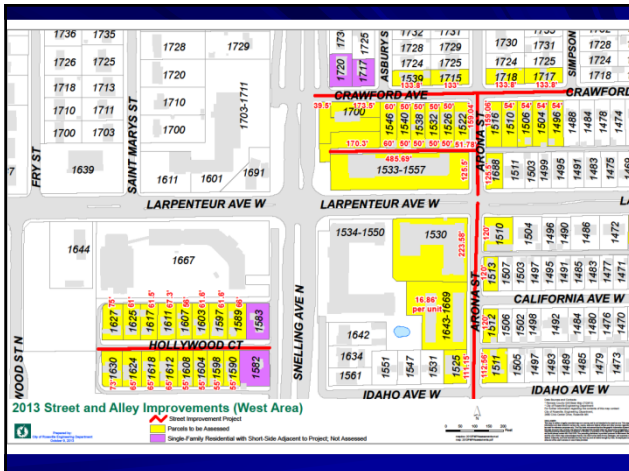
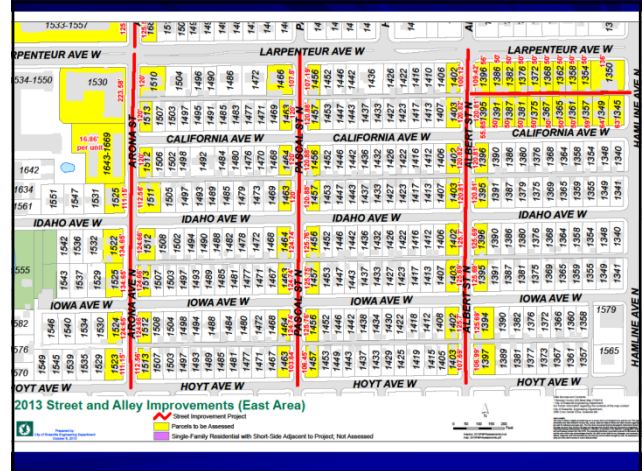
### Assessment Policy- Streets

- Assessment rate based on lot frontage at building setback
- Corner lots assessed 100% long, 0% short side
- Mill & Overlay/Reclaim Assessment Rates
  - Residential - 40% of project cost
  - Commercial/Multi-unit residential - 60% of project cost



## Assessment Policy- Alleys

- Assessment rate based on footage along alley
- Alley Improvement Assessment Rates
  - Residential, Multi-unit residential, Commercial - 90% of project cost
- Traffic study completed along alleys which also serve non-residential purposes



## Project Funding

	Construction + Engineering	Assessments	CRWD	MSA	TIF	City
Streets Total	\$ 718,917.84	\$ 306,570.93		\$ 150,000.00	\$ 135,963.75	\$ 126,383.17
Alley Total	\$ 86,161.31	\$ 77,541.46				\$ 8,619.84
Storm Total	\$ 356,036.25		\$ 142,000.00		\$ 214,036.25	
Sanitary Total	\$ 2,548.71					\$ 2,548.71
Private Sanitary Total*	\$ 2,420.50	\$ 2,420.50				
<b>GRAND TOTAL</b>	<b>\$ 1,166,084.61</b>	<b>\$ 386,532.89</b>	<b>\$ 142,000.00</b>	<b>\$ 150,000.00</b>	<b>\$ 350,000.00</b>	<b>\$ 137,551.72</b>

\* One property owner chose to replace their service.

## Assessment Rate Comparison

Per foot assessment rate	Feasibility Report	Project Costs
<b>Street Improvements</b>		
Commercial/multi-unit	\$ 56.07	\$ 48.99
Residential	\$ 37.38	\$ 32.66
<b>California Alley Improvements ("Super America" alley- Albert to Hamline)</b>		
Commercial	\$ 40.47	\$ 34.47
Residential	\$ 36.32	\$ 30.93
<b>Crawford Alley Improvements ("Falcon Crossing" alley- Snelling Svc Dr to Arona)</b>		
Commercial	\$ 115.78	\$ 58.41
Residential	\$ 10.76	\$ 6.78

## All Assessments Tonight

- 7 years
- 4.1 % annual interest
- Collected by Ramsey County with taxes

## Assessment Deferral

- Homestead property
- Age 65 or older, or retired by virtue of a disability
- Payment would be a hardship
- Assessment will accrue interest
- Application available at City Hall

## Schedule

- October 9                      Assessment Hearing
- October 10-                      Prepayment period at  
November 8                      City Hall
- November 15                      Certification of  
assessments to Ramsey  
County

## 2013 Pavement Management Project

Open Assessment Hearing

Recommended Council Action:

Approval of resolution adopting and  
confirming Assessments for 2013  
Pavement Management Project





*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Consent F1
<b>Attachment</b>	General Disbursements and Payroll
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	General Disbursements and Payroll
<b>Description</b>	General Disbursements through 10/17/2013: \$135,937.48 Payroll through 10/15/2013: \$14,967.53
<b>Budget Impact</b>	
<b>Attachment(s)</b>	General Disbursements and Payroll
<b>Action(s) Requested</b>	Staff recommends that the Falcon Heights City Council approve general disbursements and payroll.

PACKET: 00895 OCTOBER 15 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====							
01-00800			ALLIED WASTE SERVICES				
I-923-002326172			OCT: WASTE REMOVAL	367.94			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			OCT: WASTE REMOVAL		101 4131-82010-000	WASTE REMOVAL	367.94
			=== VENDOR TOTALS ===	367.94			
=====							
01-00250			AMERIPRIDE SERVICES				
I-1002586344			LINEN CLEANING	45.85			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			LINEN CLEANING		101 4124-82011-000	LINEN CLEANING	45.85
			=== VENDOR TOTALS ===	45.85			
=====							
01-00270			ANCOM TECHNICAL CENTER				
I-00270			REPAIR RADIOS	79.50			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			REPAIR RADIOS		101 4124-87092-000	REPAIR RADIOS	79.50
			=== VENDOR TOTALS ===	79.50			
=====							
01-05422			BP				
I-201310154337			TAX EXEMPT FUELING FEE	10.75			
10/15/2013	APBNK		MANUAL CK# 081847 10/09/2013		1099: N		
			TAX EXEMPT FUELING FEE		601 4601-74000-000	MOTOR FUEL & LUBRICANTS	10.75
			=== VENDOR TOTALS ===	10.75			
=====							
772			BRANCH AND BOUGH TREE SERVICE				
I-1739			CLEVELAND TREE PROJECT	4,950.00			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			TREE DISPOSALS		419 4419-85000-000	TREE REMOVAL	4,700.00
			FORESTER COST		101 4134-80330-000	FORESTRY CONSULTANT	250.00
			=== VENDOR TOTALS ===	4,950.00			
=====							
01-03001			CAMPBELL KNUTSON				
I-201310154343			SEPT: LEGAL FEES	899.00			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: Y		
			SEPT: LEGAL FEES		101 4114-80200-000	LEGAL FEES	899.00
			=== VENDOR TOTALS ===	899.00			

PACKET: 00895 OCTOBER 15 PAYABLES  
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 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
=====							
01-03110	CENTURY LINK						
I-201310154335			LANDLINES	175.01			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			CURTIS FIELD LANDLINE		101 4141-85011-000	TELEPHONE - LANDLINE	55.48
			AUTO DIALER LANDLINE		601 4601-85011-000	TELEPHONE - LANDLINE	59.83
			COMM PARK LANDLINE		101 4141-85011-000	TELEPHONE - LANDLINE	59.70
			=== VENDOR TOTALS ===	175.01			
=====							
01-03123	CINTAS CORPORATION #470						
I-470304472			TOWELS/TP/SUPPLIES	113.76			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			TOWELS/TP/SUPPLIES		101 4131-70110-000	SUPPLIES	113.76
I-470310931			TOWELS/TP/ SUPPLIES	288.23			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			TOWELS/TP/ SUPPLIES		101 4131-70110-000	SUPPLIES	288.23
			=== VENDOR TOTALS ===	401.99			
=====							
01-03117	CITY OF LITTLE CANADA						
I-18517			3RD QTR BUILDING INSP MILEAGE	434.03			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			3RD QTR BUILDING INSP MILEAGE		101 4117-81220-000	MECHANICAL INSPECTORS	434.03
			=== VENDOR TOTALS ===	434.03			
=====							
01-00911	CITY OF NEW BRIGHTON						
I-201310154347			3RD QTR HAZMAT PROGRAM	624.00			
/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			3RD QTR HAZMAT PROGRAM		101 4124-87025-000	HAZMAT EQUIPMENT MAINT	624.00
			=== VENDOR TOTALS ===	624.00			
=====							
01-06290	CITY OF ROSEVILLE						
I-201310154338			REISSUE CHECK AND BANK FEE	1,004.00			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			REISSUE CHECK #81080		402 4402-91000-000	MACHINERY & EQUIPMENT	1,000.00
			BANK CHARGE		402 4402-91000-000	MACHINERY & EQUIPMENT	4.00
I-217838			ENGINEERING SERVICES	16,815.11			
10/15/2013	APBNK		DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
			2013 PMP STREET ENGINEERING		419 4419-92055-000	CRAWFORD/ALLEY/ARONA MIL	15,456.60
			CURTIS FIELD DRAINAGE		602 4602-80100-000	ENGINEERING	331.65
			HERMES REDEVELOPMENT		208 4208-81900-000	OTHER PROFESSIONAL SERVI	73.70
			GENERAL ENGIN SERVICES		101 4133-80100-000	ENGINEERING SERVICES	953.16

PACKET: 00895 OCTOBER 15 PAYABLES  
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DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----  
ST DATE BANK CODE -----DESCRIPTION----- GROSS P.O. #  
DISCOUNT G/L ACCOUNT -----ACCOUNT NAME----- DISTRIBUTION  
=====

01-06290 CITY OF ROSEVILLE ( \*\* CONTINUED \*\* )

I-217845		OCT: IT SERVICES	1,717.67				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		OCT: IT SERVICES		101 4116-85070-000	TECHNICAL SUPPORT		1,717.67
I-217885		OCT: PHONE BILL	354.09				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		OCT: PHONE BILL		101 4116-85070-000	TECHNICAL SUPPORT		354.09
=== VENDOR TOTALS ===			19,890.87				

01-04000 EHLERS AND ASSOCIATES

I-346977		DRAFT IFC DISTRICT #1-2	200.00				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		DRAFT IFC DISTRICT #1-2		412 4412-81900-000	OTHER PROFESSIONAL SERVI		200.00
=== VENDOR TOTALS ===			200.00				

01-04027 EMERGENCY APPARATUS MAINT

I-201310174357		FIRETRUCK MAINTINENCE	3,761.95				
10/17/2013	APBNK	DUE: 10/17/2013 DISC: 10/17/2013		1099: N			
		OIL FOR TRUCK		101 4124-74000-000	MOTOR FUEL & LUBRICANTS		356.67
		LABOR FOR TRUCK		101 4124-87029-000	REPAIR OTHER EQUIPMENT		1,807.12
		OIL FOR TRUCK		101 4124-74000-000	MOTOR FUEL & LUBRICANTS		173.23
		LABOR FOR TRUCK		101 4124-87029-000	REPAIR OTHER EQUIPMENT		622.12
		OIL FOR TRUCK		101 4124-74000-000	MOTOR FUEL & LUBRICANTS		210.31
		LABOR FOR TRUCK		101 4124-87029-000	REPAIR OTHER EQUIPMENT		592.50
=== VENDOR TOTALS ===			3,761.95				

092 FISCHER, BART J

I-201310154340		REIMB: SEPT/OCT	80.00				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		REIMB: SEPT/OCT		101 4131-85015-000	CELL PHONE		40.00
		REIMB: SEPT/OCT		601 4601-85015-000	CELL PHONE		40.00
=== VENDOR TOTALS ===			80.00				

01-05171 FRA DOR INC

I-1393045		BLVD REST - BLACK DIRT	111.16				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		BLVD REST - BLACK DIRT		101 4132-87010-000	BOULEVARD MAINTENANCE		111.16
=== VENDOR TOTALS ===			111.16				



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ID	ST DATE	BANK CODE	DESCRIPTION	GROSS DISCOUNT	P.O. # G/L ACCOUNT	ACCOUNT NAME	DISTRIBUTION
01-05115			GOPHER STATE ONE CALL				

I-79781	10/15/2013	APBNK	SEPT: LOCATES DUE: 10/15/2013 DISC: 10/15/2013 SEPT: LOCATES	208.00	1099: N 601 4601-88030-000	LOCATES	208.00
=== VENDOR TOTALS ===				208.00			

01-05154			HEWLETT PACKARD				
I-05154	10/15/2013	APBNK	NEW COMPUTER HP COMPAQ 8300 DUE: 10/15/2013 DISC: 10/15/2013 NEW COMPUTER HP COMPAQ 8300	659.88	1099: N 402 4402-91000-000	MACHINERY & EQUIPMENT	659.88
=== VENDOR TOTALS ===				659.88			

01-05153			HOME DEPOT CRC/GECF				
I-201310154351	10/15/2013	APBNK	LUMBER/SEASONAL HARDWARE MANUAL CK# 081875 10/16/2013 LUMBER/SEASONAL HARDWARE	437.18	1099: N 101 4131-70110-000	SUPPLIES	437.18
=== VENDOR TOTALS ===				437.18			

01-05058			JOSH JORDAN				
I-201310174356	10/17/2013	APBNK	TKD INSTRUCTOR DUE: 10/17/2013 DISC: 10/17/2013 TKD INSTRUCTOR	1,876.80	1099: Y 201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA	1,876.80
=== VENDOR TOTALS ===				1,876.80			

570			JOSEPH, KATRINA E.				
I-201310154346	10/15/2013	APBNK	SEPT: PROSECUTIONS DUE: 10/15/2013 DISC: 10/15/2013 SEPT: PROSECUTIONS	2,500.00	1099: Y 101 4123-80200-000	LEGAL FEES	2,500.00
=== VENDOR TOTALS ===				2,500.00			

01-05490			CITY OF LAUDERDALE				
I-201310154342	10/15/2013	APBNK	2012 SHARE OF 5K RUN DUE: 10/15/2013 DISC: 10/15/2013 2012 SHARE OF 5K RUN	705.19	1099: N 101 4116-89010-000	SPECIAL EVENTS	705.19
=== VENDOR TOTALS ===				705.19			

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-----ID-----			GROSS	P.O. #			
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-05509	LEAGUE OF MN CITIES						
I-192331		COALITION CONTRIBUTIONS	515.00				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		COALITION CONTRIBUTIONS		602 4602-86110-000	MEMBERSHIPS		515.00
		=== VENDOR TOTALS ===	515.00				
=====							
01-05511	LEAGUE OF MN CITIES						
I-192034		LEAGUE OF MN CITIES	40.00				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		LEAGUE OF MN CITIES		101 4112-86100-000	CONFERENCES/EDUCATION/AS		40.00
		=== VENDOR TOTALS ===	40.00				
=====							
01-07272	LILLIE SUBURBAN NEWSPAPER						
I-201310154352		STREET IMPROVEMENT NOTICE	202.13				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		STREET IMPROVEMENT NOTICE		101 4111-70410-000	LEGAL NOTICES		202.13
		=== VENDOR TOTALS ===	202.13				
=====							
01-05440	LOFFLER COMPANIES, INC						
I-14314559		COPIER USAGE CHARGES	499.96				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		COPIER USAGE CHARGES		101 4112-87000-000	REPAIR OFFICE EQUIPMENT		499.96
		=== VENDOR TOTALS ===	499.96				
=====							
565	METROPOLITAN COUNCIL						
I-1025933		NOV: SS SERVICES	41,379.76				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		NOV: SS SERVICES		601 4601-85060-000	METRO SEWER CHARGES		41,379.76
		=== VENDOR TOTALS ===	41,379.76				
=====							
01-05693	MIDWEST ASPHALT CORPORATION						
I-124455MB (1)		ASPHALT DUMP CHARGES	41.88				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		ASPHALT DUMP CHARGES		419 4419-92005-000	SIDEWALK IMPROVEMENTS		41.88
I-124605MB (1)		CONCRETE DUMP CHARGES	41.76				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		CONCRETE DUMP CHARGES		419 4419-92005-000	SIDEWALK IMPROVEMENTS		41.76

PACKET: 00895 OCTOBER 15 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-05693	MIDWEST ASPHALT CORPORATION	( ** CONTINUED ** )				
I-124737MB		CONCRETE DUMP CHARGES	51.60			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		CONCRETE DUMP CHARGES		419 4419-92005-000	SIDEWALK IMPROVEMENTS	51.60
=== VENDOR TOTALS ===			135.24			
=====						
01-05744	MN DEPT OF HUMAN RIGHTS					
I-201310154348		2103 HUMAN RIGHTS SYMPOSIUM	85.00			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		2103 HUMAN RIGHTS SYMPOSIUM		101 4111-86100-000	CONFERENCES/EDUCATION/TR	85.00
=== VENDOR TOTALS ===			85.00			
=====						
01-05273	MN PUBLIC EMPLOYEES INSURANCE					
I-201310154332		NOV: HEALTH INSURANCE	8,148.10			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		NOV: HEALTH INSURANCE		101 4112-89000-000	MISCELLANEOUS	8,148.10
=== VENDOR TOTALS ===			8,148.10			
=====						
01-05900	NATIONAL RECOVERIES INC					
I-201310154336		REISSUE CHECK #80919	80.50			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		REISSUE CHECK #80919		201 4201-70100-000	SUPPLIES	80.50
=== VENDOR TOTALS ===			80.50			
=====						
01-05955	NATURAL GREEN					
I-95335		FERTILIZER/WEED CONTROL	520.64			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		FERTILIZER/WEED CONTROL		101 4131-87010-000	CITY HALL MAINTENANCE	520.64
=== VENDOR TOTALS ===			520.64			
=====						
01-05973	NORTH SUBURBAN ACCESS CORPORAT					
I-13-506		WINDOWS 7 SOFTWARE TIGHT ROPE	1,584.15			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		WINDOWS 7 SOFTWARE TIGHT ROPE		401 4401-91000-000	MACHINERY & EQUIPMENT	1,584.15
=== VENDOR TOTALS ===			1,584.15			

PACKET: 00895 OCTOBER 15 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #			
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----		DISTRIBUTION
=====							
01-06030	OLSON,ROLAND						
I-201310154345		3RD QTR MILEAGE/ MN GFOA EXP	70.59				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		3RD QTR MILEAGE		101 4113-86010-000	MILEAGE		55.59
		MN GFOA CONF EXPENSE		101 4113-86100-000	CONFERENCES/EDUCATION/AS		15.00
		=== VENDOR TOTALS ===	70.59				
=====							
01-06024	ON SITE SANITATION						
I-512762		COMM PARK UNIT RENTAL	59.85				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		COMM PARK UNIT RENTAL		601 4601-85080-000	PORTABLE TOILET PARKS		59.85
I-512876		CURT PARK UNIT RENTAL	59.85				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		COMM PARK UNIT RENTAL		601 4601-85080-000	PORTABLE TOILET PARKS		59.85
		=== VENDOR TOTALS ===	119.70				
=====							
01-06053	OREILLY AUTO PARTS						
I-201310154349		TIRE TESTER	18.29				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		TIRE TESTER		101 4132-87000-000	REPAIR EQUIPMENT		18.29
		=== VENDOR TOTALS ===	18.29				
=====							
01-06059	APRIL OSS						
I-201310174355		YOGO INSTRUCTOR FEE	530.40				
/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: Y			
		YOGO INSTRUCTOR FEE		201 4201-87700-000	INSTRUCTOR-SPECIALTY CLA		530.40
		=== VENDOR TOTALS ===	530.40				
=====							
01-06065	OXYGEN SERVICE COMPANY						
I-07716022		BREATHING AIR	132.84				
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N			
		BREATHING AIR		101 4124-70100-000	SUPPLIES		132.84
		=== VENDOR TOTALS ===	132.84				

PACKET: 00895 OCTOBER 15 PAYABLES  
 VENDOR SET: 01 City of Falcon Heights  
 SEQUENCE : ALPHABETIC  
 DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----			GROSS	P.O. #		
ST DATE	BANK CODE	-----DESCRIPTION-----	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
=====						
01-06115	TIMOTHY PITTMAN					
I-201310154350		REIMB: MILEAGE FALL EXPO	58.76			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		REIMB: MILEAGE FALL EXPO		101 4132-86101-000	MILEAGE	58.76
=== VENDOR TOTALS ===			58.76			
=====						
01-06943	QUALITY RESOURCE GROUP INC					
I-834695		LASER CHECKS	1,116.51			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		LASER CHECKS		101 4113-70100-000	SUPPLIES	1,116.51
=== VENDOR TOTALS ===			1,116.51			
=====						
01-06301	SAMS CLUB DISCOVER CARD					
I-201310154333		SUPPLIES FOR 5K RUN	112.54			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		SUPPLIES FOR 5K RUN		101 4116-89010-000	SPECIAL EVENTS	112.54
=== VENDOR TOTALS ===			112.54			
=====						
01-05110	SRF CONSULTING GROUP INC					
I-8248.00-1		UNIVERSITY GRVE PARKING STUDY	596.81			
10/17/2013	APBNK	DUE: 10/17/2013 DISC: 10/17/2013		1099: N		
		UNIVERSITY GROVE PARKING STUDY		419 4419-81900-000	OTHER PROFESSIONAL SVC	596.81
=== VENDOR TOTALS ===			596.81			
=====						
525	SUBURBAN ACE HARDWARE					
I-201310174354		POWER EQUIPMENT PARTS	48.83			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		POWER EQUIPMENT PARTS		101 4141-70100-000	SUPPLIES	48.83
=== VENDOR TOTALS ===			48.83			
=====						
01-05374	TENNIS SANITATION LLC					
I-1043626		BULKY WASTE SERVICES	1,987.62			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		BULKY WASTE SERVICES		206 4206-82040-000	BULKY ITEM RECYCLING	1,987.62
=====						
I-1055107		BULKY WASTE REMOVAL	2,004.71			
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N		
		BULKY WASTE REMOVAL		206 4206-82040-000	BULKY ITEM RECYCLING	2,004.71

PACKET: 00895 OCTOBER 15 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

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-----ID-----
ST DATE  BANK CODE  -----DESCRIPTION-----  GROSS  P.O. #
DISCOUNT  G/L ACCOUNT  -----ACCOUNT NAME-----  DISTRIBUTION
=====
01-05374  TENNIS SANITATION LLC  ( ** CONTINUED ** )

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I-1062046  BULKY WASTE SERVICES  1,868.63
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
BULKY WASTE SERVICES  206 4206-82040-000  BULKY ITEM RECYCLING  1,868.63

I-1062508  BULKY WASTE SERVICES  1,440.50
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
BULKY WASTE SERVICES  206 4206-82040-000  BULKY ITEM RECYCLING  1,440.50

=== VENDOR TOTALS ===  7,301.46

```

=====
01-05303 MICHELLE TESSER

```

I-201310154344  3RD QTR MILEAGE  169.16
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
3RD QTR MILEAGE  201 4201-86010-000  MILEAGE  169.16

=== VENDOR TOTALS ===  169.16

```

=====
01-05170 TOM LYNCH ELECTRIC LLC

```

I-201310154353  ALARM ON HOSE TOWER  620.00
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
ALARM ON HOSE TOWER  101 4124-87029-000  REPAIR OTHER EQUIPMENT  345.00
LIGHTING REPAIR ON PW BUILDING  209 4209-87120-000  REPAIR & MAINTENANCE  275.00

=== VENDOR TOTALS ===  620.00

```

=====
01-06686 TOWMASTER

```

I-352518  TOWING - FIRE PRACTICE CARS  99.24
/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
TOWING - FIRE PRACTICE CARS  101 4132-89000-000  MISCELLANEOUS  99.24

=== VENDOR TOTALS ===  99.24

```

=====
01-06581 TRI-STATE BOBCAT INC

```

I-515809  BOBCAT 5590 SKID ST LOADER  14,753.35
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
BOBCAT 5590 SKID ST LOADER  424 4424-91000-000  MACHINERY & EQUIPMENT  14,753.35

I-515811  INDUSTRIAL FORK GRAPPLE  3,214.89
10/15/2013  APBNK  DUE: 10/15/2013 DISC: 10/15/2013  1099: N
INDUSTRIAL FORK GRAPPLE  424 4424-91000-000  MACHINERY & EQUIPMENT  3,214.89

=== VENDOR TOTALS ===  17,968.24

```

PACKET: 00895 OCTOBER 15 PAYABLES  
VENDOR SET: 01 City of Falcon Heights  
SEQUENCE : ALPHABETIC  
DUE TO/FROM ACCOUNTS SUPPRESSED

-----ID-----		GROSS	P.O. #		
ST DATE	BANK CODE	DISCOUNT	G/L ACCOUNT	-----ACCOUNT NAME-----	DISTRIBUTION
01-00878	US BANCORP				

I-201310174358		ADMINISTRATIVE EXPENSES	296.01		
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N	
		ICMA EXPENSE		101 4112-86030-000	CONFERENCES & SCHOOLS 50.00
		GARAGE SALES ADS		101 4116-89010-000	SPECIAL EVENTS 74.00
		PARKING U OF M		101 4112-86010-000	MILEAGE & PARKING 6.00
		PARKING U OF M		101 4112-89000-000	MISCELLANEOUS 64.27
		POPCORN MACHINE RENTAL		101 4116-89010-000	SPECIAL EVENTS 101.74
		=== VENDOR TOTALS ===	296.01		

01-00880	US BANK HSA CUSTODIAN FOR BART				
I-201310154339		OCT: HSA DEDUCTIONS	416.67		
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N	
		OCT: HSA DEDUCTIONS		101 21714-000	HSA FLEX PAYAB LE 366.67
		OCT: HSA DEDUCTIONS		206 21714-000	HSA FLEX PAYABLE 20.83
		OCT: HSA DEDUCTIONS		601 21714-000	HSA FLEX PAYABLE 16.67
		OCT: HSA DEDUCTIONS		602 21714-000	HSA FLEX PAYABALE 12.50
		=== VENDOR TOTALS ===	416.67		

01-05870	XCEL ENERGY				
I-201310154334		ELECT	2,822.42		
10/15/2013	APBNK	DUE: 10/15/2013 DISC: 10/15/2013		1099: N	
		ELECT		101 4141-85020-000	ELECTRIC/GAS 72.98
		ELECT		209 4209-85020-000	STREET LIGHTING POWER 416.95
		ELECT		209 4209-85020-000	STREET LIGHTING POWER 2,238.40
		ELECT		209 4209-85020-000	STREET LIGHTING POWER 59.09
		ELECT		209 4209-85020-000	STREET LIGHTING POWER 11.19
		ELECT		101 4141-85020-000	ELECTRIC/GAS 23.81
		=== VENDOR TOTALS ===	2,822.42		

=== PACKET TOTALS === 124,108.05

federal withholdings 5735.29  
 st withholdings 1296.28  
 Pera 2972.86  
 Icma 1825.00

135,937.48

EMP #	NAME	AMOUNT
1-1004	BART J FISCHER	2,403.98
1-1010	MICHELLE C TESSER	1,474.36
01-1014	CHELSEA PETERSEN	982.88
01-1136	ROLAND O OLSON	1,018.95
01-1150	JOHN R ONEILL	413.99
01-1038	DEBORAH K JONES	1,671.96
01-0085	DANIEL S JOHNSON-POWERS	119.22
01-0086	RICHARD H HINRICHS	101.26
01-0087	MICHAEL A MCKAY	53.21
01-0095	MICHAEL J POESCHL	92.92
01-0105	ANTON M FEHRENBACH	109.42
01-0106	SCOTT A TESCH	95.70
01-0123	BRYAN R SULLIVAN	61.15
01-0124	MICHAEL D KRUSE	111.75
01-1030	TIMOTHY J PITTMAN	1,543.63
01-1033	DAVE TRETSEVEN	1,454.68
01-1143	COLIN B CALLAHAN	1,049.96

TOTAL PRINTED: 17 12,759.02

10-11-2013 10:11 AM

PAYROLL CHECK REGISTER

PAGE: 1

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 10/11/2013

EMP NO	EMPLOYEE NAME	TYPE	CHECK DATE	CHECK AMOUNT	CHECK NO.
0034	KURHAJETZ, CLEMENT	R	10/11/2013	83.48	081849
0	ANDERSON, KEVIN	R	10/11/2013	48.05	081850
	GAFFNEY, PATRICK	R	10/11/2013	119.53	081851
004	VANN, VINCENT A	R	10/11/2013	48.05	081852
0119	WICK, JEFFREY M	R	10/11/2013	90.54	081853
0125	MILLER, RACHEL L	R	10/11/2013	42.49	081854
0126	SMITH, BENJAMIN J	R	10/11/2013	93.86	081855
0127	PONTRELLI, MITCHELL E	R	10/11/2013	98.50	081856
0128	ROSENBERG, NICHOLAS M	R	10/11/2013	79.82	081857
0130	RABEK, PAUL A	R	10/11/2013	111.75	081858
0131	THOMAS, DAVID M	R	10/11/2013	89.56	081859
2172	ARCAND, MICHAEL W	R	10/11/2013	195.07	081860
1152	SPORLEIN, MICHAEL G	R	10/11/2013	346.72	081861
1149	PERKINS, JONATHON R	R	10/11/2013	761.09	081862

10-11-2013 10:11 AM

PAYROLL CHECK REGISTER

PAGE: 2

PAYROLL NO: 01 City of Falcon Heights

PAYROLL DATE: 10/11/2013

\*\*\* REGISTER TOTALS \*\*\*

REGULAR CHECKS:	14	2,208.45
DIRECT DEPOSIT REGULAR CHECKS:	17	12,759.02
MANUAL CHECKS:		
PRINTED MANUAL CHECKS:		
DIRECT DEPOSIT MANUAL CHECKS:		
VOIDED CHECKS:		
NON CHECKS:		
TOTAL CHECKS:	31	14,967.53

\*\*\* NO ERRORS FOUND \*\*\*

\*\* END OF REPORT \*\*





October 2013 Statement 09/11/2013 - 10/09/2013

Page 2 of 2

CITY OF FALCON HEIGHT (CPN 001055690)

Cardmember Service 1-866-485-4545



Important Messages

FlexControl from U.S. Bank is a free online tool that allows you to choose which kinds of purchases to pay in full, how quickly to pay down balances, and choose a payment due date and payment frequency that best fits your finances. FlexControl also includes real-time account alerts to help track your finances and prevent fraud. Learn more at usbank.com/flexcontrol

Transactions FISCHER,BART J Credit Limit \$12000

Table with columns: Post Date, Trans Date, Ref #, Transaction Description, Amount, Notation. Includes transactions for ICMA INTERNET, PIONEER PRESS ADVERTIS, THE STAR TRIBUNE ONLIN, U OF M PARKING, TLF HERMES FLORAL AND ST. PAUL, HEJNY RENTAL INC. Total for Account 4798 5312 0987 3100 \$296.01

Transactions BILLING ACCOUNT ACTIVITY

Table with columns: Post Date, Trans Date, Ref #, Transaction Description, Amount, Notation. Includes transaction: 09/27 09/27 0025 BRANCH PAYMENT THANK YOU \$79.27CR

2013 Totals Year-to-Date table with rows: Total Fees Charged in 2013 \$0.00, Total Interest Charged in 2013 \$0.00

Interest Charge Calculation

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

\*\* APR for current and future transactions.

Table with columns: Balance Type, Balance By Type, Balance Subject to Interest Rate, Variable, Interest Charge, Annual Percentage Rate, Expires with Statement, Interest Free Period. Rows include BALANCE TRANSFER, PURCHASES, ADVANCES.





*The City That Soars!*

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Consent F2
<b>Attachment</b>	Application
<b>Submitted By</b>	Mayor Peter Lindstrom

<b>Item</b>	City Commission Appointment
<b>Description</b>	I recommend Ahmed Hassan be appointed to the Falcon Heights Human Rights Commission.
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	Ahmed Hassan's application.
<b>Action(s) Requested</b>	Approval of the above appointment.

-----Original Message-----

From: Please Do Not Click Reply [<mailto:support@govoffice.com>]

Sent: Thursday, October 10, 2013 10:46 AM

To: Bart Fischer

Subject: City Commission Application (form) has been filled out on your site.

Your Site has received new information through a form.

Form: City Commission Application

Site URL: [www.falconheights.org](http://www.falconheights.org)

-----  
Date: Oct. 10, 2013

Name: Ahmed A Hassan

Street Address:

City, State, Zip Code:      Phone Number:              Additional Phone Number:

Email:

How Long at Above Address?: 8 years

In Which Capacity Would You Like to Serve?: As a member.

What is the Reason You Would Like to Serve?: I like to help. Volunteering is a great way to help.

List Prior (Previous) Public Service: 1. Current chairperson of the Saint Paul Public Schools (SPPS) District Parent Advisory Committee .

2. Facilitator of SPPS District Parent Academy

3. Coordinator of a number Community Projects (now at different planning stages) Other Relevant Background (Other Comments): Not clear ... what?

Do Not Click Reply - This e-mail has been generated from a super form.



***The City That Soars!***

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Consent F3
<b>Attachment</b>	Due to the large size of the Feasibility Report, a copy is available for viewing at Falcon Heights City Hall
<b>Submitted By</b>	Kristine Giga, Civil Engineer

<b>Item</b>	Approve the Feasibility Report for Curtiss Pond Improvement Project
<b>Description</b>	<p>Capitol Region Watershed District (CRWD) representatives presented the draft Curtiss Pond Improvement Project Feasibility Study at the City Council meeting on September 11, 2013. Several questions and comments were received, and in general, there was support for the project as recommended in the Study.</p> <p>No changes to the study have been made since the presentation on September 11th. Discussions have been initiated with the State Fair and Mn/DOT regarding their potential involvement in the project.</p> <p>The CRWD would like the City Council to formalize the Feasibility Report before beginning detailed planning on the project. The CRWD Board also approved the Feasibility Report at their October 2, 2013, meeting.</p>
<b>Budget Impact</b>	<p>This project is being led by the CRWD. The proposed project cost is estimated at \$536,000, including engineering and contingency. CRWD has requested that the City contribute \$200,000 to the project, which is accounted for in the 2014 Draft Budget. A cooperative agreement is being drafted, and will be presented later this fall to both the CRWD board and the City Council with details on cost participation, project engineering, construction management, and maintenance.</p>
<b>Attachment</b>	Due to the large size of the Feasibility Report, a copy is available for viewing at Falcon Heights City Hall
<b>Action(s) Requested</b>	Approve the Feasibility Report for the Curtiss Pond Improvement Project and direct staff to work with Capitol Region Watershed District to implement the project.





**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Consent F4
<b>Attachment</b>	N/A
<b>Submitted By</b>	Roland Olson, Finance Director

<b>Item</b>	Budget amendment and transfer of funds for Emerald Ash Borer Special Revenue Fund 205				
<b>Description</b>	<p>The city has participated in the Emerald Ash Borer grant during 2013 and will continue in 2014. The 2013 budget sheet for the Emerald Ash Borer Special Revenue Fund 205 has a spreadsheet error on it. This error was not noticed until recently. There is listed a Transfer In of \$125,650 to fund this grant, but there is no fund from which the transfer of funds is to come from. It originally was to come from the Infrastructure fund and to provide funding until the grant was completed and reimbursement received from the state. Recently, we learned that we can get reimbursement from the State for all work completed in 2013 before the 2013 year end and not have to wait for the end of 2014. The solution is to amend the budget and correct with a new transfer of funds to provide limited operating funds, but not at the level previously listed. When the grant is completed, the balance can be closed back to the infrastructure fund. Staff recommends amending the budget line items and changing the dollar amount of the transfer to be only \$20,000 and reflect the following entries:</p> <table style="margin-left: 40px; border: none;"> <tr> <td style="padding-right: 20px;">Revenue: transfer in 205-39200</td> <td style="text-align: right;">\$20,000</td> </tr> <tr> <td>Expense: transfer out 419-4419-97000</td> <td style="text-align: right;">\$20,000</td> </tr> </table>	Revenue: transfer in 205-39200	\$20,000	Expense: transfer out 419-4419-97000	\$20,000
Revenue: transfer in 205-39200	\$20,000				
Expense: transfer out 419-4419-97000	\$20,000				
<b>Budget Impact</b>	Budget amendment change to reflect the new transfer of funds				
<b>Attachment(s)</b>	N/A				
<b>Action(s) Requested</b>	Staff recommends a budget amendment to the budget line items in the Emerald Ash Borer Special Revenue fund 205 and establish the dollar amount of the transfer to be \$20,000.				







**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Consent F5
<b>Attachment</b>	University Agreement #E-67025 - First Amendment to Easement Agreement
<b>Submitted By</b>	Bart Fischer, City Administrator

<b>Item</b>	Approval of First Amendment to Easement Granted in 1976 to City of Falcon Heights for Street and City-Owned Utilities in the Grove
<b>Description</b>	<p>On October 28, 1976, the City of Falcon Heights and University of Minnesota entered into an easement agreement in relation to the City providing municipal services to the University Grove Neighborhood.</p> <p>Upon recent review of the easement agreement, it was noticed that language was lacking addressing an easement needed by the City relating to an existing sanitary sewer line and storm sewer line in the Grove. This amendment “cleans up” the original easement agreement and adds language recognizing those sanitary and storm sewer lines.</p> <p>The easement amendment was reviewed by the City Administrator, City Engineer, Public Works Director, City Attorney and University Grove Association President. Staff recommends approval of the First Amendment to the Easement Agreement.</p>
<b>Budget Impact</b>	N/A
<b>Attachment(s)</b>	University Agreement #E-67025 - First Amendment to Easement Agreement.
<b>Action(s) Requested</b>	Approval of First Amendment to Easement Granted in 1976 to City of Falcon Heights for Street and City-Owned Utilities in the Grove and authorizing the Mayor and City Administrator to sign any associated documents.



**UNIVERSITY OF MINNESOTA**  
**FIRST AMENDMENT**  
**to**  
**EASEMENT AGREEMENT**

**THIS FIRST AMENDMENT TO EASEMENT AGREEMENT** (“**First Amendment**”) is entered into on the date of last signature below by and between Regents of the University of Minnesota, a Minnesota constitutional corporation (“**Grantor**”) and the City of Falcon Heights, a Minnesota municipal corporation (“**Grantee**”).

**WHEREAS**, Grantor and Grantee are parties to an Easement dated October 28, 1976 (the “**Agreement**”) in relation to Grantee’s provision of municipal services to certain homes located in Auditor’s Subdivision No. 71 and Auditor’s Subdivision No. 90, Ramsey County, Minnesota (“**Grove Homes**”);

**WHEREAS**, a portion of the easement area described in the Agreement has been vacated by the Grantee, is no longer a public right-of-way, and should be removed from the easement area;

**WHEREAS**, Grantor and Grantee wish to designate additional easements for sanitary sewer and storm sewer service to the Grove Homes;

**WHEREAS**, the parties desire to amend the Agreement as set forth in this First Amendment; and

**WHEREAS**, capitalized terms used herein but not otherwise defined shall have the meanings given them in the Agreement.

**NOW, THEREFORE**, in consideration of the foregoing and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties agree as follows:

1. Except as specifically amended hereby, the Agreement is and remains in full force and effect.
2. That portion of the easement area described as follows and depicted on Exhibit A is no longer a part of the easement area: Lot D, North of Folwell Avenue as constructed, Auditor’s Subdivision #90.
3. Grantee is hereby granted a permanent easement over, across and under the property described and depicted on Exhibit B (the “**Additional Sanitary Sewer**”).

**Easement Area**”). The Additional Sanitary Sewer Easement Area shall be used only for the purpose of providing municipal sanitary sewer service to the Grove Homes. The surface of the Additional Sanitary Sewer Easement Area includes a paved path and a grassy area. The grassy area is maintained by owners of the Grove Homes. Grantee will be responsible for promptly restoring the grassy area (and paved path) to Grantor’s reasonable satisfaction in the event Grantee does any work in the Additional Sanitary Sewer Easement Area.

4. Grantee is hereby granted a permanent easement over, across and under the property described and depicted on Exhibit C (the “**Additional Storm Sewer Easement Area**”). The Additional Storm Sewer Easement Area shall be used only for the purpose of providing municipal storm sewer service to the Grove Homes. The surface of the Additional Storm Sewer Easement Area is a grassy area maintained by owners of Grove Homes; however, Grantee will be responsible for promptly restoring the grassy area to Grantor’s reasonable satisfaction in the event Grantee does any work in the Additional Storm Sewer Easement Area.

5. This First Amendment may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

6. Each of the undersigned parties represents and warrants that it has full authority to enter into this agreement, and each individual signing this First Amendment on behalf of a party hereby represents and warrants that he or she has full authority to sign on behalf of and to bind that party thereby.

7. Exhibit A, Exhibit B and Exhibit C attached hereto are hereby incorporated by reference and hereby made a part of this First Amendment.

IN WITNESS WHEREOF, Grantor and Grantee execute this First Amendment.

**Regents of the University of City of Falcon Heights  
Minnesota**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name:

Name:

Title:

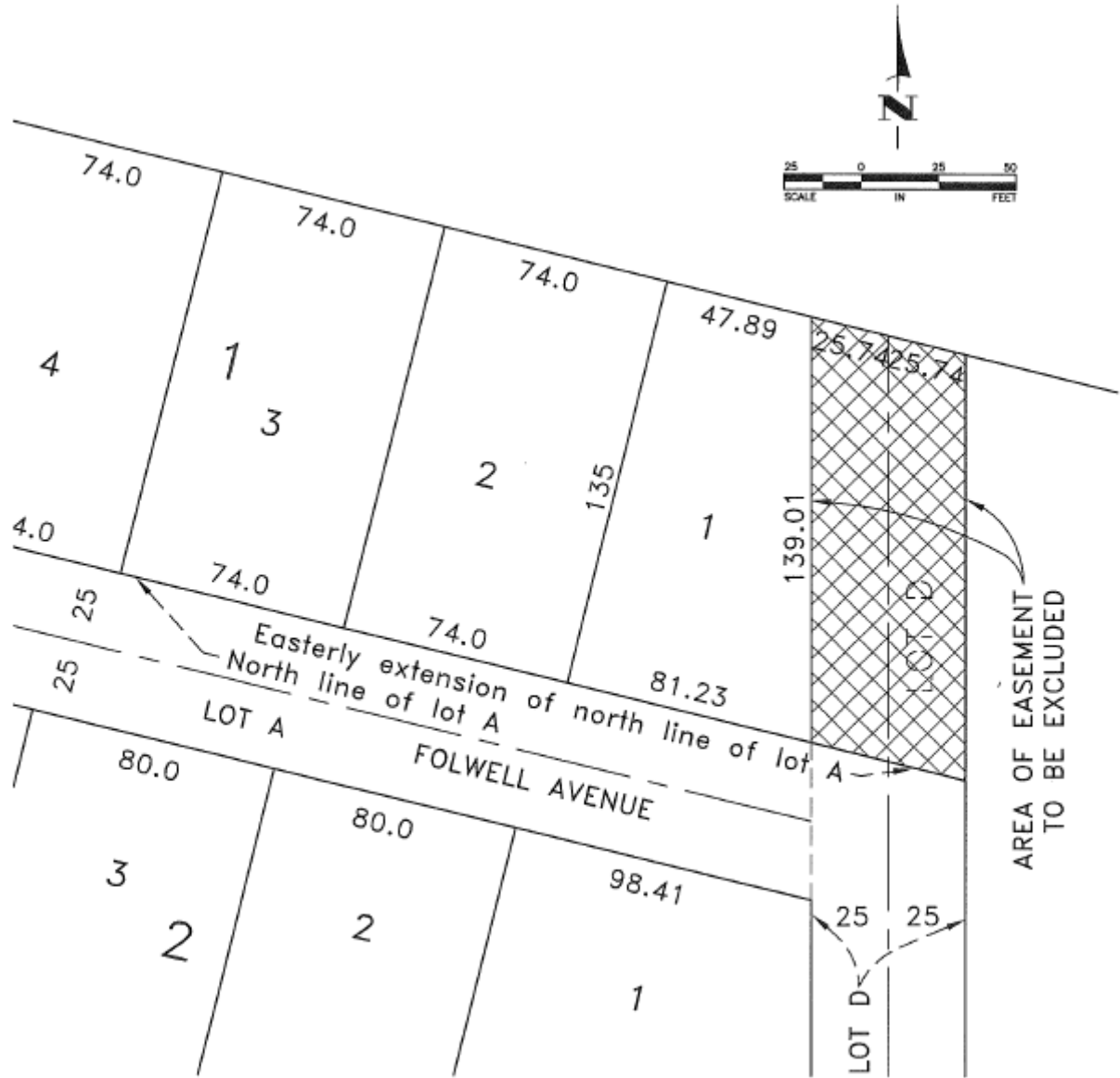
Title:

Date: \_\_\_\_\_

Date: \_\_\_\_\_

EXHIBIT A

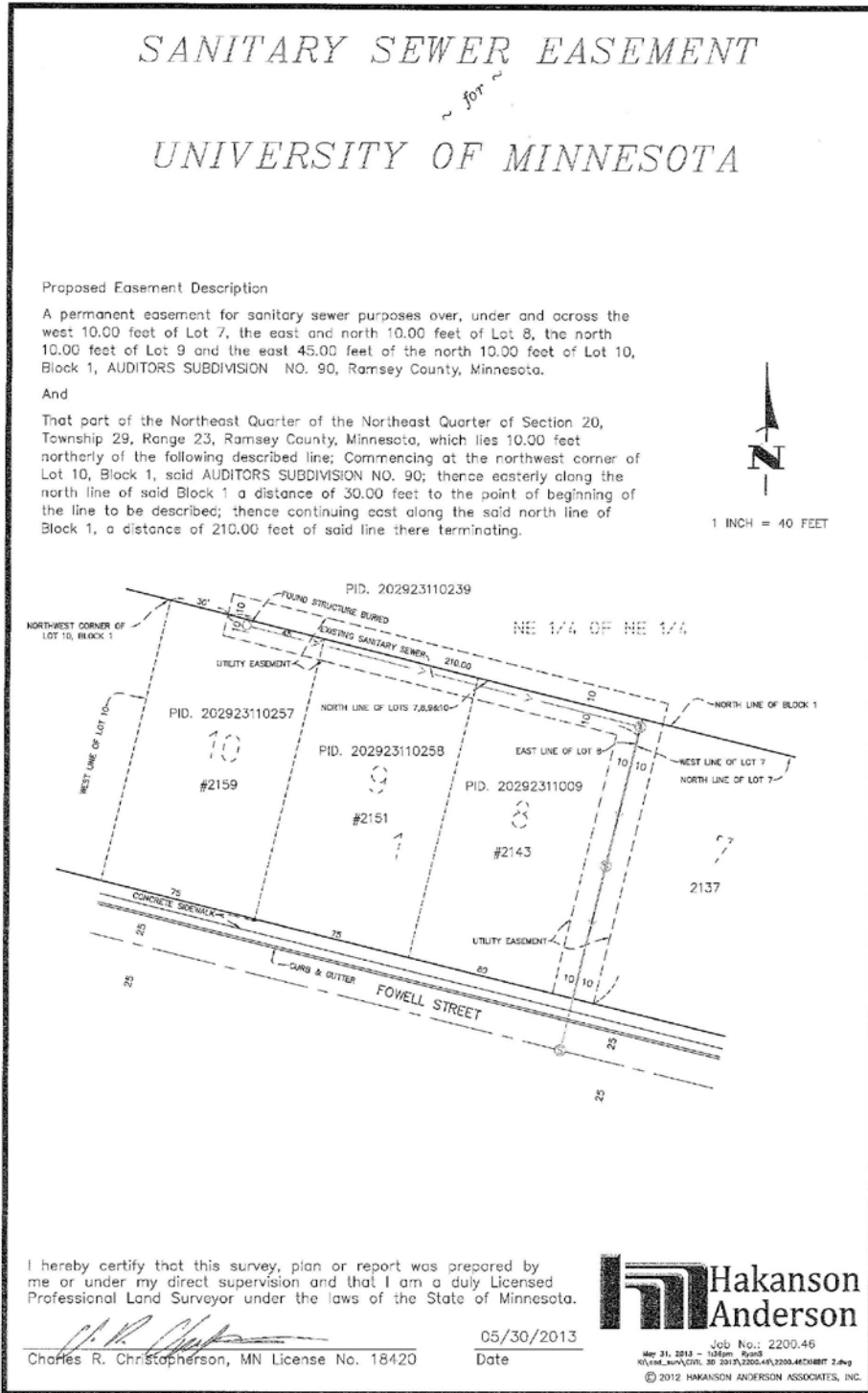
Vacated Easement



 Hakanson  
Anderson

# Exhibit B

## Additional Sanitary Sewer Easement Area



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

*Charles R. Christopherson*  
Charles R. Christopherson, MN License No. 18420

05/30/2013  
Date

**Hakanson  
Anderson**

Job No.: 2200.46  
Map 31, 2013 - 10/20/13  
M:\WORK\PROJECTS\2013\2200.46\2200.46.DWG  
© 2012 HAKANSON ANDERSON ASSOCIATES, INC.

# EXHIBIT C

## Additional Storm Sewer Easement Area

### STORM SEWER EASEMENT EXHIBIT

### UNIVERSITY OF MINNESOTA

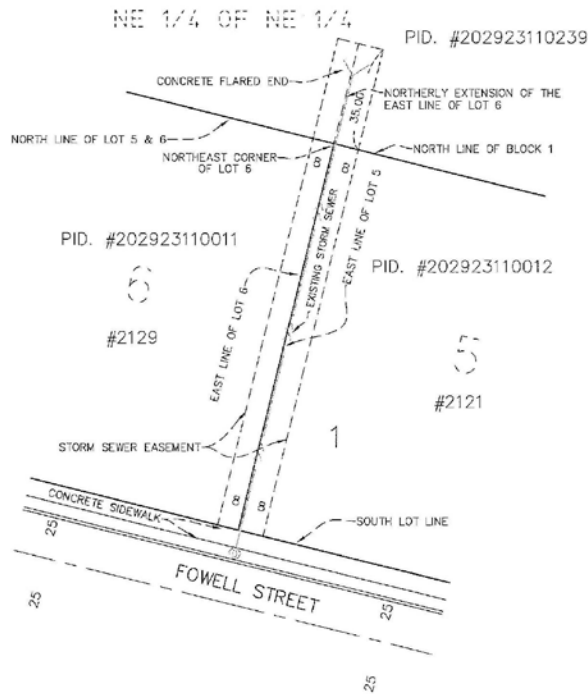
#### Proposed Easement Description

A permanent easement for storm sewer purpose over, under and across the east 8.00 feet of Lot 6 and the west 8.00 feet of Lot 5, Block 1, AUDITORS SUBDIVISION NO. 90, Ramsey County, Minnesota, and that part of the Northeast Quarter of the Northeast Quarter of Section 20, Township 29, Range 23, Ramsey County, Minnesota; lying 8.00 feet on each side of the following described centerline:


Beginning at the northeast corner of said Lot 6; thence on the northerly extension of the east line of said Lot 6 a distance of 35.00 feet of said centerline there terminating.



1 INCH = 30 FEET



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

  
Charles R. Christopherson, MN License No. 18420

05/30/2013  
Date



Job No.: 2200.46  
May 31, 2013 - 3:00pm  
K:\work\2013\05\2013\_0500\_46\2200-46EXHIBIT 1.dwg  
© 2012 HAKANSON ANDERSON ASSOCIATES, INC.



**The City That Soars!**

## REQUEST FOR COUNCIL ACTION

<b>Meeting Date</b>	October 23, 2013
<b>Agenda Item</b>	Policy G1
<b>Attachment</b>	Ehlers and Associates Presale Report Resolution 13-30
<b>Submitted By</b>	Bart Fischer, City Administrator Roland Olson, Finance Director

<b>Item</b>	Approval of Sale of \$720,000 General Obligation Equipment Certificates, Series 2013B
<b>Description</b>	To provide sufficient financing for the Fire Department Ladder Truck, the City needs to bond. The City has contacted Ehlers and Associates to prepare a presale report for the \$720,000 General Obligation Equipment Certificates, Series 2013B. This report is attached. Staff recommends approval of the resolution providing for the sale of these bonds and recommends retaining Ehlers and Associates Inc. of Roseville as its independent financial advisor for the Bonds and recommends Ehlers be authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).
<b>Budget Impact</b>	The attached Ehlers report shows the budget to levy impact. These bonds and the payments or them have been discussed and are accounted for in the 2014 Draft Budget.
<b>Attachment(s)</b>	Ehlers and Associates Pre-Sale Report for \$720,000 General Obligation Equipment Certificates, Series 2013B. Resolution 13-30.
<b>Action(s) Requested</b>	Staff recommends approval of the Resolution Providing for the Sale of \$720,000 General Obligation Equipment Certificates, Series 2013B and recommends the City retain Ehlers and Associates Inc. in Roseville as its independent financial advisor for the Bonds and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9).

CITY OF FALCON HEIGHTS  
COUNCIL RESOLUTION

October 23, 2013

No. 13-30

-----  
**A RESOLUTION PROVIDING FOR THE SALE OF \$720,000 GENERAL  
OBLIGATION EQUIPMENT CERTIFICATES, SERIES 2013B**

- A. WHEREAS, the City Council of the City of Falcon Heights, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$720,000 General Obligation Equipment Certificates, Series 2013B (the "Bonds"), to finance the purchase of public safety equipment for the City; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent financial advisor for the Certificates and is therefore authorized to solicit proposals in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

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

- 1. Authorization; Findings. The City Council hereby authorizes Ehlers to solicit proposals for the sale of the Bonds.
- 2. Meeting; Proposal Opening. The City Council shall meet at 7:00 p.m. on November 13, 2013, for the purpose of considering proposals for and awarding the sale of the Bonds.
- 3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Certificates and to execute and deliver it on behalf of the City upon its completion.

**ADOPTED** by the Falcon Heights City Council this 23<sup>rd</sup> day of October, 2013.

Moved by:

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

Peter Lindstrom, Mayor  
October 23, 2013

LINDSTROM      \_\_\_\_\_    In Favor  
 GOSLINE  
 HARRIS         \_\_\_\_\_    Against  
 LONG  
 MERCER-TAYLOR

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

Bart Fischer  
City Administrator  
October 23, 2013





**EHLERS**  
LEADERS IN PUBLIC FINANCE

October 23, 2013

## Pre-Sale Report

City of Falcon Heights, Minnesota

\$720,000 General Obligation Equipment Certificates,  
Series 2013B

**Prepared by:**

Shelly Eldridge  
Financial Advisor

And

Nick Anhut  
Financial Specialist



## Executive Summary of Proposed Debt

Proposed Issue:	\$720,000 General Obligation Equipment Certificates, Series 2013B
Authority:	The Certificates are being issued pursuant to Minnesota Statutes, Chapters 412 and 475. The Certificates will be general obligations of the City for which its full faith, credit and taxing powers are pledged. The Certificates count against the City's General Obligation Debt Capacity Limit of 3% of market value. Only debt supported by 100% tax levy is subject to this limit. Including the proposed issue, the City has over \$9 million debt capacity remaining.
Purposes:	The proposed issue includes financing for the purchase of public safety equipment. The City will contribute \$70,000 in funds on hand to reduce the borrowing amount. <ul style="list-style-type: none"> <li>Debt service will be paid from ad valorem property taxes levied in Fiscal Years 2014 - 2022.</li> </ul>
Term/Call Feature:	The Certificates are being issued for a 9-year term. Principal on the Certificates will be due on February 1 in the years 2015 through 2023. Interest is payable every six months beginning August 1, 2014.  The Certificates maturing February 1, 2022 will be subject to prepayment at the discretion of the City on February 1, 2021 or any date thereafter.
Bank Qualification:	Because the City is issuing less than \$10,000,000 in the calendar year, to include conduit debt, the City will be able to designate the Certificates as "bank qualified" obligations. Bank qualified status broadens the market for the Certificates, which can result in lower interest rates.
Rating:	The City's most recent bond issues were unrated. Because of the size and duration of the Certificates, the cost associated with obtaining a rating will be more than offset by the resulting lower interest rates. The City will request a new rating for the Certificates from Standard & Poor's.  If the winning bidder on the Certificates elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.
Method of Sale/Placement:	In order to obtain the lowest interest cost to the City, we will solicit competitive bids for purchase of the Bonds from local banks in your area and regional underwriters.  We have included an allowance for discount bidding equal to 1.5% of the principal amount of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.  If the Certificates are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to lower your borrowing amount.



<p><b>Other Considerations:</b></p>	<p>The structure of the bonds is designed with the \$45,000 amount budgeted within the City’s preliminary 2014 special levies. The table below shows a projection for future debt levies incorporating this issue:</p> <div data-bbox="540 323 1495 898" style="text-align: center;"> <h3>Combined Debt Levies</h3> <table border="1" style="margin: 10px auto;"> <caption>Estimated Data for Combined Debt Levies</caption> <thead> <tr> <th>Fiscal Year</th> <th>2010A</th> <th>2013A</th> <th>New 2013B</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>FY 2013</td> <td>75,000</td> <td>0</td> <td>0</td> <td>75,000</td> </tr> <tr> <td>FY 2014</td> <td>70,000</td> <td>25,000</td> <td>0</td> <td>95,000</td> </tr> <tr> <td>FY 2015</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2016</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2017</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2018</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2019</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2020</td> <td>0</td> <td>25,000</td> <td>100,000</td> <td>125,000</td> </tr> <tr> <td>FY 2021</td> <td>0</td> <td>0</td> <td>100,000</td> <td>100,000</td> </tr> <tr> <td>FY 2022</td> <td>0</td> <td>0</td> <td>100,000</td> <td>100,000</td> </tr> </tbody> </table> </div>	Fiscal Year	2010A	2013A	New 2013B	Total	FY 2013	75,000	0	0	75,000	FY 2014	70,000	25,000	0	95,000	FY 2015	0	25,000	100,000	125,000	FY 2016	0	25,000	100,000	125,000	FY 2017	0	25,000	100,000	125,000	FY 2018	0	25,000	100,000	125,000	FY 2019	0	25,000	100,000	125,000	FY 2020	0	25,000	100,000	125,000	FY 2021	0	0	100,000	100,000	FY 2022	0	0	100,000	100,000
Fiscal Year	2010A	2013A	New 2013B	Total																																																				
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FY 2022	0	0	100,000	100,000																																																				
<p><b>Review of Existing Debt:</b></p>	<p>We have reviewed all outstanding indebtedness for the City and find that there are no refunding opportunities at this time. We will continue to monitor the market and the call dates for the City’s outstanding debt and will alert you to any future refunding opportunities.</p>																																																							
<p><b>Continuing Disclosure:</b></p>	<p>Because the amount of the Certificates to be issued is less than \$1,000,000, this issue could be exempt from the Continuing Disclosure requirements of the Securities and Exchange Commission (SEC). However, some underwriters require limited disclosure as one of the parameters for bidding, therefore we recommend that the City provide for the limited disclosure by agreeing to provide its Audited Financial Statements annually as well as providing notices of the occurrence of certain “material events” to the Municipal Securities Rulemaking Board (the “MSRB”). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.</p>																																																							
<p><b>Arbitrage Monitoring:</b></p>	<p>Because the Certificates are tax-exempt securities/tax credit securities, the City must ensure compliance with certain Internal Revenue Service (IRS) rules throughout the life of the issue. These rules apply to all gross proceeds of the issue, including initial bond proceeds and investment earnings in construction, escrow, debt service, and any reserve funds. How issuers spend bond proceeds and how they track interest earnings on funds (arbitrage/yield restriction compliance) are common subjects of IRS inquiries. Your specific responsibilities will be detailed in the Nonarbitrage Certificate prepared by your Bond Attorney and provided at closing. We recommend that you regularly monitor compliance with these rules and/or retain the services of a qualified firm to assist you.</p>																																																							



## Proposed Debt Issuance Schedule

Pre-Sale Review by City Council	October 23, 2013
Distribute Official Statement:	Week of October 31, 2013
Conference with Rating Agency:	Week of November 4, 2013
City Council Meeting to Award Sale of the Bonds:	November 13, 2013
Estimated Closing Date:	December 5, 2013

### Attachments

Sources and Uses of Funds

Proposed Debt Service Schedule

Resolution Authorizing Ehlers to Proceed With Bond Sale

### Ehlers Contacts

Financial Advisors:	Shelly Eldridge	(651) 697-8504
	Nick Anhut	(651) 697-8507
Disclosure Coordinator:	Pia Troy	(651) 697-8556
Bond Sale Coordinator:	Alicia Baldwin	(651) 697-8523
Financial Analyst:	Alicia Gage	(651) 697-8551

The Official Statement for this financing will be mailed to the City Council at their home address or e-mailed for review prior to the sale date.



# City of Falcon Heights, Minnesota

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\$720,000 General Obligation Equipment Certificates, Series 2013B

Assumes Current Market BQ AA-Rated plus 25bps

## Sources & Uses

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Dated 12/01/2013 | Delivered 12/01/2013

### Sources Of Funds

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Par Amount of Bonds	\$720,000.00
Planned Issuer Equity contribution	70,000.00

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<b>Total Sources</b>	<b>\$790,000.00</b>
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### Uses Of Funds

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Total Underwriter's Discount (1.500%)	10,800.00
Costs of Issuance	28,000.00
Deposit to Project Construction Fund	750,000.00
Rounding Amount	1,200.00

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<b>Total Uses</b>	<b>\$790,000.00</b>
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# City of Falcon Heights, Minnesota

\$720,000 General Obligation Equipment Certificates, Series 2013B

Assumes Current Makret BQ AA-Rated plus 25bps

## Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	2010 Equip Certs	2013A Bonds	Net New D/S	105% of Total	2013A Bond - Assessments	Levy/(Surplus)
02/01/2014	-	-	-	-	71,050.00	3,153.33	74,203.33	77,913.50	-	77,913.50
02/01/2015	25,000.00	0.700%	17,269.58	42,269.58	35,700.00	67,095.00	145,064.58	152,317.81	47,447.92	104,869.89
02/01/2016	80,000.00	0.950%	14,627.50	94,627.50	-	66,645.00	161,272.50	169,336.13	47,447.91	121,888.22
02/01/2017	85,000.00	1.300%	13,867.50	98,867.50	-	71,045.00	169,912.50	178,408.13	47,447.91	130,960.22
02/01/2018	85,000.00	1.650%	12,762.50	97,762.50	-	70,167.50	167,930.00	176,326.50	47,447.91	128,878.59
02/01/2019	85,000.00	2.050%	11,360.00	96,360.00	-	69,127.50	165,487.50	173,761.88	47,447.91	126,313.97
02/01/2020	85,000.00	2.300%	9,617.50	94,617.50	-	67,925.00	162,542.50	170,669.63	47,447.91	123,221.72
02/01/2021	90,000.00	2.600%	7,662.50	97,662.50	-	66,560.00	164,222.50	172,433.63	47,447.91	124,985.72
02/01/2022	90,000.00	2.800%	5,322.50	95,322.50	-	-	95,322.50	100,088.63	-	100,088.63
02/01/2023	95,000.00	2.950%	2,802.50	97,802.50	-	-	97,802.50	102,692.63	-	102,692.63
<b>Total</b>	<b>\$720,000.00</b>	<b>-</b>	<b>\$95,292.08</b>	<b>\$815,292.08</b>	<b>\$106,750.00</b>	<b>\$481,718.33</b>	<b>\$1,403,760.41</b>	<b>\$1,473,948.43</b>	<b>\$332,135.38</b>	<b>\$1,141,813.05</b>

## Significant Dates

Dated	12/01/2013
First Coupon Date	8/01/2014

## Yield Statistics

Bond Year Dollars	\$4,040.00
Average Life	5.611 Years
Average Coupon	2.3587149%
Net Interest Cost (NIC)	2.6260416%
True Interest Cost (TIC)	2.6350338%
Bond Yield for Arbitrage Purposes	2.3438253%
All Inclusive Cost (AIC)	3.4180271%

Series 2013 GO Equip Cert | SINGLE PURPOSE | 10/14/2013 | 11:04 AM

